

CRESSKILL BOARD OF EDUCATION
Reorganization and Regular Meeting, January 6, 2020
Cresskill Middle/High School Media Center, 7:00 PM

CALL TO ORDER

The Reorganization and Regular Meeting of the Cresskill Board of Education was held on Monday, January 6, 2020 at Cresskill Middle/High School in the Media Center. The meeting was called to order by Dawn Delasandro at 7:00 p.m.

Trustee Villani led those present in the Pledge of Allegiance.

ROLL CALL

PRESENT: Trustee Sally Cummings
Trustee Amy Cusick
Trustee Michael DePalo
Trustee Eugene Gorfin (arrived 7:18 pm)
Trustee Dionna Griffin
Trustee Mary Klein (arrived 7:54 pm)
Trustee Stephen Moldt
Trustee Raffi Odabashian
Trustee Denise Villani

ALSO PRESENT: Michael Burke, Superintendent of Schools
Dawn Delasandro, Business Administrator/Board Secretary

READING OF THE OPEN PUBLIC MEETING STATEMENT

"The New Jersey Open Public meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the act, The Cresskill Board of Education has caused notice of this meeting taking place in the Cresskill Middle/High School Media Center be published by having date, time and place thereof posted in the Cresskill Board of Education office, sent to the Cresskill Library and Cresskill Borough Hall."

ANNUAL SCHOOL ELECTION RESULTS

Business Administrator/Board Secretary Dawn Delasandro reviewed the results of the Annual School Election:

Votes tallied for three Three-Year Terms:

Name	Number of Votes
Michael DePalo	473
Dionna Griffin	536
Raffi Odabashian	436

Votes tallied for one One -Year Unexpired Term:

Name	Number of Votes
Amy Cusick	644

OATH OF OFFICE FOR NEW BOARD MEMBERS

The oath of office was administered by Dawn Delasandro, Business Administrator/Board Secretary to Amy Cusick, Michael DePalo, Dionna Griffin and Raffi Odabashian.

NOMINATIONS FOR THE OFFICE OF PRESIDENT

Business Administrator/Board Secretary Dawn Delasandro asked for nominations for the Office of President.

Motioned by Trustee Moldt and seconded by Trustee Griffin to nominate Denise Villani for the Office of President.

Motioned by Trustee DePalo and seconded by Trustee Odabashian to close nominations for President.

ROLL CALL VOTE

YES NO ABSTAIN ABSENT

Trustee Cummings	✓			
Trustee Cusick	✓			
Trustee DePalo	✓			

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Trustee Gorfin				✓
Trustee Griffin	✓			
Trustee Klein				✓
Trustee Moldt	✓			
Trustee Odabashian	✓			
Trustee Villani	✓			

Ms. Dawn Delasandro relinquished the chair to the newly elected President.

NOMINATIONS FOR THE OFFICE OF VICE PRESIDENT

Motioned by Trustee Cummings and seconded by Trustee Odabashian to nominate Stephen Moldt for Office of Vice President.

Motioned by Trustee DePalo and seconded by Trustee Griffin to close nominations for Vice-President.

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings	✓			
Trustee Cusick	✓			
Trustee DePalo	✓			
Trustee Gorfin				✓
Trustee Griffin	✓			
Trustee Klein				✓
Trustee Moldt	✓			
Trustee Odabashian	✓			
Trustee Villani	✓			

ESTABLISHMENT/APPOINTMENTS OF DELEGATES

Motioned by Trustee DePalo and seconded by Trustee Odabashian to nominate Eugene Gorfin as Delegate and Mary Klein as Alternate to the NJSBA.

New Jersey School Board Association

Delegate: Eugene Gorfin

Alternate: Mary Klein

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings	✓			
Trustee Cusick	✓			
Trustee DePalo	✓			
Trustee Gorfin				✓
Trustee Griffin	✓			
Trustee Klein				✓
Trustee Moldt	✓			
Trustee Odabashian	✓			
Trustee Villani	✓			

Motioned by Trustee Moldt and seconded by Trustee Cummings that each member read and agree to 142.1 NJSBA Code of Ethics.

1. SCHOOL BOARD MEMBER CODE OF ETHICS

RESOLVED, that the Board has received and discussed, individually and as a group, the Code of Ethics for School Board Members. Each Board of Education member acknowledges receipt of the Code of Ethics for School Board members and has become familiar with the Code of Ethics. The policies and procedures regarding training of district Board of Education members have been adopted.

THEREFORE BE IT RESOLVED, that the Board, individually and as a group, reaffirm and adopt the School Board Member Code of Ethics contained in Board of Education Policy 0142.

142.1 NJSBA CODE OF ETHICS

The members of the Board of Education recognize that they hold authority not as individuals but as members of the Board. In order to make a clear public statement of its philosophy of service to the pupils of the district, the Board adopts as its own the School Board Member Code of Ethics promulgated by the New Jersey School Boards Association May 10, 1975 and reproduced below.

- a. I will uphold and enforce all laws, State Board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my Board action to policy making, planning, and appraisal and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action, which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution. N.J.S.A. 18A:11-1

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings	✓			
Trustee Cusick	✓			
Trustee DePalo	✓			
Trustee Gorfin				✓
Trustee Griffin	✓			
Trustee Klein				✓
Trustee Moldt	✓			
Trustee Odabashian	✓			
Trustee Villani	✓			

Motioned by Trustee Cummings and seconded by Trustee Odabashian that each member approve Resolution #2 through Resolution #32.

2. BYLAWS AND POLICES

RESOLVED, that the Cresskill Board of Education, upon the recommendation of the Superintendent adopt the existing Board of Education Bylaws and Policies which are embodied in the district's Policy Manual.

3. PARLIAMENTARY PROCEDURE

RESOLVED, that the Cresskill Board of Education, upon the recommendation of the Superintendent agree to govern Board of Education meetings by Parliamentary Procedure of Robert's Rules of Order.

4. CURRICULUM

RESOLVED, that the Cresskill Board of Education, upon the recommendation of the Superintendent approve the existing written Curricula.

5. TEXT BOOKS

RESOLVED, that the Cresskill Board of Education, upon the recommendation of the Superintendent approve current text books.

6. LEGAL NEWSPAPER

RESOLVED, that for the purpose of legal advertisements and meetings notices by the Cresskill Board of Education, the "official newspapers" (N.J.S.A. 18A-2(w)) shall be The Record and/or the Suburbanite and/or The Star Ledger, all circulating in Cresskill on a weekly basis.

7. BOARD ATTORNEY

WHEREAS, the law firm of Scarinci Hollenback has the expertise and experience to provide professional services to the Cresskill Board of Education;

BE IT RESOLVED that the Cresskill Board of Education appoints the law firm of Scarinci Hollenback, as the Board Attorneys for the 2019-2020 school year at the following hourly rates:

- i. \$175.00 Partner
- ii. \$155.00 Associate
- iii. \$100.00 Paralegals/Law Clerks

8. BOARD AUDITOR

RESOLVED, that the firm of Lerch, Vinci, and Higgins be engaged as Auditors for the 2019-2020 school year, at a fee of \$20,100. It is understood that the Auditor will render at least the following services, with work beyond the standard audit commitment (enumerated below) billed at the rates noted:

Attend meetings of the Board of Education, as requested.

Attend the meeting of the Board of Education at which the Annual Audit Report is publicly presented.

Perform all functions connected with the preparation of the Annual Audit Report under the rules and regulations as prescribed by the State Board of Education.

Advise the Board and Board of Education personnel generally, on the financial operations and procedures within the Cresskill Public Schools.

Other duties as enumerated in the original Request for Board Auditor Services.

Conversion of Financial Statements to GASB 34 & prepare MD&A)	\$5,100
Partners	\$150-\$175 per hour
Managers	\$125-\$140 per hour
Senior Accountants/Supervisors	\$90-\$115 per hour
Staff Accountants	\$75-\$85 per hour
Other Personnel	\$45 per hour

9. ARCHITECT

WHEREAS, the architectural firm of DiCara/Rubino has the expertise and experience to provide professional services to the Cresskill Board of Education;

BE IT RESOLVED that the Cresskill Board of Education appoints the architectural firm of DiCara/Rubino as the Board architectural firm for the 2019-2020 school year at the following hourly rates:

- \$175.00 Principal
- \$165.00 Sr. Architect
- \$150.00 Manager
- \$140.00 Architect
- \$140.00 Engineer

10. SCHOOL PHYSICIAN

RESOLVED, that the Board of Education approve continued employment, for the 2019-2020 school year, of the following physicians and medical inspectors for the Cresskill Public Schools at the total annual fee of \$7,000; and \$200 per home football game for a total of 6 games; and that the School Business Administrator/Board Secretary and Board President be hereby authorized to sign the necessary agreement for such services:

\$7,000 Dr. Walter Klein, MD - Designated Chief School Physician

\$1,200 (\$200/ football game) North Jersey Orthopedics Specialists, P.A.- Designated Team Physicians

11. BOARD SECRETARY

RESOLVED, that Dawn Delasandro, Business Administrator, be appointed Secretary of the Cresskill Board of Education.

12. BOARD SECRETARY PRO TEM

RESOLVED, that the Board of Education, appoint the Superintendent, to act as Board Secretary Pro Tem in the absence of the Board Secretary.

13. AFFIRMATIVE ACTION OFFICER/504 COORDINATOR

RESOLVED, that the Board of Education appoint Beth Del Vecchio as Affirmative Action Officer, the principals of Edward H. Bryan and Merritt Memorial as the 504 officers and Catherine White as the 504 officer at the CMS/CHS, for the 2019-2020 school year.

14. APPOINT QUALIFIED PURCHASING AGENT

RESOLVED, that the Board of Education, appoint Dawn Delasandro as Qualified Purchasing Agent of the Cresskill Board of Education, for the 2019-2020 school year, in accordance with N.J.S.A.:18a:18a-2(b), as revised and duly assigned the authority, responsibility and accountability for the purchasing of the Board, and having the power to prepare advertisements, advertise for and receive bids, and to award contracts pursuant to N.J.S.A.:18a-18a-3A (Bid Threshold \$40,000), 18A:18A-37a+c (quotations \$6,000), and 18A:18A-7 (Emergency Purchases), and shall prepare and issue all purchase orders in accordance with N.J.S.A.:18A:18A-2(v).

15. APPOINT PUBLIC AGENCY COMPLIANCE OFFICER

RESOLVED, that the Board of Education, appoint Dawn Delasandro, School Business Administrator/Board Secretary as Public Agency Compliance Officer (P.A.C.O.) for the 2019-2020 school year.

16. APPOINT CUSTODIAN OF RECORDS

RESOLVED, that the Board of Education appoint, Dawn Delasandro, Board Secretary/School Business Administrator as the Custodian of Government Records, (other than student and personnel), as per the New Jersey Open Public Records Act, N.J.S.A. 47A:1A-1.

17. APPROVE VARIOUS MANDATED POSITIONS

RESOLVED, that the Board of Education appoint the following employees to the following mandated positions for the 2019-2020 school year:

POSITION	EMPLOYEE
Substance Awareness Coordinator	Catherine White
Homeless Liaison	Catherine White
DYFS Liaison	Catherine White
Anti-bullying Coordinator	Catherine White
Indoor Air Quality Designee	Tom Steward
Integrated Pest Management Coordinator	Tom Steward
Right To Know Officer	Tom Steward
Chemical Hygiene Officer	Alexis Peck
AHERA Coordinator	Tom Steward
Asbestos Manager & PEOSA Officer	Tom Steward
School Safety Specialist	Melissa Cavins
Data Coordinator	Julie Keating
ADA Officer	Tom Steward
Title IX Coordinator	Beth Del Vecchio
Issuing Officer for Working Papers	Lynda Nienstedt

18. CHEMICAL HYGIENE PLAN

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the Chemical Hygiene Plan.

19. SAFETY, SECURITY AND EMERGENCY MANAGEMENT PLAN

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the Safety, Security and Emergency Management Plan.

20. ANNUAL SCHEDULE OF PUBLIC MEETINGS

RESOLVED, that the Board of Education approve the Annual Schedule of Public Meetings and that the Board Secretary post the following notice as required in Chapter 231, Laws of 1975, and make copies available to all interested persons.

SCHEDULE OF REGULAR PUBLIC MEETING DATES
CRESSKILL BOARD OF EDUCATION

2020

The Board meets twice a month unless otherwise indicated. Meetings are open to the public. Your Board encourages your attendance and participation in all meetings. Please feel free to express your comments, questions and concerns. During all board meetings, opportunities are provided for public comment.

"Regular Monthly Meetings of the Board of Education shall in general be held the second and fourth Monday of each month unless otherwise noted. They shall be held in the Media Center of the Cresskill Middle/High School at **7:00 p.m.**

Change of the date of a Regular Meeting will be announced and posted in advance in accordance with the Open Public Meetings Act.

REGULAR BI-MONTHLY MEETINGS CMS/CHS Media Center, 7:00 p.m.
January 6, 2020** Reorganization and Regular Meeting
January 27, 2020
February 10, 2020
February 24, 2020
March 16, 2020**

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March 30, 2020**
April 13, 2020
April 27, 2020
May 11, 2020
June 8, 2020
June 22, 2020
July 27, 2020
August 24, 2020
September 14, 2020
Tues., September 29, 2020**
October 12, 2020
October 26, 2020
November 9, 2020
November 23, 2020
December 14, 2020
January 4, 2021** Reorganization and Regular Meeting

(** Indicates exception to the second or fourth Monday meeting date practice)

21. APPOINT RISK MANAGEMENT CONSULTANT

WHEREAS, the Board joined NESBIG effective July 1, 2006; and

WHEREAS, the bylaws of the NESBIG require that each Board appoint a Risk Management Consultant to perform various professional services pursuant to agreement attached hereto; and

WHEREAS, the bylaws for NESBIG indicate a minimum fee equal to 6% of the Board's assessment which expenditures represent reasonable compensation for the services required and is included in the Board's assessment; and

WHEREAS, the Board authorizes NESBIG to pay this amount directly to the Risk Management Consultant; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical.

NOW THEREFORE BE IT RESOLVED by the Cresskill Board of Education that David J. Vozza Agency, Inc., is hereby appointed Risk Management Consultant in accordance with the Fund's bylaws for the 2019-2020 school year.

BE IT FURTHER RESOLVED that the Board Secretary and Business Administrator are hereby authorized and directed to execute the Consultant's agreement annexed hereto.

22. APPROVE INSURANCE BROKER OF RECORD

RESOLVED, that the Board of Education approve Arthur J. Gallagher and Co. as the medical, dental and vision insurance brokers for the Cresskill Board of Education for the 2019-2020 school year.

23. APPROVE TAX SHELTER COMPANIES AND BROKERS

RESOLVED, that the Cresskill Board of Education approve the following tax shelter companies and brokers.

- ASpire Financial Services/MG Trust Company
- AXA Equitable
- ABMM Financial/Security Benefit
- Duncan Financial/Mass Mutual
- Legend Group
- Lincoln Investment, LLC

24. APPROVAL OF PARTICIPATION IN REGION V

RESOLVED, that the Board of Education, continue as a full member for services provided by the Bergen County Region V Council for Special Education; does hereby accept, adopt and agree to comply with the Region V Bylaws; designates Michael Burke, Superintendent, as its representative to Region V; and empowers him to cast all votes and take all other actions necessary to represent its interests in Region V. The Board further approves the joint transportation agreements for all Cresskill students who are transported through Region V and approves Shared Services including but not limited to evaluations, therapies, non-public school services and other services as requested to be provided by Region V consultants on an as needed basis.

25. APPROVAL OF PARTICIPATION IN COOPERATIVE PRICING SYSTEMS

RESOLVED, that the Board of Education approve the district's continued participation in the Educational Data Cooperative Pricing System, Bergen County Cooperative Pricing System, Hunterdon County Educational Services Commission Cooperative Pricing System, Keystone Purchasing Network Program, NASPO Value Point, PEPPM Co-op Purchasing, and the Educational Services Commission of NJ (formerly MRESC) Cooperative Pricing System. This is a zero cost (to the school district) authorization that permits access to various purchasing networks.

26. APPROVE DEPOSITORIES

RESOLVED, that Capital One Bank, TD Bank, and M & T Bank be designated as depositories of the Board of Education and that funds of this Board and/or individual Cresskill Township Public Schools, deposited in said banks, be subject to withdrawal upon checks, notes, drafts, bills of exchange, acceptances, undertakings or other orders for the payment of monies may be permitted by law, and when signed on behalf of this Board of Education by the following persons who are, or hereafter may be elected, appointed or employed by action of this Board. Withdrawals shall include authorization for the School Business Administrator/Board Secretary to wire transfer Board funds between the depositories designated herein only, and those transfers shall be confirmed in writing.

Capital One Bank is hereby authorized to pay any such orders and also to receive the same for credit of or in payment from the payee or any other holder without inquiry as to the circumstances of issue or disposition of the proceeds.

The foregoing powers and authority will continue until written notice of revocation has been delivered to Capital One Bank.

The signature of the Superintendent, Business Administrator/Board Secretary and the President of the Board of Education shall be facsimile signatures affixed directly on withdrawal instrument; they shall jointly or individually be authorized to sign as hereinafter indicated for the General Account, Payroll Account, and Food Service Account. Persons authorized to sign checks are listed below as per each specific bank account.

The accounts authorized in each of the designated depositories appear below. Accounts may be opened or closed as approved by the Board of Education and upon written notification to the depository of the Board's action.

Account Name	Account #	Financial Institution	Required Signatures on each Account for Withdrawals
General Account	XXXX5307	Capital One Bank	Superintendent and Board Secretary and Board President
Capital Reserve	XXXX7547	Capital One Bank	Superintendent and Board Secretary and Board President
Capital Project Fund	XXXX6023	Capital One Bank	Superintendent and Board Secretary and Board President
Payroll Account	XXXX5374	Capital One Bank	Superintendent and Board Secretary

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Payroll Deduction	XXXX5315	Capital One Bank	Superintendent and Board Secretary and Board President
Merritt Memorial Student Activity Fund	XXXX5382	Capital One Bank	Board Secretary and Board President and Principal of MMS
Bryan Student Activity Fund	XXXX5390	Capital One Bank	Board Secretary and Board President and Principal of EHB
Unemployment Compensation	XXXX5323	Capital One Bank	Superintendent and Board Secretary and Board President
Scholarship Fund	XXXX5331	Capital One Bank	Superintendent and Board Secretary and Board President
Section 125 Account	XXXX5358	Capital One Bank	Superintendent and Board Secretary and Board President
Food Service Account	XXXX5366	Capital One Bank	Superintendent and Board Secretary and Board President
Cresskill Middle School - High School Student Activity Fund	XXXX5404	Capital One Bank	Board Secretary and Board President, and/or CMS-CHS Asst. Principal and/or CMS-CHS Principal
Summer Savings	XXXX3817	Capital One Bank	Superintendent and Board Secretary and Board President
Scholarship Savings Account Elizabeth Gallivan Rosa Scholarship	XXXX9276	TD Bank	Superintendent and Board Secretary and Board President
Scholarship 12 Month CD Class of 1965	XXXX4140	TD Bank	Superintendent and Board Secretary and Board President
Scholarship Savings Account Robert Meegan Scholarship Fund	XXXX4102	M & T Bank	Superintendent and Board Secretary and Board President

27. AUTHORIZE INVESTMENTS

RESOLVED, that, when cash flow permits, the School Business Administrator/Board Secretary be authorized to invest Board funds in United States Government Bills, and other such investments as may be permitted by law, and that the following Agreements with Board depositories be approved.

Verbal arrangements for investments of Board funds may be made by the School Business Administrator/Board Secretary. All such arrangements shall be confirmed in writing to the designated depository, over the manual signature of the School Business Administrator/Board Secretary.

“Investment of idle funds in individual schools, department or activity accounts may be made by persons designated to sign for withdrawals from the accounts, provided these persons receive prior approval from the School Business Administrator/Board Secretary and aid investments are legally authorized for investment of Board funds, and that the School Business Administrator/Board Secretary be hereby authorized to execute this Agreement on behalf of the Board.

FURTHERMORE, BE IT RESOLVED, that the Business Administrator be and hereby is authorized to invest available funds of the Cresskill School District in securities of the United States Government and its agencies, bank certificates of deposit or a regular savings account at the highest interest rates available for the period not to exceed ninety days without the prior express authorization of this Board, provided however, that said Business Administrator shall, prior to making any such investment, secure informal proposal from at least three banks or trust companies having their places of business in the State and organized under the laws of the United States or of this State and for State of New Jersey Cash Management Fund, and provided further, that the said Business Administrator shall forthwith report the investment of said funds to the Board for its ratification at its next succeeding regular meeting.

28. ESTABLISH PETTY CASH ACCOUNTS

Establish Petty Cash Accounts for the 2019-2020 school year as follows:

LOCATION	AMOUNT	PER INCIDENT AMOUNT
Business Office	\$100.00	\$75.00
Superintendent’s Office	\$100.00	\$75.00
Child Study Team	\$100.00	\$75.00
Merritt Memorial School	\$100.00	\$75.00
Edward H. Bryan School	\$100.00	\$75.00

Cresskill High School	\$100.00	\$75.00
Cresskill Middle School	\$100.00	\$75.00
Community Steps To Independence Program	\$1,100.00	\$300.00

29. APPROVE THE PURCHASING OF SUPPLIES, EQUIPMENT AND SERVICES UNDER STATE CONTRACT

WHEREAS Title 18A.18A-10 provides that “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS the Cresskill Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS the Cresskill Board of Education desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year;

NOW, THEREFORE, BE IT RESOLVED, that the Cresskill Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchases and Property utilizing various vendors and any other approved state contract vendor.

30. APPROVAL OF CHART OF ACCOUNTS

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent approve the Uniform Minimum Chart of Accounts in accordance with the N.J.A.C. 6A:23-2.1.

31. APPROVE MAXIMUM DISTRICT TRAVEL EXPENDITURE

TRAVEL AND RELATED EXPENSE REIMBURSEMENT

WHEREAS, the Cresskill Board of Education recognizes school staff and board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A: 23A-7.1 et seq. requires board members to receive approval of these expenses by a majority of the full voting membership of the board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30) subject to applicable collective bargaining contracts; and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A: 23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable;

NOW THEREFORE, BE IT RESOLVED, the Cresskill Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.1 et seq. as being necessary and unavoidable; and

BE IT FURTHER RESOLVED, the Cresskill Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.6, to a maximum expenditure of \$80,000 for 2019/2020 for all staff and board members

32. APPROVE THE STANDARD OPERATING PROCEDURES MANUAL

RESOLVED, that the Cresskill Board of Education, upon the recommendation of the Superintendent approve the Standard Operating Procedure Manual.

RE-ORGANIZATION AGENDA TRUSTEE COMMENT

Trustee Cusick asked about Item # 32 and if the curriculum is the same at EHB and MMS. Mr. Burke said the curriculum is the same but the teachers may interpret it differently.

The board discussed the curriculum.

On a motion by Trustee Cummings and seconded by Trustee Odabashian, that each member vote on Resolution #2 through Resolution #32.

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings	✓			
Trustee Cusick	✓			
Trustee DePalo	✓			
Trustee Gorfin	✓			
Trustee Griffin	✓			
Trustee Klein				✓
Trustee Moldt	✓			
Trustee Odabashian	✓			
Trustee Villani	✓			

INFORMATION ITEMS

January 20 - Martin Luther King Day, Staff Only, Professional Development Day

January 23 & 24 - Kindergarten Registration for September 2020, Early Childhood Center, 51 Brookside Avenue, 8:30 a.m. - 2:30 p.m. Inclement weather days, January 30 & 31

January 24 - CMS/CHS H.S.A. sponsored Comedy Night, The View on the Hudson, 6:30 PM

February 17 & 18 - President's Day recess, School closed

President Villani reviewed the information items. Mr. Burke commented that kindergarten registration will be a large one. We are expecting 6 sections of kindergarten next year.

CONSENT AGENDA

A. Motion to Introduce Consent Agenda

On a motion by Trustee Moldt, seconded by Trustee Gorfin and carried, The Board approved the Consent Agenda.

Personnel:	1 THROUGH 3
Educational Planning:	1 THROUGH 4
Finance:	1
Policy:	1

B. Discussion - any item on Consent Agenda - Board of Education Only

Vice President Moldt asked about Tom Steward's retirement. Mr. Burke commented he knew for a while but did not disclose it at Mr. Steward's request. This is definitely a bid position to fill. We will advertise right away.

Trustee Gorfin asked about 2 policies - marijuana and non-public nursing. The board discussed the marijuana policy further.

President Villani asked about Kerri Allison's leave request. Mr. Burke explained teachers, at their request, can return for a week at the beginning of the school year to meet students and help the long-term substitute, then extend a week at the end of their leave.

Trustee Cusick asked if it would be the long-term substitute. Mr. Burke hopes it will be the same but the person may not be the best fit or could find a full-time job.

C. Open floor to public comment on Consent Agenda only

Citizens may address the Board of Education on any item listed on the agenda. Citizens will give their name and address when recognized to speak. A time limit of three minutes per person and a total of 30 minutes for all communications are allowed. Large groups are urged to select someone to represent them.

No public comment on the Consent Agenda.

D. Close public participation

E. ROLL CALL VOTE - CONSENT AGENDA

	<u>ROLL CALL VOTE</u>			
	YES	NO	ABSTAIN	ABSENT
Trustee Cummings	✓			
Trustee Cusick	✓			
Trustee DePalo	✓			
Trustee Gorfin	✓			
Trustee Griffin	✓			
Trustee Klein				✓
Trustee Moldt	✓			
Trustee Odabashian	✓			
Trustee Villani	✓		EP #1	

BOARD PRESIDENT'S REPORT

President Villani stated she had no report to provide but wished everyone a Happy New Year and thanked all for their support.

SUPERINTENDENT'S REPORT

Mr. Burke commented on the start of pre-school classes in the new Early Learning Center of EHB. The opening was successful with little traffic issue. The nurse will be moving into the new addition soon and Mr. Whitney is getting all the technology set up.

Mr. Burke said he is excited about our hosting of the a cappella competition on January 25th. It's a big moment for our school. The competition starts at 7:00 but he recommended arriving by 6:15pm. He gave kudos to the Girls' Basketball team and their event with the Wounded Warriors project with Mr. McCourt. The referees even donated their checks back.

He reminded everyone that Comedy Night is coming up as well as the football banquet.

Mr. Burke noted he will be attending the Techspo conference in Atlantic City at the end of the month to review companies for our new website.

PUBLIC COMMENT - ANY SUBJECT:

Citizens may address the Board of Education on any item not listed on the agenda. Citizens will give their names and addresses when recognized to speak. A time limit of three minutes per person and a total of 30 minutes for all communications are allowed. Large groups are urged to select someone to represent them.

Mr. Yoo - 81 Rose St. asked about the funds remaining from the referendum. He also asked about where the funding will come from to pay for the Director of Curriculum position.

CBOE January 6, 2020 Reorganization & Regular Meeting MINUTES

Ms. Shick - 27 Churchill Rd. - asked if Mr. Roth's appointment to Director of Curriculum is solely a change in title or if it includes a change in responsibility also. She also asked if referendum funds could be used for technology like chromebooks, and what will we be doing to reduce class sizes. She commented that lunch at the CMS/CHS continues to be awful. She questioned if there have been any administration changes in regards to vaping. She asked about the internet wireless signal. She said she watched Freedom Writers and asked if this district has any interest in adding writing programs to the curriculum, as modern students have deficiencies in writing.

TRUSTEE COMMENT

Trustee Klein asked about the 2020/2021 school calendar, and if we are going to finish/graduate on a Monday. The board discussed options. Trustee Klein suggested adding December 23rd to the holiday recess and then ending the year on a Tuesday. Mr. Burke said he would revise the calendar as suggested and have it available for vote at the next meeting.

Trustee Klein reminded everyone of the upcoming Comedy Night.

Trustee Gorfin asked about the enrollment in Option II. He also asked when will decisions be made about the newly freed spaces with the EHB addition. Mr. Burke said the administration will present a variety of options at an upcoming board meeting. We are trying to have a dedicated middle school staff next year.

Trustee Gorfin asked if we are applying for vaping grants. Mr. Burke replied yes, but that we haven't heard back yet. Trustee Gorfin suggested adding vaping research to the biology cancer research project. Mr. Burke loved the idea. Trustee Gorfin asked if there is a time limit to spend the remaining referendum funds.

CLOSED SESSION

On a motion by Trustee Moldt, seconded by Trustee Cummings, and approved by unanimous voice vote, the meeting was adjourned to Closed Session at 8:12 p.m. to discuss litigation and other legal matters.

The Cresskill Board of Education is adjourning to Closed Session. The session may include a discussion of negotiations, contractual matters, litigation and personnel. Pursuant to the Open Public Meetings Act, the Cresskill Board of Education is required to notify the public when the minutes of the closed session will be available. When the need for confidentiality no longer exists, the minutes will be available to the public.

A motion to end Closed Session and resume a Public Session was made by Trustee Cummings, seconded by Trustee Griffin, and approved by unanimous voice vote at 8:28pm.

MOTION TO ADJOURN

Hearing no further business, the meeting was adjourned at 8:28pm on the motion of Trustee Cummings, seconded by Trustee Griffin, and approved by unanimous voice vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dawn Delasandro", written in a cursive style.

Dawn Delasandro
School Business Administrator/
Board Secretary

CRESSKILL BOARD OF EDUCATION
CRESSKILL, NEW JERSEY

CONSENT AGENDA

Regular Meeting
January 6, 2020

PERSONNEL

1. Approval - Retirement of Thomas Steward, Supervisor of Buildings and Grounds, effective June 30, 2020
2. Approval - Estimated maternity related disability paid leave of absence (FMLA) of Kerri Allison, Science teacher, CMS/CHS, effective 04/15/20 through 05/22/20 and the unpaid leave of absence (NJFLA) effective on or about 09/08/20 through 12/07/20
3. Approval - Estimated maternity related disability paid leave of absence (FMLA) of Megan Bliss, Special Education teacher, CMS, effective 05/26/20 through 06/23/20 and the unpaid leave of absence (NJFLA) effective on or about 09/01/20 through 11/30/20

EDUCATIONAL PLANNING

1. Approval - Conferences/Workshops/Travel
2. Approval - Field Trips for 2019-2020
3. Approval - Home Instruction tutor, Yunah Baek, 2/wk, \$33.84/hr, effective 12/03/19
4. Approval - Extended School Year dates for Summer 2020

FINANCE

1. Approval - Contract to Constellation Energy for electricity supply

POLICY

1. Approval - Approval of of the following Policies and Regulations
1613 - Disclosure & Review of Applicant's Employment History, Policy and Regulation (New)
2451 - Adult High School, Policy (New)
5306 - Health Services to Nonpublic School, Policy and Regulation (New)
5330.01 - Administration of Medical Marijuana, Policy and Regulation (New)

0174 - Legal Services, Bylaw (Revised)
0177 - Professional Services, Bylaw (Revised)
1570 - Internal Controls, Policy and Regulation (Revised)

PERSONNEL:

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, accept the retirement of **Thomas Steward**, Supervisor of Buildings and Grounds, effective July 1, 2020.
2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the maternity related disability paid leave of absence (FMLA) of **Kerri Allison**, Science teacher, Cresskill Middle/High School, effective April 15, 2020 through May 22, 2020 and the unpaid leave of absence (NJFLA) effective on or about September 8, 2020 through December 7, 2020.
3. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the maternity related disability paid leave of absence (FMLA) of **Megan Bliss**, Special Education teacher, Cresskill Middle School, effective May 26, 2020 through June 23, 2020 and the unpaid leave of absence (NJFLA) effective on or about September 1, 2020 through November 30, 2020.

EDUCATIONAL PLANNING:

1. **BE IT RESOLVED**, that, subject to the applicable restrictions and requirements set forth in the New Jersey travel payment guidelines as established by the Department of the Treasury, as well as those guidelines established by the Office of Management and Budget, except to the extent that said guidelines conflict with the provisions of Title 18A of the New Jersey Statutes, the Board upon the recommendation of the Superintendent, hereby approves travel related to attendance, as well as the payment and/or reimbursement for the allowable costs and expenses associated with the attendance at the conferences or workshops for the professional staff as noted, so long as said costs and/or expenses are consistent with the provisions of N.J.S.A. 18A:12-11.

Name: Michael Burke
Date(s): January 30 and 31, 2020
Conference: TECHSPO
Location: Harrah's Hotel and Casino
Atlantic City, NJ
Fee: \$475
Lodging/meals: as per GSA guidelines
Transportation: as per GSA guidelines

Name: Erik Roth
Date(s): January 30 and 31, 2020
Conference: TECHSPO
Location: Harrah's Hotel and Casino
Atlantic City, NJ
Fee: \$475
Lodging/meals: as per GSA guidelines
Transportation: as per GSA guidelines

Name: Janelle Amato
Date(s): January 30 and 31, 2020
Conference: TECHSPO
Location: Harrah's Hotel and Casino
Atlantic City, NJ
Fee: \$475
Lodging/meals: as per GSA guidelines
Transportation: as per GSA guidelines

Name: Denise Villani
Date(s): February 8, 2020
Conference: Equity - From One Boardroom to the Classroom
Location: Montville Township High School
Montville, NJ
Fee: \$50
Transportation: as per GSA guidelines

Name: Kristen Sellix
Date(s): February 11, 2020 (half-day, AM)
Conference: Dealing with Emerging Sexuality for Students with
Disabilities
Location: Region V Presentation
Norwood, NJ
Fee: \$0
Transportation: \$0

Name: Kristine Hurley
Date(s): March 6, 2020
Conference: Supporting at Risk ELLS in Literacy Development:
Pre-Referral Interventions & Appropriate Assessment
Approaches
Location: The Westwood
Garwood, NJ
Fee: \$180
Transportation: \$0

2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the attached list of **Field Trips** for the 2019-2020 school year.
3. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve Home Instruction for student #6468983398, with Yunah Baek, Math, 2 hours/week, \$33.84/hour, effective December 3, 2019 with an end date determined upon doctor clearance.

4. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the **Extended School Year** dates for Summer 2020 of July 6, 2020 through August 6, 2020, Monday through Thursday only.

FINANCE:

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the Online Reverse Auction results for the purchase of electricity supply service and award contract to Constellation Energy as the lowest bidder at a rate of \$0.08700 per Kilowatt hour.

POLICY:

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the following Bylaws, Policies and Regulations.
 - 1613 - Disclosure & Review of Applicant's Employment History, Policy and Regulation (New)
 - 2451 - Adult High School, Policy (New)
 - 5306 - Health Services to Nonpublic School, Policy and Regulation (New)
 - 5330.01 - Administration of Medical Marijuana, Policy and Regulation (New)

 - 0174 - Legal Services, Bylaw (Revised)
 - 0177 - Professional Services, Bylaw (Revised)
 - 1570 - Internal Controls, Policy and Regulation (Revised)