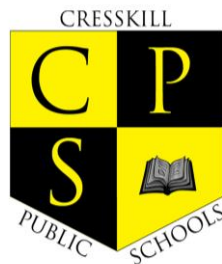


CRESSKILL BOARD OF EDUCATION



**Regular Meeting, June 26, 2017**

Cresskill Middle/High School Media Center, 7:00 PM

**CALL TO ORDER: Pledge of Allegiance**

**ROLL CALL**

Trustee Sally Cummings  
Trustee Michael DePalo  
Trustee Dionna Griffin  
Trustee Mary Klein  
Vice President Stephen Moldt  
Trustee Raffi Odabashian  
Trustee John Park  
Trustee Rosanne Rabinowitz  
President Denise Villani

Michael Burke, Superintendent of Schools  
Antoinette Kelly, 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 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."*

**PUBLIC COMMENTS – AGENDA ITEMS 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.

**A. PERSONNEL**

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve salary agreement between Cresskill Board of Education and **Antoinette Kelly**, CPA, Business Administrator/Board Secretary for the 2017-2018 school year.
2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve salary agreement between Cresskill Board of Education and **Michael Burke**, Superintendent of Schools, effective July 1, 2017 through June 30, 2022.

3. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the attached list of **Non-Athletic and Athletic stipend positions** for the 2017-2018 school year (Attachments P3 & P4).
4. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the change in hours per day of **Mary Cumella**, 1:1 Aide/Classroom Aide, Merritt Memorial School, to 5.65 hours/day, \$16.89/hour, effective September 1, 2017 for the 2017-2018 school year.
5. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, extend the appointment of **Jessica Fallon**, maternity leave replacement teacher for Kristyn Verderese, Special Education, Edward H. Bryan School, \$263 per diem, effective January 19, 2017 through June 20, 2017.
6. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the appointment of **Kelly Capp**, Elementary teacher, Merritt Memorial School, BA, Step 3, \$53,995, effective September 1, 2017 for the 2017-2018 school year.
7. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the appointment of **Sandra Buritica**, World Language teacher, Cresskill Middle/High School, MA, Step 3, \$63,995, effective September 1, 2017 for the 2017-2018 school year.

**ROLL CALL VOTE**

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings				
Trustee DePalo				
Trustee Griffin				
Trustee Klein				
Vice President Moldt				
Trustee Odabashian				
Trustee Park				
Trustee Rabinowitz				
President Villani				

**B. EDUCATIONAL PLANNING**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

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:**

**Steve Kline**

**Dates:**

**July 3 - 7, 2017**

**Conference/Location:**

**AP United States Government & Politics Workshop  
Taft Educational Center**

Watertown, CT 06795

**Registration Fee:**

**\$975**

**Lodging:**

**\$200**

**Transportation/mileage:**

**as per GSA guidelines**

2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2016-2017 school year, approve the following service for student **#1513262446, Michelle Mockler**, 1:1 Aide for Spring Dance, 1.5 hours, \$25.00/hour on May 5, 2017.
3. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2016-2017 school year, approve the following service for student **#2554195518, Kathleen Wilkin**, 1:1 Aide for 8<sup>th</sup> grade graduation, 3 hours, \$16.32/hour totaling \$48.96 on June 19, 2017.
4. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2016-2017 school year, approve the following service for student **#9399808746, Camp Tikvah** at the JCC, Tenafly, \$1,900, effective July 1, 2017 – August 30, 2017. (CONT.)
5. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2016-2017 school year, approve the following service for student **#9559389037, Dr. Nancy Tancer**, Psychiatric service, \$650, effective May 24, 2017.
6. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2017-2018 school year, approve the following service for student **#6631566130, Kristen Sellix, MSW, LCSW**, counseling/support, 2x/week for approximately 9 weeks, one (1) hour each visit at \$33.18/hour, effective June 20, 2017 through approximately August 31, 2017. (NEW)
7. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2017-2018 school year, approve the following service for student **#4793581259, Sage Day**, In-state private school, \$3,200, effective June 26, 2017 – July 28, 2017.
8. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2017-2018 school year, approve the following service for student **#9440489980, Votech Schools, Rockland BOCES CTE Program**, half day, 5 days/week, \$11,968, effective September 6, 2017 – June 21, 2018. (NEW)
9. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2017-2018 school year, approve the following service for student **#3289478147, In-State Approved Private School, Sage Day, Mahwah**, summer tuition, \$3,200, 2017-2018 school year, \$58,230 totaling \$61,430.
10. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, affirms the interventions implemented for the reported incidents for the 2016-2017 school year.
11. **Resolved**, that the Board of Education approve the achievement of the Superintendent's merit goals for the 2016-2017 school year as listed below.
  - By June 2017, increase the amount of services offered through Region V, resulting in enhanced opportunities for students and cost savings (per unit of service)

- of at least 5% as compared to 2015-2016. Quantitative Goal, 3.33% - \$5,244.75.
- Many of our teaching staff members have started to embed Google classroom resources in their lesson plans. The Superintendent will support this initiative by becoming a level one Google certified educator by the end of the 2016-2017 school year. Qualitative Goal, 2.50% - \$3,937.50.
  - The District has received feedback about the difficulty of students and parents to navigate the class assignments and upcoming school assessments. The Superintendent and Administrative Team will review three potential learning management systems for students (LMS), and select one to be implemented in September 2017. Qualitative Goal, 2.50% - \$3,937.50.
  - By June of 2017, the Superintendent will conduct an inventory of all district assets including managed or unmanaged IP enabled devices, applications, and software. Data from the inventory will be used to develop a new asset plan that includes: a complete inventory of assets, a catalog of software licenses and warranty documentation; new policies and guidelines for all phases of asset life cycle; and, replacement and risk management strategies. Quantitative Goal, 3.3% - \$5,244.75.

### ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings				
Trustee DePalo				
Trustee Griffin				
Trustee Klein				
Vice President Moldt				
Trustee Odabashian				
Trustee Park				
Trustee Rabinowitz				
President Villani				

### C. FINANCE

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the Bill List for the balance of June 2017. The signing of the warrants for the balance of June 2017 check register to be offered by Sally Cummings and John Park. (Attachment F-1)

Fund 10	General Fund	\$2,440,065.14
Fund 20	Special Revenue	\$20,890.78
Fund 30	Capital Projects	\$24,729.58
Fund 40	Debt Service	\$0.00
Fund 60	Cafeteria Account	\$44,379.70
Total		\$2,530,065.20

Voided Check      Fund 30      (\$12,589.95)

2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the Board Secretary's Report for the month ending May 2017 and certify that no major account has been over expended in violation of NJAC 6A:23-2.11© 3k, and that, pursuant to N.J.S.A. 18A:22-8 and 18A:22-8-1 sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Attachment F-2)

3. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the Monthly Reconciliation Report for the month ending May 2017. (Attachment F-3)
4. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the budget transfers for the month of May 2017. (Attachment F-4)
5. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the Business Administrator to pay July 2017 bills.
6. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the following:

Section 1. The Board of Education hereby accepts the recommendation of the Superintendent of Schools to accept the Preliminary Eligible Costs of State Projects related to Building Addition and Interior Renovations at the Edward H. Bryan Elementary School (No. 0990-050-17-1000) approved by the State Department of Education Office of Facilities, as set forth in Attachment F-5 hereto (The Preliminary Eligible Costs")

Section 2. The Superintendent of Schools and Board Secretary are hereby authorized to take all actions deemed necessary, desirable or convenient by Bond Counsel to the Board of Education with respect to the Preliminary Eligible Costs and related projects.

Section 3. This resolution shall take effect immediately.

## **7. APPROVE MAXIMUM DISTRICT TRAVEL EXPENDITURE**

**WHEREAS**, pursuant to N.J.S.A. 18A:11-12, in each pre-budget year, the Cresskill Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

**WHEREAS**, the Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by State and local funds; and

**WHEREAS**, the Board of Education has not elected to exclude travel expenditures supported by federal funds from the maximum travel expenditure amount; and

**WHEREAS**, the Board has determined that the total amount of travel expenditures supported by federal funds from the 2015-2016 school year, was \$0

**WHEREAS**, the Board has determined that the total amount of travel expenditures supported by federal funds for the 2016-2017 school year was \$0; and

**WHEREAS**, the Board has determined that the total amount of travel expenditures supported by federal funds for the 2017-2018 school year, is \$0

**RESOLVED**, that the Cresskill Board of Education hereby establishes the maximum travel expenditure amount for the 2017-2018 school year as \$80,000.

## **8. Approve Transfer of Current Year Surplus to Maintenance Reserve**

**WHEREAS**, N.J.A.C. 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

**WHEREAS**, the Cresskill Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account at year end; and

**WHEREAS**, the Cresskill Board of Education has determined that an amount not to exceed \$100,000 is available for such purpose of transfer;

**SO, THEREFORE, BE IT RESOLVED**, by the Cresskill Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

9. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the transfer of current year surplus to capital reserve.

**WHEREAS**, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

**WHEREAS**, The Cresskill Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

**WHEREAS**, the Cresskill Board of Education has determined that up to \$400,000 is available for such purpose to transfer;

**NOW THEREFORE BE IT RESOLVED** by the Cresskill Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

**10. 2017-2018 Anticipated Contracts to be Renewed, Awarded, or to expire during the school year – PL 2015 – Chapter 47**

Pursuant to PL 2015, Chapter 47 the Cresskill Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular New Jersey Title 18A:18.et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part2000. Compliance with new contracts, not listed here, will be addressed prior to Board action.

11. **WHEREAS**, in response to an advertised request for proposals for Paraprofessional Services ("Services"), the Cresskill Board of Education ("Board") awarded and entered into a contract with Insight Workforce Solutions, LLC ("Consultant") for the Services for the 2015-2016 school year; and

**WHEREAS**, the request for proposals and contract state that the contract may be extended for two additional one-year periods as permitted by law; and

**WHEREAS**, the Board desires to extend the Services for the school year; and

**WHEREAS**, the Board has determined that Consultant has performed the Services in an effective and efficient manner; and

**WHEREAS**, the parties have agreed that any price increase for the Services will be based upon the price of the original contract and shall not exceed the index rate for the 12 months preceding the most recent quarterly calculation available.

**NOW, THEREFORE, BE IT RESOLVED**, that the above recitals are incorporated herein by reference; and

**BE IT FURTHER RESOLVED**, that the Board hereby extends the contract for the Services with Consultant for one-year which shall end at the end of the 2017-2018 school year; and **BE IT FURTHER RESOLVED**, that the terms and conditions of the extension shall be substantially the same as in the original contract.

**12. Resolved**, that the Board of Education, upon recommendation of the Superintendent, renew the service agreement between Lightpath and the Cresskill Board of Education for private fiber network, voice services and dedicated internet services for the 2017-2018 school year in the amount of \$102,000.

**13. Resolved**, , that the Board of Education, upon recommendation of the Superintendent, renew the service agreement between Systems 3000 and the Cresskill Board of Education for renewal of the maintenance contract for Fund Account, Human Resources and Payroll modules the 2017-2018 school year in the amount of \$18,960.00.

**14. Resolved**, that the Board of Education, upon recommendation of the Superintendent, accept the 2017-2018 grant allocation for the IDEA Grant and authorize the Business Administrator to submit the application.

DESCRIPTION	PUBLIC AMOUNT	NON-PUBLIC AMOUNT
IDEA – BASIC	\$296,881.00	\$ 32,717.00
IDEA – PRE-SCHOOL	\$ 14,257.00	\$ 0.00

**15. WHEREAS**, on April 19, 2017, the Board of Education approved a thirty year Lease Agreement with the Borough of Cresskill after conducting a public hearing;

**WHEREAS**, the Lease Agreement was subject to the review and approval of the Local Finance Board;

**WHEREAS**, revisions to the use of the property by the Borough of Cresskill and the rent had to be made to address issues raised by the Local Finance Board; and

**WHEREAS**, that the Board of Education and the Borough of Cresskill desire to revise Section 14 and Schedule A of the Lease Agreement;

**BE IT FURTHER RESOLVED** that the Board of Education approves the thirty year Lease Agreement with the Borough of Cresskill and authorizes the insertion of pages 5 and 10 which revises Section 14 and Schedule A of the Lease Agreement that was approved and signed by the Board of Education on April 19<sup>th</sup>, 2017. (Attachment F-6)

**ROLL CALL VOTE**

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings				
Trustee DePalo				
Trustee Griffin				
Trustee Klein				
Vice President Moldt				
Trustee Odabashian				
Trustee Park				
Trustee Rabinowitz				
President Villani				

**D. POLICY**

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**ROLL CALL VOTE**

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings				
Trustee DePalo				
Trustee Griffin				
Trustee Klein				
Vice President Moldt				
Trustee Odabashian				
Trustee Park				
Trustee Rabinowitz				
President Villani				

**BOARD PRESIDENT'S REPORT**

**SUPERINTENDENT'S REPORT**

**INFORMATION ITEMS**

*July 24 – CBOE Regular Meeting, CMS/CHS Media Center, 7:00 PM*

*August 21 – CBOE Regular Meeting, CMS/CHS Media Center, 7:00 PM*

**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.

**TRUSTEE COMMENT**

**MOTION TO ADJOURN:**

**Hearing no further business, the meeting is adjourned at \_\_\_\_\_ PM on motion of Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_.**

**CLOSED SESSION (IF NECESSARY)**

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 this closed session will be available. When the need for confidentiality no longer exists, the minutes will be available to the public.