

The Board of Education of the Borough of North Caldwell in the County of Essex, New Jersey, convened in executive session on February 23, 2016, in the Grandview School Cafeteria, Hamilton Drive East, North Caldwell, NJ, at 7:30 p.m.

Mr. Michael Halik, Business Administrator, indicated that in compliance with the Open Public Meetings Act, notice of this meeting had been properly advertised and the agenda had been posted at the appropriate locations.

Roll call by the Business Administrator:

Present: Mr. Robert Projansky, President
 Mrs. Valerie Buccino, Vice President
 Mrs. Jann Skelton
 Mrs. Mary Mokris
 Mrs. Mindy Opper

Absent: None

Also Present: Dr. Linda Freda, Superintendent
 Mr. Michael Halik, Business Administrator / Board Secretary

BOARD PRESIDENT'S REPORT

Mr. Projansky congratulated Ms. Wagner on guide movement. He also sent congratulations to Mrs. Rosen and Mrs. Currie on their retirement noting the loss of two fine teachers.

Mr. Projansky reported that he, Dr. Freda and Mr. Halik are meeting with the town to open communication and will report back to the Board at a later time.

SUPERINTENDENT'S REPORT

Dr. Freda also congratulated Ms. Wagner and wished Mrs. Rosen and Mrs. Currie the best of luck in their retirement.

PUBLIC RECOGNITION

None

GENERAL RESOLUTIONS

- G1. RESOLVED** that the Board of Education approve **Policy 1240, Evaluation of Superintendent**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G2. RESOLVED** that the Board of Education approve **Regulation 1240, Evaluation of Superintendent**, at first reading

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G3. RESOLVED** that the Board of Education approve **Policy 3221, Evaluation of Teachers**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G4. RESOLVED** that the Board of Education approve **Regulation 3221, Evaluation of Teachers**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G5. RESOLVED** that the Board of Education approve **Policy 3222, Evaluation of Teaching Staff Members Excluding Teachers and Administrators**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G6. RESOLVED** that the Board of Education approve **Regulation 3222, Evaluation of Teaching Staff Members Excluding Teachers and Administrators**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G7. RESOLVED** that the Board of Education approve **Policy 3223, Evaluation of Administrators Excluding Principals, Vice Principals, and Assistant Principals**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G8. RESOLVED** that the Board of Education approve **Regulation 3223, Evaluation of Administrators Excluding Principals, Vice Principals and Assistant Principals**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G9. RESOLVED** that the Board of Education approve **Policy 3224, Evaluation of Principals, Vice Principals and Assistant Principals**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G10. RESOLVED** that the Board of Education approve **Regulation 3224, Evaluation of Principals, Vice Principals and Assistant Principals**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G11. RESOLVED** that the Board of Education approve **Policy 3431.1, Family Leave**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

- G12. RESOLVED** that the Board of Education approve **Policy 4431.1, Family Leave**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

G13. RESOLVED that the Board of Education approve **Policy 5337, Service Animals**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

G14. RESOLVED that the Board of Education approve **Policy 5516, Use of Electronic Communication and Recording Devices (ECRD)**, at first reading.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

G15. RESOLVED that the Board of Education approve payment to **Dr. Sy-Te** in the amount of \$675.00 for a neurological assessment for **student #8004045**.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

G16. RESOLVED that the Board of Education approve the second grade class trip to **World of Wings Butterfly Atrium and Museum**.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

G17. WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2016-2017 school year, and

WHEREAS, the North Caldwell Board of Education desires to apply for this waiver due to the fact that we project having fewer than forty (40) Medicaid eligible classified students;

NOW THEREFORE BE IT RESOLVED, that the North Caldwell Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Essex an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2016-2017 school year.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

G18. RESOLVED that the Board of Education approve the facilities use application submitted on behalf of **West Essex Field Hockey** for the 2015-2016 school year.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

G19. RESOLVED that the Board of Education approve payment to **Dr. Sy-Te** in the amount of \$675.00 for a neurological assessment for **student #8005272**.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

G20. RESOLVED that the Board of Education approve the facilities use application submitted on behalf of **North Caldwell Recreation** for the 2015-2016 school year.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

G21. RESOLVED that the Board approve the submission of the **Comprehensive Equity Plan** for school year 2016-2019.

Moved: Mrs. Skelton Seconded: Mrs. Mokris

Yes: 5 No: 0

BUSINESS RESOLUTIONS

B1. RESOLVED that the Board of Education approve the **Public Minutes of January 19, 2016**.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B2. RESOLVED** that the Board of Education approve the **January 29, 2016, payroll** in the amount of \$314,533.86.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B3. RESOLVED** that the Board of Education approve the **January 14, 2016, Hand Check Register** in the amount of \$25.00.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B4. RESOLVED** that the Board of Education approve the **January 22, 2016, Hand Check Register** in the amount of \$47,316.24.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B5. RESOLVED** that the Board of Education approve the attached Board Secretary's and Treasurer's **Monthly Financial Reports** for December 2015.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B6. WHEREAS** pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of December 2015, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1; therefore be it

RESOLVED that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of December 2015, the Board Secretary Monthly Financial Report, did not reflect an over expenditure in any Major Account or Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B7. RESOLVED** that the Board of Education approve the **February 23, 2016, Bills and Claims** in the amount of \$215,257.49.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B8. RESOLVED** that the Board of Education approve the attached Title I Tutoring expenditures for the month of January 2016.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B9. RESOLVED** that the Board of Education approve the **January 29, 2016, Hand Check Register** in the amount of \$499.00.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B10. RESOLVED** that the Board of Education approve the **January 29, 2016, Hand Check Register** in the amount of \$189,455.53.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B11. RESOLVED** that the Board of Education approve the **February 9, 2016, Hand Check Register** in the amount of \$803,487.50.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B12. RESOLVED** that the Board of Education approve the **December 30, 2015, Hand Check Register** in the amount of \$216.48.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B13. RESOLVED** that the Board of Education approve the **December 30, 2015, Hand Check Register** in the amount of \$99.02.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B14. RESOLVED** that the Board of Education approve the **February 12, 2016, payroll** in the amount of \$340,612.77.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B15. RESOLVED** that the Board of Education approve the **February 17, 2016, Hand Check Register** in the amount of \$25.00.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

- B16. RESOLVED** that the Board of Education approve the following resolution and agreement with the Morris Essex Insurance Group (MEIG) for the 2016-2017 school year:

WHEREAS, a number of Boards of Education in Essex County have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-18B and;

WHEREAS, said Pool was approved effective February 10, 1984, by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool, and;

WHEREAS, the Board of Education of North Caldwell has determined that membership in the **MORRIS ESSEX INSURANCE GROUP** is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of North Caldwell does hereby agree to renew membership in the **MORRIS ESSEX INSURANCE GROUP** and hereby accept the Bylaws as

approved and adopted. The renewal term is from July 1, 2016 to June 30, 2017.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Pool's Bylaws and to deliver the same to the Executive Director.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

**MORRIS ESSEX INSURANCE GROUP
MEMBERSHIP, INDEMNITY AND TRUST AGREEMENT**

THIS AGREEMENT, made this first day of July 2016 in the County of Essex State of New Jersey By and Between: **MORRIS ESSEX INSURANCE GROUP** hereinafter referred to as Pool; and the Board of Education of North Caldwell a duly constituted unit of government hereinafter referred to as the Board:

WITNESSETH:

WHEREAS, several local school districts have collectively formed or are in the process of forming a School Board Pool as such an entity is authorized and described in NJSA 18A:18B and the administrative regulations promulgated pursuant thereto and;

WHEREAS, the Board has agreed to renew membership in the Pool and to share in the obligations and benefits flowing from such membership with other members of the Pool in accordance with and to the extent provided for in the Bylaws of the Pool and in consideration of such obligations and benefits to be shared by the membership of the Pool;

NOW THEREFORE, it is agreed as follows:

1. The BOARD accepts the POOL'S Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of the said Bylaws and the pertinent Statutes and Administrative Regulations pertaining to the same.
2. The BOARD agrees to participate in the POOL with respect to Self-Insured Workers' Compensation and if applicable, to participate in the Insured Joint Purchasing Pool for Property, Liability, Auto, Crime, Excess Liability, Environmental, School Board Legal and any other insurance offered by the POOL, allowed by law.
3. The BOARD agrees to renew membership in the POOL for the period of three **(1) years, the commencement of which shall be July 1, 2016.**
4. The BOARD certifies that it has never defaulted any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two years prior to the date hereof.
5. In consideration of membership in the POOL the BOARD agrees that it shall jointly and severally assume and discharge the liability of each and every member of the POOL, all of whom as a condition of membership in the POOL shall execute a verbatim counter-part of this Agreement and by execution hereof the full faith and credit of the BOARD is pledged to the punctual payment of any sums which shall become due to the POOL in accordance with the Bylaws thereof, this Agreement or any applicable Statute.
6. If the POOL in the enforcement of any part of this Agreement shall incur necessary expense or become obligated to pay an attorney's fees and/or Court costs the BOARD agrees to reimburse the POOL for all such reasonable expenses, fees and costs on demand.
7. The BOARD and the POOL agree that the POOL shall hold all monies paid by the BOARD to the POOL as fiduciaries for the benefit of POOL claimants all in accordance with NJSA 18A:18B.
8. The POOL shall establish separate Trust Accounts for each of the following categories of risk and liability:
 - a) Claims or Loss Retention Fund
 - b) Administrative
 - c) Workers' Compensation Premium

The POOL shall maintain Trust Accounts aforementioned in accordance with NJSA 18A:18B, the POOL'S Bylaws and such other Statutes as maybe applicable. Specifically the "Claims or Loss Retention Fund" Trust Account shall be utilized solely for the payment of claims, allocated claim expense and excess insurance or re-insurance premiums for each such risk or liability or as "surplus",

9. Each BOARD who shall become a member of the POOL shall be obligated to execute this Agreement.

MEIG
GROUP

NORTH CALDWELL
BOARD OF EDUCATION

BUSINESS ADMINISTRATOR/BOARD SECRETARY

B17. RESOLVED that the Board of Education approve the **December 2015** transfers listed:

North Caldwell Board of Education						
LINE ITEM TRANSFERS						
Date: December 31, 2015						
To account #	Account Name	Amount	From account #	Account Name	Amount	
11-000-213-610-01-00	HEALTH SUP. GOULD	800.00	11-000-261-610-03-02	BLDG REPAIR/MAINT GLD	(3,500.00)	
11-000-222-177-00-00	ED MEDIA COORDINATOR	2,000.00	11-000-261-610-03-03	BLDG REPAIR/MAINT GDV	(3,500.00)	
11-000-230-105-03-00	EXEC. SEC. SUPT. SALARY	1,000.00	11-000-262-621-01-01	ENERGY-NATURAL GAS-GLD	(2,500.00)	
11-000-240-103-01-00	PRIN. SALARY GOULD	750.00	11-000-262-621-01-02	ENERGY-NATURAL GAS-MTN	(1,500.00)	
11-000-240-103-02-00	PRIN. SALARY GRANDVIEW	750.00	11-000-262-621-02-01	ENERGY-NATURAL GAS-GDV	(1,000.00)	
11-000-251-100-00-00	CENTRAL OFFICE-Salaries	2,500.00	11-000-262-622-01-00	ENERGY-ELECTRICITY-GLD	(1,500.00)	
11-000-252-110-00-00	Technology Admin	750.00	11-000-262-622-02-00	ENERGY-ELECTRICITY-GDV	(1,000.00)	
11-000-261-610-03-01	BLDG REPAIR/MAINT DIST	7,000.00	11-000-270-511-03-00	TRANSPORTATION: REGULAR	(10,000.00)	
11-000-262-104-03-00	DIR BLDG/GRND GLD	400.00	11-000-270-515-03-00	TRANSPORTATION: SPECIAL	(7,050.00)	
11-000-262-104-03-01	DIR BLDG/GRND GDV	400.00	11-000-291-270-03-01	HEALTH BENEFITS	(26,000.00)	
11-000-262-110-03-03	OVERTIME CUSTODIANS	3,000.00	11-190-100-610-01-01	SUPPLIES: GENERAL GOULD	(800.00)	
11-000-262-110-04-00	CUSTODIAN SUBSTITUTES	10,000.00				
11-000-262-490-02-00	WATER CHARGE: GRANDVIEW	6,000.00				
11-000-291-270-03-02	DENTAL	1,500.00				
11-190-100-500-06-00	OTHER PURCH SRVCS-TECH	20,000.00				
11-190-100-610-01-04	SUPPLIES: NON CONS GLD	1,500.00				
	Total Transfers	58,350.00		Total Transfers	(58,350.00)	
						0.00

Moved: Mrs. Skelton

Seconded: Mrs. Buccino

Yes: 5 No: 0

B18. RESOLVED that the Board of Education approve the **February 19, 2016, Hand Check Register** in the amount of \$24,918.68.

Moved: Mrs. Skelton Seconded: Mrs. Buccino

Yes: 5 No: 0

PERSONNEL RESOLUTIONS

P1. WHEREAS, The below listed staff members have applied for tuition reimbursement in accordance with Article 6, Section C of the negotiated agreement, and have completed requirements in accordance with the same.

BE IT HEREBY RESOLVED, That the Board approve the reimbursement of tuition in the amounts listed for the courses attended during the **Summer of 2015:**

Name	Course	School	# of Credits	.5 x Eligible Amount
Gray, C.	Motivating Students	La Verne	3	\$330.00
Doyen, G.	Diagnosis & Correction of Reading	Caldwell University	3	\$900.00
	Brain Based Literacy Inst	Caldwell University	3	\$900.00
Eisinger, L.	Diagnosis of Dyslexia	FDU	2	\$600.00
Laurenzano, D.	History of Multisensory Inst	FDU	1	\$300.00
	Ipad Apps to Support Reading	FDU	1	\$300.00
Schlachter, M.	FDR Man of Vision	Laverne University	3	\$345.00
Wagner, L.	Supervised Practicum in Practicum	FDU	3	\$900.00
	Curriculum Program Eval	FDU	3	\$900.00
Veneziano, D.	Nature & Needs of Individuals w/Disabilities	Centenary	3	\$900.00
	Behavior Management	Centenary	3	\$900.00

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

- P2. WHEREAS,** The below listed staff members have applied for tuition reimbursement in accordance with Article 6, Section C of the negotiated agreement, and have completed requirements in accordance with the same.

BE IT HEREBY RESOLVED, That the Board approve the reimbursement of tuition in the amounts listed for the courses attended during the **Fall of 2015:**

Name	Course	School	# of Credits	.5 x Eligible Amount
Brady, J.	Applied Music	MSU	3	\$900.00
Edwards, J.	Diagnosis of Reading Problems	WPU	3	\$900.00
Mead, A.	Teaching Writing	Caldwell University	3	\$900.00
	Supervised Practicum	Caldwell University	3	\$900.00
Trioano, J.	Ed Law & Regulations	Caldwell University	3	\$900.00
Venziano, D.	Inclusive Practices	Centenary	3	\$900.00
	Inst for SPED	Centenary	3	\$900.00
Wagner, L.	Reading Specialist	FDU	3	\$900.00

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

- P3. RESLOVED** that the Board of Education approve the Professional Development Workshops/Conferences costs for the following teachers:

Name	Date	Workshop	Cost	Travel
Falco, T.	3/14,15,16	Buildings & Grounds Expo	\$125.00	\$468.00
Husk, J.	2/19/2016	Writing Quality Goals & Objectives	\$25.00	
Johannsen, L.	3/3/2016	Strategies for Deaf/Blind	\$30.00	

Johnson, S.	3/3/2016	Strategies for Deaf/Blind	\$30.00	
Lista, E.	3/3/2016	Strategies for Deaf/Blind	\$30.00	
Norton, L.	4/7/2016	Google Apps & Tools	\$239.00	
Ortiz, F. to Replace Leigh Wagner	2/22/2016	Conquer Mathematics	\$125.00	
Socci, D.	3/3/2016	Strategies for Deaf/Blind	\$30.00	
Zaccaria, G.	3/3/2016	Strategies for Deaf/Blind	\$30.00	

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

- P4. RESOLVED** that the Board of Education approve movement on the salary guide for the following staff members effective February 1, 2016, pursuant to the terms of the negotiated agreement:

<u>Teacher</u>	<u>From</u>	<u>To</u>
Leigh Wagner	BA 30	MA

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

- P5. RESOLVED** that the Board of Education approve **Leigh Wagner** movement on the guide from BA 30 Step 4 to MA Step 4, at a prorated salary of \$52,218.00, effective February 1, 2016 to June 30, 2016.

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

- P6. RESOLVED** that the Board of Education approve **Leigh Wagner** for the Title I tutoring program effective December 7, 2015 to June 30, 2016.

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

- P7. RESOLVED** that the Board of Education regrettfully accept the resignation of **Karen Rosen** effective July 1, 2016.

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

P8. RESOLVED that the Board of Education regrettfully accept the resignation of **Patricia Currie** effective July 1, 2016.

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

OLD BUSINESS

The Transportation Committee reported they discussed and came up with three (3) options in order to move forward:

- Keep Existing Courtesy Structure and cut back service as costs increase
- Eliminate all Courtesy Busing and only provide transportation mandated by law
- Go to a Subscription Busing Program

The Committee feels the best way to move forward at this time is subscription busing and will make a presentation to the Board in March.

NEW BUSINESS

The Business Administrator reported a \$7,704 State Aid increase for next year. There is a 3.3% increase in the aid formula. This will be a 2.31% increase in State Aid for the 2016-2017 budget.

The following resolution was called at approximately 8:10 p.m.

RESOLVED that in accordance with section 8 of the Open Public Meetings Act, Chapter 231, Public Law 1975, the Board has the authority to adjourn to closed session to discuss matters pertaining to negotiations. Said matters will be made public upon their disposition.

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

As there was no further business to discuss, the Board adjourned at 8:12 p.m.

Moved: Mrs. Mokris Seconded: Mrs. Buccino

Yes: 5 No: 0

PUBLIC SESSION

FEBRUARY 23, 2016

Respectfully Submitted,

Michael Halik
Business Administrator / Board Secretary