

The Board of Education of the Borough of North Caldwell in the County of Essex, New Jersey, convened in executive session on March 15, 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:               Mrs. Valerie Buccino, Vice President  
                              Mrs. Jann Skelton  
                              Mrs. Mary Mokris  
                              Mrs. Mindy Oppen

Absent:                Mr. Robert Projansky, President

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

**BOARD VICE PRESIDENT'S REPORT**

Mrs. Buccino reminded everyone that on Monday, March 21<sup>st</sup> there will be a transportation meeting for community input/discussion.

She also reported that the Support Staff Contract for the North Caldwell Education Association has been finalized.

**SUPERINTENDENT'S REPORT**

Dr. Freda reminded everyone that conferences will be held next week. She also stated that a Penguin from Jenkinson's Aquarium visited the kindergarten today and the students thoroughly enjoyed the educational presentation.

**PUBLIC RECOGNITION**

None

GENERAL RESOLUTIONS

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

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

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

**G15. RESOLVED** that the Board of Education approve the facilities use application submitted on behalf of **North Caldwell Recreation** for the 2015-2016 school year for Quickstart Tennis.

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

**G16. RESOLVED** that the Board of Education approve the Personal Information, Data Protection and Information Security Agreement with **Real Time Consultants, Inc., 777 Corporate Drive, Ste 1, Mahwah, NJ 07430** in response to RFQ for Backup/Recovery Service dated January 15, 2016, in the amount of \$995.00 for 36 months with initial setup fee of \$750.00, effective as soon as possible.

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

**G17. RESOLVED** that the Board of Education approve payment to **Dr. Sy-Te** in the amount of \$675.00 for a neurological assessment for **student #8004448**.

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

**G18. RESOLVED** that the Board of Education approve the Collective Bargaining Agreement between the North Caldwell Board of Education and the **North Caldwell Education Association Support Staff Unit** effective 2015 - 2018 school years.

Moved: Mrs. Skelton                      Seconded: Mrs. Oppen

Yes: 4    No: 0

- G19. RESOLVED** that the Board of Education approve the facilities use application submitted on behalf of **North Caldwell Recreation** for the 2015-2016 school year for Multisport.

Moved:	Mrs. Skelton	Seconded:	Mrs. Oppen
Yes:	4	No:	0

### **BUSINESS RESOLUTIONS**

- B1. RESOLVED** that the Board of Education approve the **Public and Confidential Minutes of February 23, 2016**.

Moved:	Mrs. Oppen	Seconded:	Mrs. Mokris
Yes:	4	No:	0

- B2. RESOLVED** that the Board of Education approve the **February 29, 2016, payroll** in the amount of \$312,436.78.

Moved:	Mrs. Oppen	Seconded:	Mrs. Mokris
Yes:	4	No:	0

- B3. RESOLVED** that the Board of Education approve the **February 23, 2016, Hand Check Register** in the amount of \$22,652.86.

Moved:	Mrs. Oppen	Seconded:	Mrs. Mokris
Yes:	4	No:	0

- B4. RESOLVED** that the Board of Education approve the **February 25, 2016, Hand Check Register** in the amount of \$28,627.81.

Moved:	Mrs. Oppen	Seconded:	Mrs. Mokris
Yes:	4	No:	0

- B5. RESOLVED** that the Board of Education approve the attached Board Secretary's and Treasurer's **Monthly Financial Reports** for January 2016.

Moved: Mrs. Oppen                      Seconded: Mrs. Mokris

Yes: 4    No: 0

- B6. WHEREAS** pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of January 2016, 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 January 2016, 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. Oppen                      Seconded: Mrs. Mokris

Yes: 4    No: 0

- B7. RESOLVED** that the Board of Education approve the **March 15, 2016, Bills and Claims** in the amount of \$245,870.14.

Moved: Mrs. Oppen                      Seconded: Mrs. Mokris

Yes: 4    No: 0

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

Moved: Mrs. Oppen                      Seconded: Mrs. Mokris

Yes: 4    No: 0

- B9. RESOLVED** that the Board of Education approve the **March 4, 2016, Hand Check Register** in the amount of \$815.52.

Moved: Mrs. Oppen                      Seconded: Mrs. Mokris

Yes: 4    No: 0

- B10. RESOLVED** that the Board of Education approve the **March 15, 2016, payroll** in the amount of \$334,273.62.

Moved: Mrs. Oppen                      Seconded: Mrs. Mokris

Yes: 4                                      No: 0

- B11. RESOLVED** that the North Caldwell Board of Education approves the submission of the preliminary 2016-2017 School budget to the County Office of the New Jersey State Department of Education as follows:

	<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
General Fund	\$12,622,655	\$11,867,700
Special Revenue Fund	\$ 138,103	
Debt Service Fund	<u>\$ 680,375</u>	<u>\$ 680,375</u>
Total Budget	\$13,441,133	\$12,548,075

Moved: Mrs. Oppen                      Seconded: Mrs. Mokris

Yes: 4                                      No: 0

- B12. RESOLVED** that the Board of Education approve the **March 15, 2016, Hand Check Register** in the amount of \$182,080.71.

Moved: Mrs. Oppen                      Seconded: Mrs. Mokris

Yes: 4                                      No: 0

- B13. RESOLVED** that the Board of Education approve proposal for Professional Services for Partial Window Replacement at Gould School at an estimated project cost of \$295,000.

Moved: Mrs. Oppen                      Seconded: Mrs. Mokris

Yes: 4                                      No: 0

**PERSONNEL RESOLUTIONS**

- P1. RESOLVED** that the Board of Education approve the following support staff retroactive contracts effective September 1, 2015 to June 30, 2016.

**SUPPORT STAFF SALARY GUIDE**  
**2015-2016**

**AIDES**

Cirillo, K.	\$22,713.00 Aide Step 1
Conroy, Erica	\$23,097.00 Aide Step 3
Della Valle, Genine	\$23,097.00 Aide Step 3
Della Valle, Nancy	\$23,097.00 Aide Step 3
De Rosa, Gail	\$23,097.00 Aide Step 3
Doolen, A.	\$23,097.00 Aide Step 3
Gregory, Janet	\$26,570.00 Inst Assistant Step 4
Householder, Cindy	\$23,097.00 Aide Step 3
Jones, R. 9/1-11/30	\$25,530.00 Inst Assistant Step 2
Marotta, Suzy	\$26,570.00 Inst Assistant Step 4
Miller, M.	\$23,097.00 Aide Step 3
Pennisi, Alba	\$23,097.00 Aide Step 3
Perillo, Lisa	\$23,014.00 Aide Step 2
Ryan, Patty	\$23,097.00 Aide Step 3
Scandiffio, Maureen	\$23,097.00 Aide Step 3
Tomea, Rosemary	\$23,097.00 Aide Step 3
Zerance, Mary Jo	\$23,097.00 Aide Step 3

**CUSTODIAL/MAINTENANCE**

Bogden, Dan	\$48,950.00 Custodial Step 10
Caputo, Kevin	\$41,665.00 Custodial Step 3
Casaburi, Michael	\$56,147.00 Maintenance Step 5
Martino, Mark	\$47,573.00 Custodial Step 9
Messier, John	\$43,510.00 Custodial Step 5



## SECRETARIES

Marlo, R.	\$32,509.00 Secretarial Step 3
Shabazian, Beth	\$40,866.00 Secretarial Step 11
Wefferling, Debbie	\$40,866.00 Secretarial Step 11

Moved: Mrs. Skelton      Seconded: Mrs. Mokris

Yes: 4      No: 0

- P2. RESOLVED** that the Board of Education approve **Dennis Pignataro** as a substitute teacher for the remaining 2015-2016 school year.

Moved: Mrs. Skelton      Seconded: Mrs. Mokris

Yes: 4      No: 0

- P3. RESOLVED** that the Board of Education approve **Mary Vassallo** as a long term substitute teacher at a per diem rate of \$90.00, effective February 22, 2016 to June 15, 2016.

Moved: Mrs. Skelton      Seconded: Mrs. Mokris

Yes: 4      No: 0

- P4. RESLOVED** that the Board of Education approve the Professional Development Workshops/Conferences costs for the following teachers:

Name	Date	Workshop	Cost	Travel
Halik, M.	4/14/16	Environmentally Preferable Purchasing	\$50.00	
	6/8-6/10	NJASBO	\$150.00	\$589.76
Adlon, I.	3/10/16	PARCC Presentation		
Barone, D.	3/14/16	Writing Workshop		
Kanter, T.	3/14/16	Writing Workshop		

Moved: Mrs. Skelton      Seconded: Mrs. Mokris

Yes: 4      No: 0

**OLD BUSINESS**

The Board was given an update on Transportation for the 2016-2017 school year. Also, the committee said there would be a report on the three (3) options on March 21<sup>st</sup>.

**NEW BUSINESS**

Dr. Freda spoke about “giving back” days for the unused snow days that have been built into the calendar. She stated West Essex is giving back the Friday and Tuesday of Memorial Day weekend.

Mr. Halik discussed the 2016-2017 budget stating he would meet with the Board Members to go over it in detail in the next few weeks.

The following resolution was called at approximately 7:44 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 personnel. Said matters will be made public upon their disposition.

Moved: Mrs. Mokris                      Seconded: Mrs. Skelton

Yes: 4    No: 0

As there was no further business to discuss, the Board adjourned at 8:05 p.m.

Moved: Mrs. Mokris                      Seconded: Mrs. Skelton

Yes: 4    No: 0

Respectfully Submitted,

Michael Halik  
Business Administrator / Board Secretary