

The Board of Education of the Borough of North Caldwell in the County of Essex, New Jersey, convened in executive session on December 10, 2019, in the Grandview School Cafeteria, Hamilton Drive East, North Caldwell, NJ, at 7:33 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. Mary Mokris, Vice President  
Mrs. Jordan Shumofsky  
Mrs. Mindy Opper  
Mr. Matt Atlas

Absent: None

Also Present: Dr. Linda Freda, Superintendent  
Mr. Michael Halik, Business Administrator / Board Secretary  
Mr. Eric Thomasevich, Auditor, Lerch, Vinci & Higgins, LLC

**BOARD PRESIDENT'S REPORT**

Mr. Projansky reported the New Jersey School Board Association (NJSBA) newsletter had an article regarding construction referendums being voted on and he mentioned we should keep an eye on the results. He also extended comfort and wishes to Mrs. Penisi and her family during this hard time.

**SUPERINTENDENT'S REPORT**

Dr. Freda thanked parents and the community for their Turkey Trot donations and generosity noting it was the best drive ever. She also thanked Mrs. Zimmermann, Mrs. Arena and Ms. Dillenkoffer for their help organizing the drive. She also noted the pajama drive which was held at the Grandview School.

Dr. Freda thanked the NCPE for donating lunch for our staff on the upcoming professional development day.

Mr. Thomasevich gave the audit presentation going over resource balances noting the district had no recommendations or corrective actions and was in great financial standing.

**PUBLIC RECOGNITION**

None

GENERAL RESOLUTIONS

**G1. RESOLVED** that the Board of Education approve **Policy 1642, Earned Sick Leave Law**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G2. RESOLVED** that the Board of Education approve **Regulation 1642, Earned Sick Leave Law**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G3. RESOLVED** that the Board of Education approve **Policy 3159, Teaching Staff Member/School District Reporting Responsibilities**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G4. RESOLVED** that the Board of Education approve **Policy 3218, Use, Possession, or Distribution of Substances**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G5. RESOLVED** that the Board of Education approve **Regulation 3218, Use, Possession, or Distribution of Substances**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G6. RESOLVED** that the Board of Education approve **Policy 4218, Use, Possession, or Distribution of Substances** at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G7. RESOLVED** that the Board of Education approve **Regulation 4218, Use, Possession, or Distribution of Substances**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G8. RESOLVED** that the Board of Education approve **Policy 6112, Reimbursement of Federal and Other Grant Expenditures**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G9. RESOLVED** that the Board of Education approve **Regulation 6112, Reimbursement of Federal and Other Grant Expenditures**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G10. RESOLVED** that the Board of Education approve **Policy 7440, School District Security**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G11. RESOLVED** that the Board of Education approve **Regulation 7440, School District Security**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G12. RESOLVED** that the Board of Education approve **Policy 8600, Student Transportation**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky  
Yes: 5    No: 0

**G13. RESOLVED** that the Board of Education approve **Regulation 8600, Student Transportation**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky  
Yes: 5    No: 0

**G14. RESOLVED** that the Board of Education approve **Policy 8670, Transportation of Special Needs Students**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky  
Yes: 5    No: 0

**G15. RESOLVED** that the Board of Education approve **Policy 9400, Media Relations**, at first reading.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky  
Yes: 5    No: 0

**G16. RESOLVED** that the Board of Education approve the 2020-2021 school calendar.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky  
Yes: 5    No: 0

The Board discussed the school calendar and how it aligned with West Essex.

**G17. RESOLVED** that the Board of Education approve the facilities use form submitted on behalf of recreation for Multi-Sport Clinic, pending valid insurance certification.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky  
Yes: 5    No: 0

**G18. RESOLVED** that the Board of Education approve the facilities use form submitted on behalf of recreation for Dr. Stem Program, pending valid insurance certification.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G19. RESOLVED** that the Board of Education approve payment to **Dr. Livingstone** for a neurological assessment in the amount of \$675.00 for **Student #8005698**.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G20. RESOLVED** that the Board of Education approve payment to **St. Barnabas Speech & Hearing** in the amount of \$500.00 for a hearing assessment for **student #8005300**.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**G21. RESOLVED** that the Board of Education approve the Service Agreement with Omni Financial Group Inc. to act as a third Party Administrator for the Board of Education Sponsored Retirement Plans.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**BUSINESS RESOLUTIONS**

**B1. RESOLVED** that the Board of Education approve the **Public and Confidential Minutes of November 19, 2019**.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**B2. RESOLVED** that the Board of Education approve the **November 19, 2019, Hand Check Register** in the amount of \$84.00.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**B3. RESOLVED** that the Board of Education approve the **November 27, 2019, payroll** in the amount of \$333,414.63.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**B4. RESOLVED** that the Board of Education approve the **November 25, 2019, Bills and Claims** in the amount of \$104.84.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**B5. RESOLVED** that the Board of Education approve the attached Board Secretary’s and Treasurer’s **Monthly Financial Reports** for October 2019.

Moved: Mrs. Mokris                      Seconded: Mrs. Shumofsky

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 October 2019, 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 October 2019, 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. Mokris                      Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**B7. RESOLVED** that the Board of Education approve the **December 4, 2019, Bills and Claims** in the amount of \$47,123.73.

Moved: Mrs. Mokris Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**B8. RESOLVED** that the Board of Education approve the **December 4, 2019, Bills and Claims** in the amount of \$135,854.95.

Moved: Mrs. Mokris Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**B9. RESOLVED** that the Board of Education approve the attached Title I Tutoring payments in the amount of \$11,625.00 for **November 2019**.

Moved: Mrs. Mokris Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**B10. RESOLVED** that the Board of Education approve the **November 26, 2019, Hand Check Register** in the amount of \$84.00.

Moved: Mrs. Mokris Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**B11. RESOLVED** that the Board of Education approve the **December 13, 2019, payroll** in the amount of \$364,531.86.

Moved: Mrs. Mokris Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**B12. RESOLVED** that the Board of Education approve the **December 10, 2019, Bills and Claims** in the amount of \$161,881.81.

Moved: Mrs. Mokris Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**B13. RESOLVED** that the Board of Education accept the Comprehensive Annual Financial Report, Auditor’s Synopsis of Audit and Management Report for the fiscal year ending June 30, 2019.

Moved: Mrs. Mokris Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**PERSONNEL RESOLUTIONS**

**P1. RESOLVED** that the Board of Education approve **Cheryl Manfra** as a full time special education secretary at a prorated salary of \$37,379.00 (Secretary Step 3) effective January 2, 2020 to June 30, 2020.

Moved: Mrs. Opper Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**P2. RESOLVED** that the Board of Education approve **Cathleen Zimmermann** to tutor for the Title I tutoring program effective December 2, 2019.

Moved: Mrs. Opper Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**P3. RESOLVED** that the Board of Education approve **Helen Telli** as a substitute teacher for the 2019-2020 school year.

Moved: Mrs. Opper Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**P4. RESOLVED** that the Board of Education approve **Elaine Sinisi** as a full-time Instructional Assistant (Step 1) at a prorated salary of \$27,879.00 effective December 11, 2019 to June 30, 2020.

Moved: Mrs. Opper Seconded: Mrs. Shumofsky

Yes: 5 No: 0

**P5. RESOLVED** that the Board of Education approve **Dawn Werr** as a long-time



substitute teacher for 6<sup>th</sup> grade reading effective November 25, 2019.

Moved: Mrs. Opper                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**P6. RESOLVED** that the Board of Education approve the following Door/Site Monitors for Facilities Use beginning January 2, 2020, at \$74.00 per session (up to four hours) as needed:

**Ian Adlon  
Karen Cirillo  
Maria Girardi  
Cindy Householder**

Moved: Mrs. Opper                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**P7. RESOLVED** that the Board of Education approve Family Medical Leave for **Alba Pennisi** effective December 3, 2019 to March 10, 2020.

Moved: Mrs. Opper                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

**OLD BUSINESS**

The Board discussed pre-school tuition which is currently \$3,700 for half day classes. It was decided neighboring districts would be polled and a resolution will be forthcoming at the January 7<sup>th</sup> meeting.

The Board then went over their upcoming meeting calendar for the new calendar year to verify everyone’s availability. Dates for public meetings will be approved at the January 7<sup>th</sup> public meeting.

Mr. Projansky spoke about regionalization. A resolution approved by the Oceanport Board of Education was provided for perusal. The Policy Committee will draft a resolution to show the Board’s stance regarding consolidation and will be forwarded on behalf of the district once approved.

The Board discussed student enrollment and the need for future expansion. Ongoing building expansion discussions will be held in the upcoming new year. Mr. Allen Barnett, architect with DeCara Rubino, will attend beginning with our January meeting for planning purposes.

**NEW BUSINESS**

Dr. Freda reported on attending the West Essex Safety meeting held at West Essex and shared the information gained from the meeting.

The following resolution was called at approximately 8:33 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: a student matter and legal issue. Said matters will be made public upon their disposition.

Moved: Mrs. Opper                      Seconded: Mrs. Shumofsky

Yes: 5    No: 0

As there was no further business to discuss, the Board adjourned at 9:15 p.m.

Respectfully Submitted,

Michael Halik  
Business Administrator / Board Secretary