

The Board of Education of the Borough of North Caldwell in the County of Essex, New Jersey, convened in executive session on April 28, 2020 via an online Zoom Meeting at 7:34 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.

In addition, a notice was posted on the Entrances of Grandview Elementary School and Gould School and also on the Board of Education Website, that April 28, 2020 meeting would be done via the Zoom Online Meeting Platform.

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

Also Present: Dr. Linda Freda, Superintendent
Mr. Michael Halik, Business Administrator / Board Secretary
Mr. Chris Checchetto, Principal - Gould School
Mr. Michael Stefanelli, Principal - Grandview School
Mr. Ian Adlon, Computer Technician

ACTION ITEM

ORGANIZATIONAL RESOLUTIONS

O1. RESOLVED that the Board of Education approve the use of the Zoom Online Meeting Platform, to conduct the April 28, 2020 Board Meeting in compliance with A-3850 which was signed by Governor Murphy on March 20, 2020 so that Board of Education business can continue, during the State of Emergency for the COVID-19 crisis.

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

BOARD PRESIDENT'S REPORT

Mr. Projansky, on behalf of the Board, thanked Dr. Freda and her administration and staff for doing a great job and mentioned how instruction keeps getting better and children are continuing to learn, albeit from a distance.

SUPERINTENDENT'S REPORT

Dr. Freda thanked teachers and administrative staff for all their efforts during this unique remote learning situation. Staff are sharing ideas and putting in extra hours of work, which helps improve instruction. Special thanks to Ian Adlon and Lisa Linden for going above and beyond.

Dr. Freda thanked all parents for their patience and cooperation and for helping their children at home. She asked that if anyone has any questions, to reach out to the relevant teachers. Dr. Freda stated that she understands that everyone is anxious about going back to school, but she could not give any definite plans at the moment, only that school will be looking a little different for a while. Dr. Freda assured the Board and community that the district administration in conjunction with members of the Board of Education are working on plans so we are ready to return to school when the community is permitted to do so.

Mr. Atlas raised the issues regarding the supply of face masks and whether temperature checks would be carried out. It was noted that these are amongst the many issues that need to be addressed.

2020-2021 SCHOOL BUDGET PRESENTATION

The Board discussed the Budget Presented by Mr. Halik and proceed to ask questions. Mr. Projansky then thanked Mr. Michael Halik for all his hard work in relation to the 2020-2021 School Budget.

PUBLIC RECOGNITION

None

GENERAL RESOLUTIONS

G1. RESOLVED that the Board of Education approve **Ralph Marotti**, a Montclair State University student, to complete 35 hours of field experience in Grandview School effective February 28, 2020.

Moved: Mr. Atlas Seconded: Mrs. Shumofsky

Yes: 5 No: 0

G2. RESOLVED that the Board of Education approve **Victoria Lutz**, a Caldwell University student, for field experience/student teaching in Grandview School, effective September 3, 2020.

Moved: Mr. Atlas Seconded: Mrs. Shumofsky

Yes: 5 No: 0

G3. RESOLVED that the Board of Education approve the Clinical Staffing Agreement with **Homecare Therapies** to provide, on an as-needed and as-requested basis, a full range of staffing services including Registered Nurses, Licensed Practical Nurses, Certified Nurse Assistants, Health Aides and other Clinical professionals effective February 11, 2020 through June 30, 2020, as per the listed hourly rates.

Moved: Mr. Atlas Seconded: Mrs. Shumofsky

Yes: 5 No: 0

G4. WHEREAS, pursuant to N.J.A.C. 6A:23A-3.1 and its contract with the Business Administrator, Michael Halik, the Board of Education established a quantitative merit goal for the Business Administrator for the 2019-2020 school year, and

WHEREAS, the Board of education has now reviewed indicators of the achievement of that goal; therefore, be it

RESOLVED that the Board of Education makes the following determination and directs that its determination be submitted to the Executive County Superintendent of Schools for approval before payment as required by law:

Quantitative Goal	Status
1. The Business Administrator will implement an online Requisition System for Purchase Orders so that employees enter requisitions and administrators can approve them on line.	Achieved

Following this, the Business Administrator will revise the Standard Operating Procedures Manual.	
2. The Business Administrator will investigate a TPA - Third Party Administrator for the districts 403B and 457 Plans, to reduce potential liability for the school district.	Achieved

Moved: Mr. Atlas Seconded: Mrs. Shumofsky

Yes: 5 No: 0

G5. RESOLVED that the Board of Education approve disposal of the following broken or obsolete technology equipment:

HP LaserJet 1200 Serial # CNBJG6661 Tag#00445

Moved: Mr. Atlas Seconded: Mrs. Shumofsky

Yes: 5 No: 0

G6. RESOLVED that the Board of Education approve the contract with P.G. Chambers School, effective for the 2020-2021 school year to commence on July 6, 2020, at a tentative tuition rate of 81,912.60, for student #8005571.

Moved: Mr. Atlas Seconded: Mrs. Shumofsky

Yes: 5 No: 0

G7. RESOLVED that the Board of Education approve the contract with **Harbor Haven LLC**, for the period extending from July 27 through August 14, 2020, at a total cost not to exceed \$5995.00 (Tuition \$5,050/ Aide \$945) for student #8005279.

Moved: Mr. Atlas Seconded: Mrs. Shumofsky

Yes: 5 No: 0

BUSINESS RESOLUTIONS

- B1. RESOLVED** that the Board of Education approve the **Public & Confidential Minutes of February 25, 2020.**

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

- B2. RESOLVED** that the Board of Education approve the **February 21, 2020, Hand Check Register** in the amount of \$28,321.39.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

- B3. RESOLVED** that the Board of Education approve the **February 14, 2020, Payroll** in the amount of \$396,124.17.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

- B4. RESOLVED** that the Board of Education approve the attached Title I Tutoring for **February 2020** in the amount of \$15,262.50.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

- B5. RESOLVED** that the Board of Education approve the **February 27, 2020, Hand Check Register** in the amount of \$172.15.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B6. RESOLVED that the Board of Education approve the **March 9, 2020, Bills and Claims** in the amount of \$218,255.37.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B7. RESOLVED that the Board of Education approve the **February 27, 2020, Hand Check Register**, in the amount of \$23,669.22.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B8. RESOLVED that the Board of Education approve the **February 28, 2020, Payroll** in the amount of \$335,309.71.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B9. RESOLVED that the Board of Education approve the attached Board Secretary’s and Treasurer’s **Monthly Financial Reports** for January 2020.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B10. WHEREAS pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of January 2020, 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 2020, 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. Opper

Yes: 5 No: 0

B11. RESOLVED that the Board of Education approve the **March 13, 2020, Payroll** in the amount of \$373,875.10.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B12. RESOLVED that the Board of Education approve the January 2020 line item transfers.

North Caldwell Board of Education					
LINE ITEM TRANSFERS					
Date: January 31, 2020					
To account #	Account Name	Amount	From account #	Account Name	Amount
11-000-100-569-000-00	TUITION - OTHER	100.00	11-000-230-334-000-00	ARCH/ENGINEERING SERV	(1,000.00)
11-000-213-300-050-00	NURSE PURCHASE SER - GLD	600.00	11-000-230-530-050-00	TELEPHONE GOULD/MTN	(1,500.00)
11-000-219-339-060-00	CONSULTANT FEES	1,800.00	11-000-230-530-060-00	TELEPHONE GRANDVIEW	(1,500.00)
11-000-230-530-000-00	TELEPHONE BD.OFFICE	1,000.00	11-000-261-610-050-02	MAINT SUPPLIES -GOULD	(2,500.00)
11-000-230-530-000-01	POSTAGE	5,000.00	11-000-261-610-060-03	MAINT SUPPLIES - GDV	(2,500.00)
11-000-251-580-000-00	CENTRAL OFFICE TRAVEL	500.00	11-000-262-520-000-00	PROPERTY INSURANCE	(5,000.00)
11-000-261-610-000-01	MAINT SUPPLIES - DIST	15,000.00	11-000-262-520-000-00	PROPERTY INSURANCE	(1.00)
11-000-262-441-000-00	PARKING LOT LEASE	1.00	11-000-270-511-000-00	TRANSPORTATION: REGULAR	(15,000.00)
11-000-270-515-000-00	TRANSPORTATION: SPECIAL	30,000.00	11-000-291-270-000-01	HEALTH BENEFITS	(25,000.00)
11-190-100-610-060-01	SUPPLIES: GENERAL GDVIEW	12,000.00	11-190-100-640-060-00	TEXTBOOKS: GRANDVIEW	(12,000.00)
	Total Transfers	66,001.00		Total Transfers	(66,001.00)
					0.00

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B13. RESOLVED that the Board of Education approve the **Public & Confidential Minutes of March 17, 2020.**

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

B14. RESOLVED that the North Caldwell Board of Education approve the 2020-2021 School Budget as follows:

	<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
General Fund	\$ 14,493,734	\$ 13,293,220
Special Revenue Fund	\$ 195,594	
Debt Service Fund	\$ 584,875	\$ 584,875
Total Budget	\$ 15,274,203	\$ 13,878,095

The above Tax Levy includes an allowable enrollment adjustment.

The school district has proposed programs and services in excess of the Adequacy Budget adopted by the State Board of Education. Information on this budget and the programs and services it provides is available from the district’s Board Office.

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

B15. RESOLVED that the Board of Education approve digital submission of application for the 2020 Safety Grant Program to enhance school security through the New Jersey Insurance Group (NJSIG) in the amount of \$1,415.26.

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

B16. RESOLVED that the Board of Education approve the **March 31, 2020, Hand Check Register**, in the amount of \$210,112.00.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B17. RESOLVED that the Board of Education approve the attached Board Secretary’s and Treasurer’s **Monthly Financial Reports** for February 2020.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B18. WHEREAS pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of February 2020, 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 February 2020, 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. Opper

Yes: 5 No: 0

B19. RESOLVED that the Board of Education approve the **March 31, 2020, Payroll** in the amount of \$337,110.38.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B20. RESOLVED that the Board of Education approve the **April 09, 2020, Payroll** in the amount of \$358,718.86.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B21. RESOLVED that the Board of Education approve the **March 26, 2020, Bills and Claims**, in the amount of \$200,782.42.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B22. RESOLVED that the Board of Education approve the **March 26, 2020, Hand Check Register**, in the amount of \$23,795.93.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B23. RESOLVED that the Board of Education approve the **March 26, 2020, Hand Check Register**, in the amount of \$26,757.42.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B24. RESOLVED that the Board of Education approve the **April 28, 2020, Bills and Claims**, in the amount of \$240,125.87.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

B25. RESOLVED that the Board of Education approve the **April 28, 2020, Bills and Claims**, in the amount of \$8,916.06.

Moved: Mrs. Mokris Seconded: Mrs. Opper

Yes: 5 No: 0

PERSONNEL RESOLUTIONS

P1. RESOLVED that the Board of Education approve a Child Rearing Leave extension for **Allison Goldfarb** from April 1, 2020 to June 15, 2020.

Moved: Mrs. Opper Seconded: Mrs. Shumofsky

Yes: 5 No: 0

P2. RESOLVED that the Board of Education approve Family Leave for **Christina Kallanxhi** effective May 6, 2020 to October 16, 2020.

Moved: Mrs. Opper Seconded: Mrs. Shumofsky

Yes: 5 No: 0

OLD BUSINESS

None

NEW BUSINESS

Transportation Committee Report

Mrs. Opper and Mrs. Shumofsky reported on the transportation issues due to the current COVID-19 situation. Because of social distancing requirements and related concerns, the committee would like to recommend suspending Subscription Busing for the 2020-2021 School Year. The Board discussed and agreed to wait on a decision until May 2020.

Buildings & Grounds Committee Report

Mrs. Opper and Mrs. Mokris reported on the Buildings and Grounds issues regarding Use of Facilities for Summer 2020, specifically Summer Fun and Tiny Treasures in the Fall. They will be meeting with representatives from each program in the coming weeks to work on issues with hosting the two programs, and will report back at a future meeting.

The following resolution was called at approximately 8:42 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: Legal, Negotiations, Personnel, and Staff Issues amid COVID 19 Crisis. 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 10:03p.m.

Respectfully Submitted,

Michael W. Halik
Business Administrator / Board Secretary