

## Special Meeting

July 26, 2018

A Special meeting of the Board of Education was held on Thursday, July 26, 2018 at 3:00 p.m.

Location: Early Childhood Center, 270 First Street, Palisades Park, NJ.

Roll Call: J. Woo, P. Kim, K. Bruno, S. Jang, J. Kim, T. Matarazzo, J. Mattessich, B. Woo  
Dr. Cirillo, Louis Flora, Esq.

Absent: C. Hwang

### Statement of Presiding Officer:

In accordance with the Open Public Meetings Act (Chapter 213, P.L. 1975), I hereby state that adequate notice of this Special meeting has been provided by written notice dated July 18, 2018. The meeting has been:

- Posted on bulletin boards located inside each school building
- Communicated with at least one of the Board's designated newspapers
- Filed with the Borough Clerk of Palisades Park

### Report of the Superintendent:

Cross-Country programs ended July 23<sup>rd</sup> with a successful season. The 21<sup>st</sup> Century program is hosting a carnival at the ECC on Saturday beginning 10:00 a.m.

Dr. Cirillo, along with the Buildings & Grounds committee members met with the district's architects, Parette Somjen, to review our LRFP and discuss much needed renovations/upgrades to our school buildings.

Vice-Principal position posted internally, as well as on Applitrack.com

**Report of the Board President:** Jeffrey Woo wished all faculty members a safe summer vacation.

**Report of the Board Attorney:** Review lease with the Korean Presbyterian Church, 500 Broad Avenue, Palisades Park for the use of the Jr/Sr High School for a "summer camp" commencing July 5<sup>th</sup> through August 17<sup>th</sup>.

The Board has contracted with the KPC since 2013. The Church will donate \$5,000.00 towards the purchase of air conditioners for the ESY classrooms at the ECC.

**Minute Approval:** June 13, 2018 – Special Meeting

Motion to accept: T. Matarazzo, Second: B. Woo, All ayes on roll call. J. Kim abstained due to absence.

**(Committee Reports Are Attached)**

**Old Business: None**

**New Business:**

Superintendent's evaluation. The Board members received a summary from Jeffrey Woo. Review and approve at the next Board meeting.

Special counsel RFP's discussed. Special counsel will be used in matters wherein our board attorney is conflicted. It is not uncommon for boards of education to retain a special counsel. The special counsel will work at the discretion of the Board.

Case in matter: Board attorney has been directed by the Board to compose and send a letter to a former employee/board member. After several requests, the letter has yet to be sent. Conflict: Board attorney is recommending that the Superintendent sign the letter, several board members disagree and want the attorney to sign. This presents a conflict in this matter.

Motion by: T. Matarazzo, seconded by B. Woo, all ayes to request proposals for a "special" counsel to the Board.

Sick Leave Bank: Mr. Flora recommends discussing in closed session because this would impact on negotiations.

**Audience Participation:**

Cathy Doheny, teacher and co-president of the PPEA, questioned when the building projects might commence that were discussed with the BOE architects. In the near future?

Dr. Cirillo is hopeful that short term goals, i.e., boilers, roofs, windows will be met this school year. Also, the Borough and the BOE have to discuss proposing a referendum to the electorate in order to make major repairs to the school buildings.

Motion to adjourn audience participation: K. Bruno, Second: P. Kim, All ayes on roll call.

**Closed Session:**

**REDACTED**

**Open Session:**

The Board reconvened in open session.

A meeting will be scheduled during the last week of August. No set date yet, but preferably August 29<sup>th</sup> or August 30<sup>th</sup>.

A motion to adjourn: T. Matarazzo, Seconded by: K. Bruno, All eyes on roll call.

Submitted by: D. Montemurro

Palisades Park Board of Education

July 26, 2018

Report of the Superintendent – Dr. Joseph Cirillo

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent certifies the submission of the 2017-2018 “Student Safety Data System” to the State Department of Education.
  - The SSDS replaces and combines the Electronic Violence & Vandalism reporting system and the HIB investigations reporting system.

Introduced by: T. Matarazzo

Seconded by: K. Bruno

Roll call: All ayes – J. Woo, P. Kim, K. Bruno, S. Jang,  
J. Kim, T. Matarazzo, J. Mattessich,  
B. Woo

Absent: C. Hwang

Palisades Park Board of Education

July 26, 2018

Report of the Finance Committee – John Mattessich

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following salary adjustments (move across the guide, effective 09/01/18):

Krista Gargiulo  
Step 4 BA+15 - \$51,402.00  
Move to: Step 5 MA - \$54,922.00

James Mascolo  
Step 7 MA - \$57,222.00  
Move to: Step 8 MA+15 - \$61,118.00

- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves “summer” hours for the High School Guidance Department:

Annette McCarthy  
Joanne Retkwa  
Eric Rudolph  
Nelson Sanchez

10 hours each @ \$35.00 per hour

- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves ABA instruction for a special needs student beginning 8/13/18 – 8/31/18, 5 hours per week @ \$35.00 per hour.
- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a professional visitation (3 days) to attend the “WRS Introductory Workshop” (Wilson Reading System) for the following staff members:

Rachel Morgese  
Will Hutchinson  
August 14, 15, 16  
Cost: \$649.00 each

- 5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the renewal of an Agreement with “Rethink Learning Management Platform”, a cloud-based management platform & related services for our autistic curriculum.

Term of Agreement: 7/15/18 – 7/14/19. Total price: \$5,657.00

- 6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the renewal of an Agreement with “CCL Therapy, LLC”, Boonton, NJ to provide Occupational Therapy evaluations & services commencing 7/1/18 through 6/30/19. Evaluations: \$300 in district, \$325 out-of-district, \$95 per hour for OT services in district, \$125 per hour home based services.

- 7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the renewal of an Agreement with “Region V Council for Special Education”, River Edge, NJ for the purpose of providing the joint purchase of OT, PT, Speech Therapists and other educational services on an as needed basis throughout the 2018/19 school year.  
Child Study Team Evaluations: \$320.00 per evaluation, plus a 7% out of region fee  
Direct Services (OT, PT, Speech): \$70.00 per hour, plus a 7% out of region fee  
Home Instruction: \$50.00 per hour
- 8.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the **attached** lists of Child Study Team Evaluators for use during the 2018/2019 school year:
- 9.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves membership in the NJSIAA (NJ Interscholastic Athletic Association) for the 2018/19 school year.  
Annual Dues: \$2,150.
- 10.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following district payroll amounts: 07/13/18: \$166,097.80 and 07/27/18: \$172,210.22.
- 11.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the financial reports of the Business Administrator/Treasurer of School Moneys for the month ending 06/30/18 and furthermore, the Board certifies that in accordance with N.J.A.C. 6:20-2A (10e) that no major account or fund in the 2017/18 budget has been over-expended in violation of 6:20-2A (10b) and that sufficient funds are available to meet the District's financial obligation for the remainder of the 2017/18 fiscal year. (Full reports on file in the Board Office)
- 12.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the findings of the NCLB Title I Audit, OFAC Case #SG-0015-16 and approves the Corrective Action Plan for submission to the State DOE within 10 days of the Board meeting.
- 13.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the **attached** list of transfers in accordance with Title 18A:22-8.1 and furthermore designates the Business Administrator to make budget transfers between line items as necessary between monthly meetings of the Board.
- 14.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the July 26, 2018 bill list in the amount of \$619,222.58 (General Current Expenses).

Introduced by: J. Mattessich

Second by: K. Bruno

Roll call: Ayes – J. Woo, P. Kim, K. Bruno, S. Jang, J. Kim, T. Matarazzo, J. Mattessich, B. Woo

Absent: C. Hwang

Palisades Park Board of Education

July 26, 2018

Report of the Buildings & Grounds Committee – Ken Bruno

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the use of a second floor classroom at the ECC (adjacent to the Public Library) for use by the Library staff while school is in recess.

**Schedule:**

Monday through Thursday – 10:00 a.m. – 9:00 p.m.

Friday – 10:00 a.m. – 5:00 p.m.

Saturday – 10:00 a.m. – 4:00 p.m.

Introduced by: K. Bruno

Seconded by: J. Mattessich

Roll call: Ayes – J. Woo, P. Kim, K. Bruno, S. Jang, J. Kim,  
T. Matarazzo, J. Mattessich, B. Woo

Absent: C. Hwang

Palisades Park Board of Education

July 26, 2018

Report of the Personnel Committee – Dr. Thomas Matarazzo

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following staff appointments for the 2018/2019 school year (Effective 9/1/18):

Eimy Padron  
Preschool – Grade 3  
(Bilingual Endorsement)  
William Paterson U  
ECC – Kindergarten Teacher  
BA – Step 1 \$50,443.00

Nelson Sanchez  
School Counselor  
NJ City University  
HS Guidance Counselor  
6 yr/Step 3 - \$57,893.00  
09/01/18 – 01/03/19

Roberto Mendez  
Director of Special Services  
MA – Montclair University  
Ed D – Kean University (anticipated 2019)  
Salary: \$119,000.00

- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of “summer school” substitute teachers:

Rosemarie Carbone  
Rael Rodriguez  
\$35.00 per hour

- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves Paul Stabile, Consultant in the Board office, as needed during the month of August 2018. Per diem: \$418.00

- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following part-time appointments during the 2018/19 school year:

Marlene Cabrera  
Aide @ Lindbergh School  
Salary: \$14,000.00

Mikhail Refner  
School Van Driver  
5 ¼ hours per day  
\$22.00 per hour

- 5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts, with regret, the resignation of Patrick Bott, High School Vice-Principal, effective on or before September 1, 2018.

Introduced by: T. Matarazzo

Second by: J. Kim

Roll Call: Ayes – J. Woo, P. Kim, Bruno, Jang, J. Kim, Matarazzo, Mattessich, B. Woo

Absent: C. Hwang

Palisades Park Board of Education

July 26, 2018

Report of the Curriculum Committee – Jason Kim

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the submission of the district's Nursing Services Plan to the County DOE for the 2018/2019 school year.

The Plan includes a description of the basic nursing services provided to all students;

A summary of the specific medical needs of individual students (if any);

A description of how nursing services will be provided to all students in emergency situations;

Detailed nursing assignments sufficient to provide services to all students as outlined in N.J.A.C. 6A:16-2.3 (b); and

Nursing services and additional medical services provided to non-public schools pursuant to N.J.A.C. 6A:16-2.5

Introduced by: J. Kim

Second: T. Matarazzo

Roll Call: Ayes – J. Woo, P. Kim, K. Bruno, S. Jang, J. Kim,

T. Matarazzo, J. Mattessich, B. Woo

Absent: C. Hwang