Palisades Park Board of Education Special Business Meeting Agenda

Wednesday, April 26th, 2023 - following Budget Presentation, at Early Childhood Center

A. CALL TO ORDER: Board President

B.	ROLL CALL		Present	Absent
		Ms. Eun Min		
		Ms. Anieska Garcia		
		Ms. Soo Chung		
		Ms. Helen Jeon		
		Mr. Kevin Lim		
		Ms. Rebekah Lee		
		Mr. Anthony Kim		
		Mr. William Kim		
		Mr. Charlie Shin		
		Dr. Cirillo		
		John McCann		
		Eliana De La Cruz		

C. STATEMENT OF PRESIDING OFFICER

In compliance with the Open Public Meetings Act (Chapter 231, P.L. 1975), I hereby state that notice of this **Special Meeting** has been provided to the public by a written notice dated April 11, 2023 (date of published notice)

The Meeting Notice has been:

- 1. Emailed to all staff members at the district's 3 school locations.
- 2. Communicated to at least 1 of the Board's designated newspapers.
- 3. Filed with the Borough Clerk of Palisades Park.

D. REPORT OF THE BOARD PRESIDENT

E. REPORT OF THE SUPERINTENDENT

- 1. Auditor Presentation
- 2. Primary Day half day on 6/6/23
- 3. NJSLA Testing delayed openings 5/15, 5/16, 5/17, 5/18
- 4. Tentative Graduation Dates:
 - PPHS Wednesday 06/21
 - Lindbergh To be determined
 - ECC Tuesday 06/20

F. REPORT OF THE BOARD ATTORNEY

G. APPROVAL OF BOARD MINUTES

1. Approval of Minutes – Regular Business Meeting – December 15, 2022

Move that the Palisades Park Board of Education upon recommendation of the Superintendent approves the minutes of the following meeting;

minutes of the	minutes of the following meeting;									
 December 15, 2022 Regular Meeting Minutes 										
Moved by: Seconder					econded E	By:				
					VOTE					
Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P	
Eun Min					Rebekah Lee					
Anieska Garcia					Anthony Kim					
Soo Chung					William Kim					
Helen Jeon					Charlie Shin					
Kevin Lim										
minutes of the	followin	g meetii	ng;	ducation up	on recommendation	of the Su	perintend	ent approv	es the	
		M	loved by:			econded E	By:			
		l	ı	I	VOTE		1	ı		
Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P	
Eun Min					Rebekah Lee					
Anieska Garcia										
Ameska Garcia					Anthony Kim					
Soo Chung					Anthony Kim William Kim					
				_						

3. Approval of Minutes – Special Business Meeting – March 27, 2023

Move that the Palisades Park Board of Education upon recommendation of the Superintendent approves the minutes of the following meeting;

• March 27, 2023 Special Meeting Minutes

Moved by:	Seconded By:

VOTE

Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P
Eun Min					Rebekah Lee				
Anieska Garcia					Anthony Kim				
Soo Chung					William Kim				
Helen Jeon					Charlie Shin				
Kevin Lim									

COMMITTEE REPORTS

H. FINANCE

Consent Agenda for Items 1-20 - William Kim

1. ACCEPTANCE OF FY2022 AUDIT AND ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)

Acceptance of FY2022 Audit and Comprehensive Annual Financial Report (ACFR) the following resolution:

WHEREAS, the Palisades Park Board of Education engaged the firm BKC, CPA'S P.C.,

conduct a yearly audit of the District's financial reports; and

WHEREAS, the firm audited these records for the 2021-2022 school year; and

WHEREAS, the auditor has submitted a full report of the audit to the Board; and

WHEREAS, no recommendations were reported;

NOW, THEREFORE, BE IT RESOLVED, that the Palisades Park Board of Education, does hereby accept and place on file the 2021-2022 Annual Audit Report of the records and report of examination of the financial statements for the year ending June 30, 2022, as submitted by the firm BKC, CPA'S P.C.

BE IT FURTHER RESOLVED, that the Board Secretary be directed to file the necessary reports with the State Department of Education and that a copy of the summary audit be appended to and become part of these minutes.

2. APPROVAL OF AUDIT CORRECTIVE ACTION PLAN – 2021-2022

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent, approve the Corrective Action Plan for the 2021-2022 Audit, and approve its submission to the Bergen County Executive Superintendent of Schools and the State Department of Education.

3. APPROVAL OF SEMI CORRECTIVE ACTION PLAN – FY2024

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the submission of the SEMI Corrective Action Plan, FY 2024 to the Bergen County Executive Superintendent of Schools.

4. APPROVAL OF ESS NORTHEAST LLC-2023-2024

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent accepts a contract from ESS Northeast, LLC from July 1, 2023 – June 30, 2024.

5. FOOD SERVICE VOUCHERS

BE IT RESOLVED that the Palisades Park Board of Education upon recommendation of the Superintendent approves Food Service Payment(s) as follows:

VENDOR	DESCRIPTION	COST
Pomptonian Food Service	Invoice 637 021023 – Request for Expenses	\$16,001.07
Pomptonian Food Service	Invoice 637 031023 – Request for Expenses	\$22,634.12
Pomptonian Food Service	Invoice 637 031723 - Request for Expenses	\$48,567.62
Pomptonian Food Service	Invoice 637 032423 - Request for Expenses	\$8,763.52
Pomptonian Food Service	Invoice 637 033123 - Request for Expenses	\$39,847.30
Jay Hill Repairs	Invoice 1007892 – Blodgett Convection Oven	\$426.50
Robek Corp	Invoice 2027966 – Clogged Floor Drain	\$225.00
Home Depot	Invoice 1104396 – Chromemax Heavy Duty Wire Shelves	\$313.68
Home Depot	Invoice 2903595 – White Top Load Washer	\$579.00
Pomptonian Food Service	Invoice 637 041423 - Request for Expenses	\$19,912.85

6. STUDENT ACTIVITIES ACCOUNTS

BE IT RESOLVED that the Palisades Park Board of Education upon recommendation of the Superintendent accepts the financial reports for the High School and the Lindbergh School Student Activities Accounts, for the month ending 3/31/23 (attached).

7. SECRETARY'S AND TREASURER'S FINANCIAL REPORTS

BE IT RESOLVED that the Palisades Park School District Board of Education, upon the recommendation of the Superintendent, accepts the Secretary's and Treasurer's unaudited 2022-23 financial reports, which are in agreement reflecting the district's financial activities for the period February 2023.

8. RATIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION – BUDGETARY LINE ITEM STATUS

BE IT RESOLVED pursuant to N.J.A.C.6A:23-2.11(c)3, the Board Secretary certifies that as of February 2023 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:232.11(a).

BE IT FURTHER RESOLVED pursuant to N.J.A.C.6A:23-2-11(c)4 that the Palisades Park School District Board of Education certifies that as of February 2023 after review of the Board Secretary's and Treasurer's monthly financial report, in the minutes of the Board each month that no major account or fund has been over expended in violation of N.J.A.C.6A:23-2.11(b).

9. TRANSFERS

RESOLVED that the Palisades Park Board of Education, upon the recommendation of the superintendent, approve transfers for the month of February 2023.

10. APPROVAL OF PAYROLL - 3/15/23, 3/30/23

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the 03/15/23 payroll in the amount of \$858,547.53 and 03/30/23 payroll in the amount of \$903,877.13.

11. APPROVAL OF THE BILL LIST - APRIL

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the March 2023 bill list in the amount of **§1,146,374.08**:

Fund 10 (General/Current Expenses) \$944,318.35
 Fund 20 (Special Revenue) \$202,055.73

12. FINAL BUDGET ADOPTION

WHEREAS, the Palisades Park Board of Education adopted a tentative budget on March 15, 2023, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on March 31, 2023, and

WHEREAS, the tentative budget was advertised in the legal section of The Record on April 11, 2023, and

WHEREAS, the final budget was presented to the public during a hearing held at the Early Childhood Center in Palisades Park, NJ, on April 26, 2023.

	General Fund	Special Revenues	Debt Service	TOTAL
2023-2024 Total	\$30,266,861	\$3,292,015	\$0	\$33,558,876
Expenditures				
Less: Anticipated Revenues	\$4,412,830	\$3,292,015	\$0	\$7,704,845
Taxes to be Raised	\$25,854,031	\$0	\$0	\$25,854,031

13. TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2023-2024

WHEREAS, the Palisades Park Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Palisades Park Board of Education established \$10,000 as the maximum travel amount for the current school year and has expended \$3,172.36 as of this date; now

THEREFORE, BE IT RESOLVED, the Palisades Park Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$10,000 for the 2023-2024 school year.

14. APPROVAL OF HVAC PROJECT PAYMENTS

BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves the following payments for the HVAC Project:

Contractor	Payment No.	Cost	Date(s)
H&S Construction	#1	\$113,680.00	03/10
Thassian Mechanical	#1	\$27,773.20	03/10
H&S Construction	#2	\$27,195.00	03/22

15. AUTHORIZED SIGNER CHANGE – PNC BANK

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent, as per state requirement, authorizes the Superintendent, Dr. Joseph Cirillo, to execute and endorse checks written on PNC Bank Current Account.

16. STAFF MEMBER VISITATIONS/WORKSHOPS

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent, approves the following requests for Professional Visitations/Workshops:

Staff Member	Location/Activity	Date(s)	Cost
Vera Csizmadia	Montclair University TPOT Reliability Training	4/26 - 4/28	\$325.00
Joanna Hali	Monroe, NJ – Special Ed Leadership Conference	4/28	\$125.00
Joanna Hali	Monroe, NJ – "Effective Practices Statewide Summit"	5/5	\$100.00
Amy Munn	Monroe, NJ – "Multilingual Learners Summit"	5/12	\$125.00
Karla Campos	NJTESOL/NJBE Hyatt Hotel	05/25	\$390.00
Aleksandar Kondovski	NJASBO Conference Atlantic City	06/06 - 06/09	\$575
Soo Chung	NJSBA Spring Education Symposium 2023	04/20	\$99.00
Joanna Hali	NJPSA/FEA Leadership Conference	04/28	\$125
Dr. Joseph Cirillo	NJASA Spring Conference Atlantic City	5/17 - 5/19	\$0

17. AGREEMENT - HOMECARE THERAPIES - CLINICAL STAFFING

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent, renews a services agreement between the Board of Education and "Home Care Therapies LLC" to provide a full range of staffing services on an as-needed basis. The Agreement will be effective 07/01/2023 - 06/30/2024 at a rate contingent on type of service.

18. TUITION REIMBURSEMENT

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent, approves the following tuition reimbursement requests:

David Cho
Columbia University
"Health Education for Teachers"
3 credits

Sierra Rosa
William Paterson University
"Co-Teaching & Collaboration"
3 credits

Alexa Lewris
NJ Center for Teaching and Learning
"Secondary PSI-PMI Teaching Methods"
3 credits

19. APPROVAL OF EMERGENCY REMEDIATION SERVICES – SERVPRO

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent, accepts a proposal from Servpro, Ridgefield, NJ, for remediation services performed in Lindbergh School.

Cost: contingent on work to be completed (insurance claim)

20. APPROVAL OF EMERGENCY AIR QUALITY TEST – DETAIL ASSOCIATES, INC.

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent, accepts a proposal from Detail Associates, Inc, Englewood Cliffs, NJ, for air quality testing to be performed in Lindbergh School.

VOTE

Seconded By:

Cost: contingent on work to be completed (insurance claim)

Moved by:

					VOIL				
Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P
Eun Min					Rebekah Lee				
Anieska Garcia					Anthony Kim				
Soo Chung					William Kim				
Helen Jeon					Charlie Shin				
Kevin Lim									

I. BUILDINGS AND GROUNDS

Consent agenda for Items 1-2 – Anthony Kim

1. VENDOR FUNDRAISER EVENT

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent, approves an updated request from the Palisades Park PTA as follows:

"Vendor Fundraiser Event"
Lindbergh School Cafeteria
Saturday, April 29, 2023
Time: 10 a.m. – 4 p.m.
(Certificate of Liability Insurance required)

2. FAMILY FUN DAY

Helen Jeon

Kevin Lim

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent, approves a request from the Palisades Park Recreation Department as follows:

"Family Fun Day" Lindbergh School Field Sunday, April 30, 2023 Time: 12 Noon – 5 p.m.

Seconded By:

VOTE Board Member Yes No Abs. N/P Board Member Yes No Abs. N/P Eun Min Rebekah Lee Anieska Garcia Anthony Kim William Kim Soo Chung

Charlie Shin

Moved by:

J. PERSONNEL

Consent agenda for Items 1-4 – Anieska Garcia

1. APPOINTMENT OF SUBSTITUTE TEACHER

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the appointment of the following Substitute Teacher for the remainder of the 2022/23 school year:

Morgan McCauley
Permanent Substitute Teacher
\$150/day
Effective – Mid May thru End of Current School Year

2. CHANGE IN TEACHER STATUS

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following change in teacher status:

Jonathan Koonce Montclair University Teacher of Social Studies BA step 1 – prorated \$56,030 Effective: 03/16/23

3. APPOINTMENT OF SUMMER SCHOOL PRINCIPALS

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following appointment of "Summer School Principals" for 2023 at Lindbergh Elementary School:

James Mascolo Effective: Summer 2023 Stipend: \$35/hour

Jared Zuckerman Effective: Summer 2023 Stipend: \$35/hour

4. APPROVAL OF CLINICAL PLACEMENT REQUESTS

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following clinical placement requests:

Erik Holzapfel
William Paterson University
Placement: Physical Education/Health
Grades 6-12
9/5/23 - 12/8/23

Rick Lutz
William Paterson University
Placement: Physical Education/Health
Grades K-5
9/5/23 - 12/8/23

John Tancredi William Paterson University Placement: Physical Education/Health Grades K-5 9/5/23 – 12/8/23

Moved by:		Seconded By
	VOTE	

					VOIL				
Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P
Eun Min					Rebekah Lee				
Anieska Garcia					Anthony Kim				
Soo Chung					William Kim				
Helen Jeon					Charlie Shin				
Kevin Lim									

K. CURRICULUM

Consent agenda for Items 1-9 – Rebekah Lee

1. APPROVE THE 2023-2024 SCHOOL CALENDAR

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the 2023-2024 school calendar.

2. AMERICAN MUSEUM OF NATURAL HISTORY

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following field trip request:

• Date: May 9, 2023

Time: 8:30 a.m. – 2:15 p.m.
Course(s): English and Science

• Destination: American Museum of Natural History

• Cost per student: \$30.00

3. REPORTORIO ESPANOL THEATER AND SEGOVIA RESTAURANT

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following field trip request:

• Date: May 16, 2023

• Time: 8:30 a.m. – 3:30 p.m.

• Course(s): Spanish III and AP Spanish

• Destination: Repertorio Espanol Theater, NYC & Segovia Restaurant, Carlstadt

• Cost per student: \$40.00

4. VAN SAUN PARK/ZOO

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following field trip request:

• Date: June 1, 2023

• Time: 10:00 a.m. - 2:00 p.m.

Course(s): Pre-K and KindergartenDestination: Van Saun Park/Zoo

• Cost per student: \$7.00

5. VAN SAUN PARK/ZOO

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following field trip request:

• Date: June 6, 2023

Time: 9:15 a.m. – 2:00 p.m.
Course(s): 4th Grade Science
Destination: Van Saun Park/Zoo

• Cost per student: \$20.00

6. BOULDERS BASEBALL

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following field trip request:

• Date: June 7, 2023

• Time: 9:00 a.m. - 1:30 p.m.

• Course(s): 2nd Grade

• Destination: Boulders Baseball, Rockland, NY

• Cost per student: \$28.00

7. BOWLERO – FAIR LAWN, NJ

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following field trip request:

• Date: June 7, 2023

• Time: 9:00 a.m. – 1:00 p.m

• Course(s): 3rd Grade

• Destination: Bowlero, Fair Lawn, NJ

• Cost per student: \$16.00

8. NORTHERN VALLEY HIGH SCHOOL - OLD TAPPAN, NJ

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following field trip request:

• Date: June 7, 2023

• Time: 9:30 a.m. - 2:00 p.m

• Course(s): Lindbergh School Band

• Destination: Northern Valley High School, Old Tappan

• Cost per student: \$20.00

9. INTREPID SEA, AIR & SPACE MUSEUM - NYC

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following field trip request:

• Date: June 12, 2023

• Time: 9:00 a.m. – 2:00 p.m.

• Course(s): 5th & 6th Grade Chorus

• Destination: Intrepid Sea, Air & Space Museum, NYC

• Cost per student: \$25.00

		IV.	loved by:		50	econded E	sy:		
					VOTE				
Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P
Eun Min					Rebekah Lee				
Anieska Garcia					Anthony Kim				
Soo Chung					William Kim				
Helen Jeon					Charlie Shin				
Kevin Lim									
BE IT RESO approves the r 2. REGULATION BE IT RESO	DF POL LVED to evision of the control of the contr	hat the I of Policy 164.1 — that the receives the receive a	Palisades y #6164.1 RESPON Palisades evision of	Park Board Intervention SE TO INTERPORT Park Board Regulation ral Services.	FION & REFERR of Education upon to and Referral Service FERVENTION of Education upon to #6164.1, Response VOTE Board Member	he recomr ces. the recom	mendation mendation ntion, in o	n of the	
								1100	N/P
Eun Min					Rebekah Lee				
Anieska Garcia					Anthony Kim				
Soo Chung					William Kim				
Helen Jeon					Charlie Shin				

N. NJ SCHOOL BOARDS LIAISON/ALTERNATE

- O. COUNTY SCHOOL BOARDS REP/ALTERNATE
- P. OLD BUSINESS

Kevin Lim

Q. NEW BUSINESS

1. HALF DAY – PRIMARY DAY

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves a half day on June 6th, 2023 for "Primary Day".

2. NJSLA TESTING - PPHS

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves delayed openings due to NJSLA Testing on the following dates: 5/15, 5/16, 5/17, 5/18

Seconded By:

		14.	loved by.		VOTE	conded D	, y .		
Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P
Eun Min					Rebekah Lee				
Anieska Garcia					Anthony Kim				
Soo Chung					William Kim				
Helen Jeon					Charlie Shin				
Kevin Lim									

R. AUDIENCE PARTICIPATION

S. CLOSED SESSION – OTHER MATTERS (if necessary)

Moved by:

T. ADJOURNMENT