

Special Meeting of the Board of Education

March 20, 2017

Meeting called to order at 7:02 p.m.

Flag Salute

In Attendance: Ms. Alvarez, Mr. Bruno, Ms. Hwang, Mr. J. Kim, Mr. P. Kim, Mr. Mattessich, Mr. Rotundo, Mr. Woo, Dr. Cirillo, Mr. Stabile, Mr. Brovarone

Absent: Mr. Donovan

Statement of Presiding Officer: Ms. Alvarez, Board President

Minute Approval: February 15, 2017 (Regular Meeting)

Mr. Rotundo made a motion to table the minutes due to a correction in the closed session portion of this meeting. Seconded by Mr. Paul Kim. Roll call: All ayes

Report of the Board President: Ms. Alvarez attended the Winter Sports Awards dinner at The Fiesta, Wood-Ridge NJ on March 7th. Congratulations to all of the coaches and players.

Report of the Superintendent: Dr. Cirillo introduced 2 of the high school's talented Art students, Hannah Kang and Caitlynn Ra. They were in attendance along with Mrs. Yoon, owner of an Art Gallery at Riverside Square Mall. On February 23rd the district's Art Department, under the supervision of Audrey Dellosa and Korrine Sterni, was privileged to hold an Art Show at Mrs. Yoon's gallery. Dr. Cirillo said the art work shown by these young artists was amazing. He thanked Mrs. Yoon for allowing our district to use the gallery and presented her with a plaque from the Board of Education.

Dr. Cirillo also attended the PTSA Fashion Show. Participants in the show were students in Grades Kindergarten through Grade 12. He congratulated the PTSA for organizing a phenomenal, entertaining show.

Dr. Cirillo mentioned revamping our Standard Based Report Cards for Grade 2, effective September 2017. This matter will be reviewed and presented for approval at the April Board meeting.

Report of the Board Attorney: Mr. Brovarone stated he was in Federal Court today. Judge Dixon finalized the settlement agreement between the Ridgefield BOE and the Palisades Park BOE involving a residency matter.

Reports of the Committee: Resolutions attached

During Mr. Woo's **Personnel** report he congratulated Denise Pavlik on her 30 years of service to the district and the students of Palisades Park. He wished her well on her retirement (effective June 30, 2017).

Dr. Cirillo congratulated the new varsity football coach, Joseph Mattessich, a teacher at the Jefferson School District. Mr. Mattessich worked in the Palisades Park district as an assistant football coach in the early 90's and is a welcome addition to our coaching staff.

Negotiations: Mr. Paul Kim stated that the committee met with the teachers' negotiating team on March 8th. They will meet again on April 26th and hopefully the PPEA contract will be settled amicably at that time.

Old Business: None at this time

New Business: None at this time

Mr. Jason Kim made a motion to open the meeting to the public, seconded by Mr. Rotundo. All ayes on roll call.

Audience Participation: None at this time

Mr. Rotundo made a motion to close this portion of the meeting, seconded by Mr. Woo. All ayes on roll call.

Mr. Mattessich made a motion to go into closed session, seconded by Mr. Woo. All ayes on roll call.

Closed Session:

Mr. Brovarone advised the members that the Teamsters Union, representing our custodial staff, has filed a Notice of Impasse. This is the result of a disagreement over a 5 hour difference in their weekly hours.

Dr. Cirillo reviewed 2 HIB incidents originally presented to the Board at the prior meeting:

Incident #1: Date – 02/01/17 – Lindbergh School - HIB Substantiated

Incident #2: Date – 02/02/17 – Lindbergh School - HIB Substantiated

The Board will vote on these 2 incidents when the meeting convenes in open session.

A motion by Mr. Bruno, seconded by Mr. Mattessich to close the closed session. All ayes on roll call.

A motion by Mr. Bruno, seconded by Mr. Jason Kim to reopen the meeting to the public.

Open session:

Mr. Rotundo made a motion, seconded by Mr. Bruno to affirm the findings of the HIB committee for Incident #1. All ayes on roll call

Mr. Jason Kim made a motion, seconded by Mr. Rotundo to affirm the findings of the HIB committee for Incident #2. All ayes on roll call

Mr. Bruno made a motion to adjourn the meeting, seconded by Mr. Rotundo. All ayes on roll call

Palisades Park Board of Education
410 Second Street
Palisades Park, New Jersey

March 20, 2017

Report of the Finance Committee – Mr. John Mattessich

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following staff member workshops/conferences:

<u>Staff Member</u>	<u>Description/Location</u>	<u>Date(s)</u>	<u>Cost</u>
Alyssa Andreula Speech Pathologist	Technology resources for speech language therapy West Orange, NJ	03/27/17	\$150.00
Valerie Baumann Speech Pathologist	Same as Above		
Barbara Paiotti Kindergarten Teacher	Different ways to assess student profiles Fairfield, NJ	03/30/17	\$100.00
Stephanie Messina 5 th grade teacher	Same as Above		
Jacklyn Vanore 3 rd grade teacher	Same as Above		
Jeonghae Jones School Psychologist	"Changing the ADHD Brain" Manhattan, N.Y.	03/22/17	\$100.00

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves an agreement with South Bergen Jointure Commission for the purpose of transporting out-of-district special needs students to and from school during the 2017/18 school year.

This agreement will commence July 1, 2017 through June 30, 2018. Monthly billing will be based on the number of students and the number of districts sharing the same route. To be determined.

3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the attached list of budget transfers in accordance with Title 18A:228.1 and furthermore designates the Business Administrator to make budget transfers between line items as necessary between monthly meetings of the Board. (Attached)

4.) *BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following workshops/conferences for Paul Stabile, Business Administrator:*

- *NJSBA workshop – “Analyzing & Constructing Salary Guides” – Trenton, NJ on March 31st at a cost of \$149.00 plus mileage*
- *NJASBO conference – Atlantic City, NJ - June 7th – June 9th at a cost of \$586.00 plus mileage*

5.) *BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the submission of the NJ Department of Education’s 21st Century Community Learning Centers Continuation Grant (18-EK43-H05) in the amount of \$250,000.00 for the grant period of September 1, 2017 through August 31, 2018.*

6.) *BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following payments to staff members who have taught additional blocks/classes. To be paid at the conclusion of the school year:*

<u>Staff Member</u>	<u>Extra Class/Block</u>	<u>Amount Owed</u>
Henry Agecha	Zero Block – AP Chemistry	\$ 2,654.00
Robert Biagiotti	Zero Block – AP Biology	2,654.00
Jodi Burrows	Extra Math Class	7,962.00
David Cho	2-Zero blocks Honors Chemistry	5,308.00
Lori Kilmurray	Extra PE class	1,990.50
Jessica Kim	Zero Block – Biology	2,654.00
Rich Lutz	Extra PE class	1,990.50
Cynthia Planker	Extra Home EC class	7,962.00
Frank Ring	2- Extra computer classes	3,981.00
Jaclyn Rovetto	Coverage for B. Spooner (until 11/16/16)	2,034.73
John Wiseman	Extra PE class	1,990.50
A. Youmshakian	Coverage for B. Spooner (until 11/16/16)	2,034.73
Mindy Zavian	Extra Language Arts classes	7,962.00

7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the distribution of Title I, Title II, Title III funding for the following staff members:

Title I BSI Staff Members	Percentage of Salary	Amount
Shamanie Bugo	100%	\$36,000.00
Lois Brianik	100%	\$36,000.00
Henny Lee	100%	\$37,000.00
Destiny Harmon	100%	\$36,000.00
Richard DeCicco	100%	\$36,000.00
Janice Mockel	100%	\$36,000.00
Amanda Brown	100%	\$36,000.00
Jenny Busanic	100%	\$36,000.00
Joshua Farra	100%	\$36,000.00
Marie Gervasio	100%	\$37,000.00

(Account 20-231-100-101)

Title II – A	Percentage of Salary	Amount
Ryan VanAlstine	33%	\$15,000.00
Ken Jordan	33%	\$15,000.00
James Barcia	33%	\$15,000.00

(Account 20-270-100-101)

Title III	Percentage of Salary	Amount
Eric Berman	25%	\$20,000.00

(Account 20-241-100-101)

Title III Immigrant	Percentage of Salary	Amount
Amy Munn	20%	\$14,000.00

(Account 20-242-100-101)

8.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the financial reports for the student activities accounts, month ending 2/28/17.

(Attached)

9.) *BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the financial reports of the Treasurer of Schools Moneys and the Business Administrator for the month ending 01/31/17.*

FURTHERMORE, that the Board certifies that in accordance with N.J.A.C. 6:20-2A(10e) that no major account or fund has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

(Detailed reports are on file in the Business Office for review)

10.) *BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following resolution:*

Whereas, the district has maintained the 403(b) and 457 (the Plan) for the benefit of its eligible employees; and

Whereas, the District has reserved the right to amend the Plan at any time; and

Whereas, the Board of Education has determined that it would be in the best interests of the district to amend the Plan;

Therefore, Be It Resolved that the Plan shall be amended to add "Security Benefit" as an approved vendor, effective as soon as possible after the execution of the appropriate documents.

11.) *BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the March 2017 voucher list in the amount of \$957,949.31 as follows:*

<i>Fund 10 (General Current Expense)</i>	<i>\$924,681.15</i>
<i>Fund 20 (Special Revenue Fund)</i>	<i>32,968.16</i>
<i>Fund 96 (After Care Program)</i>	<i>300.00</i>
	<i><u>\$957,949.31</u></i>

TENTATIVE 2017-2018 BUDGET

12.) BE IT RESOLVED, that upon the recommendation of the Superintendent, that the Palisades Park Board of Education, approves the following resolution

BE IT RESOLVED, that the tentative budget be approved for the 2017-2018 school year using the 2017-2018 State Aid figures and the Business Administrator be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline and

BE IT RESOLVED, that in accordance with N.J.S.A. 18A:7F-38, that the 2017-2018 school year budget includes the adjustment for increase in the health care cost in the amount of \$232,071 and

BE IT RESOLVED that the Palisades Park Board of Education approve the tentative 2017-2018 school district budget as follows:

	<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
General Fund	\$ 25,308,248	\$ 22,690,927
Special Revenue	\$ 1,250,321	n/a
Debt Service	<u>\$ 112,506</u>	<u>\$ 112,506</u>
TOTAL	\$ 26,671,075	\$ 22,803,433

BE IT FURTHER RESOLVED, that a public hearing on the 2017-2018 school budget be held on May 3, 2017.

APPROVAL FOR MAXIMUM TRAVEL

13.) WHEREAS, school district policy number 9250 and NJAC 6A:23B-1.2 (b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for travel and expense reimbursement for 2017-2018 school year.

BE IT RESOLVED, that the Palisades Park Board of Education hereby establishes the school district travel maximum for the 2017/2018 school year at the sum of \$10,000.

14.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the March 2017 Food Service vouchers as follows:

<u>Vendor</u>	<u>Description of Services</u>	<u>Check #</u>	<u>Amount</u>
JFM Electric, LLC	Removed wiring/receptacle In H.S. Café due to safety issue	3424	\$ 98.00
Jay-Hill Repairs	Replaced blower motor and Wheel on convection oven At H.S. café. Parts + Labor	3425	1,436.33
Verizon	Phone Service	3426	48.43
BugTech, Inc	Pest Control – cafes’	3427	104.00
Sentinel Fire Safety	Serviced, inspected and Tagged Fire extinguishers	3428	165.50
			<u>\$ 1,852.26</u>

Motion By: Mr. Mattessich

Seconded By: Mr. Rotundo

All ayes on roll call: Alvarez, Bruno, Hwang, J. Kim, P. Kim, Mattessich, Rotundo, Woo

Absent: Donovan

Palisades Park Board of Education
410 Second Street
Palisades Park, New Jersey

March 20, 2017

Report of the Buildings & Grounds Committee – Mr. Howard Donovan

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves an application for temporary instructional space in an existing building during the 2016/17 school year.

- School – Dr. Charles R. Smith Early Childhood Center
- Room/Location – 2nd floor - Room 206
- Grade Level – Pre K – Kindergarten
- Activity – Media Room
- Maximum number of students at one time: 20 + teacher + aide
- Reason for renewal – Overcrowding
-

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the revised Long Range Facility Plan (LRFP) prepared by Mount Vernon Group, Architects.

FURTHERMORE, the Board authorizes MVG to submit the LRFP to the NJ Department of Education, Office of School Facilities, for approval that will allow the district to proceed with a referendum.

3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a request from the Recreation Department to use the Lindbergh School cafeteria on Saturday, April 8, 2017 for its annual Easter Egg Hunt & Breakfast (10:00 am – 12 noon). Staff members will arrive at 8:30 am for set-up and leave at approximately 1:00 p.m.

4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a request from John Wiseman, teacher/coach, to use the high school gymnasium in order to conduct a Summer Basketball Clinic for students in grades 3 – 8. The Program will begin on Monday, June 26th – Friday, June 30th from 8:30 a.m. to 3:00 p.m.

Introduced By: Mr. Rotundo

Seconded By: Mr. Bruno

Roll Call: All Ayes – Alvarez, Bruno, Hwang, J. Kim, P. Kim, Mattessich, Rotundo, Woo

Absent: Donovan

Palisades Park Board of Education
410 Second Street
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March 20, 2017

Report of the Personnel Committee - Mr. Jeffrey Woo

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts, with regret, the retirement of Denise Pavlik, Lindbergh School teacher for nearly 30 years, effective June 30, 2017.
- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a maternity leave/child rearing leave of absence for Orietta Osso, Special Needs Teacher at Lindbergh School, commencing on or about May 22, 2017 and continuing through June 30, 2017. Mrs. Osso intends to return to district at the beginning of the 2018 school year.
- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following Substitutes for the remainder of the 2016/17 school year:

Inyoung Hwang
Palisades Park, New Jersey
Rutgers University
BS – Phys Ed (June 2017)

Darae Kim
Cliffside Park, New Jersey
Montclair University
BA – Linguistics

Amanda Conroy
River Edge, New Jersey
Ramapo College (BSW)

Richard Bickford
Palisades Park, New Jersey
Sub – Custodian

- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following coaching assignments:

Andrew Garcia
Assistant Track Coach
\$4,858.00 *

Daniel Glavan
Assistant Baseball Coach
\$4,858.00 *

- Pending Negotiations

5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following appointment:

Joseph Mattessich
Teacher at Jefferson Twp High School
Wayne, New Jersey
Head Football Coach
Salary: \$6,994.00 *
*(Pending negotiations)

6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following cafeteria aide:

Diana Ramirez
Palisades Park, New Jersey
Cafeteria Aide @ Lindbergh School
3 hours per day/\$10.50 per hour
(Pending fingerprint approval)

7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a maternity leave request for Valerie Baumann, Speech Pathologist, commencing on September 5, 2017. Mrs. Baumann's anticipates returning to district December 18, 2017.

8.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following appointment:

Jenna Millar
Lindbergh School Teacher
Substitute in the "After 3" program
\$35.00 per hour *

*Pending negotiations

Motion By: Mr. Woo

Seconded By: Mr. Mattessich

All eyes on roll call: Alvarez, Bruno, Hwang, J. Kim, P. Kim, Mattessich, Rotundo, Woo

Absent: Donovan

Palisades Park Board of Education
410 Second Street
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March 20, 2017

Report of the Policy Committee – Mr. Anthony Rotundo

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the **First Reading** of the following policies:

- **6145 Extracurricular Activities** – The wording of the non-discrimination paragraph was edited to be more consistent with the Comprehensive Equity Plan Assessment
- **6145.1/6145.2 Intramural & Interscholastic Competition** – A section titled “Equality & Equity in Athletic Programs” was added
- **6146 Graduation Requirements** – The test titles were changed to a generic term
- **6162.5 Research** – Social security number was added to the bullet list and the bullet list was edited to be more consistent with Federal Protection of Pupil Rights Amendment.
- **6163.1 Media Center/Library** – The introduction was revised to include the provision for required access to computers and instructional materials
- **6164.4 Child Student Team** – The sections on disruptive & disaffected students were overhauled. These students are now referred to as “at risk for school failure”
- **6171 Special Education** – The bullet list was edited to refer to students at risk of school failure
- **6173 Home Instruction** – A sentence on equity was added to the introduction

Introduced By: Mr. Rotundo

Seconded By: Mr. Bruno

Roll Call: All ayes – Alvarez, Bruno, Hwang, J. Kim, P. Kim, Mattessich, Rotundo, Woo

Absent: Donovan

Palisades Park Board of Education
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March 20, 2017

Report of the Policy Committee – Mr. Anthony Rotundo

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the **Second Reading** of the following policies: (First reading – February 15, 2017)

- 5119 Transfers: ESSA does not mandate a transfer option be provided to students When the school fails adequate yearly progress.
- 5131.3 Health Exams & Immunizations: A section added entitled parent/guardian Notification.
- 6010 Goals & Objectives: Core Curriculum Content Standards changed to NJ Student Learning Standards. Other minor changes.
- 6114 Emergency Preparedness: Grammatical correction by NJSBA.
- 6140 Curriculum Adoption: African American History & Holocaust/Genocide added.
- 6141 Curriculum Design: Introduction revisions.
- 6142 Subject Fields: Two term language changes.
- 6142.4 Physical Education: Section added regarding suicide education.
- 6142.10 Internet Safety: Sentence added to the introduction.

Introduced By: Mr. Rotundo

Seconded By: Mr. Bruno

Roll Call: All ayes on roll call: Alvarez, Bruno, Hwang, J. Kim, P. Kim, Mattessich, Rotundo, Woo

Absent: Donovan

Palisades Park Board of Education
410 Second Street
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March 20, 2017

Report of Student Activities/Field Trips – Ms. Connie Hwang

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request from Korinne Sterni, High School Teacher of Art, on Wednesday, March 22nd for students in AP Art, Draw/Paint 2 & Sculpture Classes.

Destination: Montclair Art Museum

Time: 11:00 am – 2:30 pm

Cost: \$20.00 per student

Educational Objective: View Hannah Kang's art work featured for winning the 2017 Scholastic Arts Award and to view an exhibition entitled: "Matisse and American Art".

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a request from the Senior Class to use the town pool for their "senior pool party" on Friday, June 2, 2017 from 8:00 am – 2:30 pm. Rain date: Tuesday, June 6th

3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request for 6th grade students on Wednesday, June 7th from 9:00 a.m. – 3:00 p.m. Students will attend a New Jersey Jackal's baseball game at "Yogi Berra Stadium", Montclair, NJ.

Cost per student: \$20.00

4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request for Lindbergh School chorus students on Thursday, June 1st to The Prudential Center, Newark, NJ. Students will be leaving Lindbergh School at 1:00 p.m. and should return approximately 9:30 p.m. They will be participating (for the 3rd year) in "American Young Voices". Cost per student: \$22.00

5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request for students in Grade 2 to visit "Fosterfield's Living Historical Farm", Morristown, NJ on Thursday, May 18th. The group will be leaving from Lindbergh School at 8:45 a.m. and return approximately 2:30 p.m. Cost per student: \$18.00

Introduced By: Ms. Hwang

Seconded By: Mr. Woo

Roll Call: All ayes – Alvarez, Bruno, Hwang, J. Kim, P. Kim, Mattessich, Rotundo, Woo

Absent: Donovan