

Board Meeting
December 14, 2016

Meeting called to order at 7:01pm

Present – Ms. Alvarez, Mr. Donovan, Ms. Hwang, Mr. J Kim, Mr. P Kim, Mr. Mattessich, Mr. Rotundo, Mr. Woo

Absent – Mr. Bruno

Others Present – Dr. Cirillo, Mr. Brovarone, Mr. Stabile

Board President read the “Statement of the Presiding Officer”

Approval of Minutes -10/19/16, 11/16/16

Motion by Mr. Mattessich Seconded by Mr. Rotundo to accept with correction to the October minutes regarding personnel. Approved

Report of Superintendent

- ➔ Received donation from the New York Football Giants for the continue support to fund the district ‘s athletic trainer
- ➔ Thanked Mrs. Lombardo for organizing the Military Letters
- ➔ Need a motion for the approval of two agenda items

On a motion by Mr. Rotundo seconded by Mr. Mattessich to approve items 1and 2. Motion approved

- ➔ Wished everyone a Merry Christmas and Happy New Year
- ➔ Introduced Steve Wielkotz, Auditor to discuss FY 2016 Comprehensive Annual Financial Report for the period ending June 30, 2016.

Mr. Wielkotz stated the district received a clean opinion for the audit. There were some findings and some repeats, which had no impact on the financial statements. Thanked the Superintendent and Board Office for their cooperation.

Superintendent stated the Corrective Action Plan will be presented at the January meeting.

Mr. Rotundo asked what the Position Control Roster was. The auditor explained.

Report of Attorney

➔ Stated there will be a need to go into executive/closed session

Committee Reports - Attached

Curriculum – no report

Negotiations – Mr. P Kim gave an update on the teachers and custodian negotiations.

Policy – Mr. Rotundo stated there was a discussion with the committee and Superintendent regarding Policy 5145.7 Gender Identity & Expression. Superintendent stated there were some revisions that needed to be made. Attorney advised to table the motion.

On a motion by Mr. Rotundo seconded by Mr. Mattessich to table the 1st reading on Policy 5145.7 until the January meeting. Motion approved.

Student Activities

➔ Breakfast with Santa, High School, Saturday 12/17

➔ Winter Concert, Lindbergh School, Tuesday 12/20

Food Service

Ms. Alvarez stated receiving complaints regarding the food service. Superintendent will investigate

Old Business – None

New Business

Superintendent stated that the High School Dance team will be performing at the NJ Devils Hockey game at Prudential Center on Tuesday, January 24th.

Hearing of Citizens

On a motion by Mr. Rotundo seconded by Mr. Donovan to open the hearing of citizens

Cathy Doheny, PPEA president, hoped for a new contract prior to the Holidays. Felt that the next negotiations will not be necessary. Wished everyone a Happy Holiday.

On a motion by Mr. Woo seconded by Mr. Mattessich to close the hearing of citizens

Closed Session

On a motion by Mr. Woo seconded by Mr. Mattessich to recess into closed session for HIB investigation, attorney client privilege and other matters. Action will be taken. Motion approved. 7:18pm

Action arising from Closed Session

The Board reconvened at 7:53pm all present except for Mr. Bruno

On a motion by Mr. Rotundo seconded by Mr. Donovan to affirm the HIB investigation dated 11/3/16 with the correction

Motion approved

On a motion by Mr. Rotundo seconded by Mr. J. Kim to grant the PPEA's request for a forty-five (45) day extension of the Level 5 Scheduling Grievance for the purpose of continuing to work toward a resolution.

Adjournment

On a motion by Mr. Donovan seconded by Mr. Rotundo to adjourn. Motion approved 7:55pm

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

December 14, 2016

Report of the Superintendent – Dr. Joseph Cirillo

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the “School Bus/Van Emergency Evacuation Drill” according to N.J.A.C. 6A:27-11.2 as follows:

Location of Drill: Main Entrance/Palisades Park Jr/Sr High School
Day/Time of Drill: December 7, 2016 @ 3:15 p.m.
Vehicle: First Student Bus #147
Supervisor(s): Mr. Pat Bott, Vice-Principal

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the disposal of a 1996 Ford pick-up truck and furthermore transfers the bill of sale to Garden State Auto, Fort Lee, NJ. The vehicle has limited value, with the exception of 4 tires, which will remain the property of the district. Garden State Auto will remove and dispose of the vehicle at no cost to the district.

Motion: Mr. Rotundo
Second: Mr. Mattessich
All eyes on roll call

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

December 14, 2016

Report of the Finance Committee – Mr. John Mattessich

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the **Annual Audit Report, FY 2016** as presented by the School Board Auditor.

Furthermore, the Board authorizes the Business Administrator to comply with the Administrative Findings and develop a Corrective Action Plan to be presented at the next regular meeting.

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a **Joint Transportation Agreement** between the Palisades Park School District and the Englewood School District for the transportation of the district's "Choice" students attending Dwight Morrow High School during the 2016/17 school year. Annual Cost: \$8,600.00 (18 students)

3.) 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>
Diane Cundari Literary Coach	"Linking Close Reading to PARCC Proficiency"/Clark, NJ	01/26/17	\$150.00 each
Also attending: Sara Lake, Breanna Calabrese, Malachy Loughlin (Lindbergh School teachers)			
Stephanie Messina Teresa Scarpati Pasquale DeSalvo (Lindbergh School teachers)	"Mastering PARCC" Clark, NJ	03/02/17	\$150.00 each
Jaclyn Vouthas H.S. Special Needs	"Assistive Technology Tools to Support Dyslexia & Reading Disabilities"/Paramus, NJ	02/24/17	\$ 90.00
Jennifer Tennant Jennifer Varelas (I&RS Coordinators)	"Helping the Struggling Learner" Ramapo College/Mahwah, NJ	03/13/17	\$115.00

4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the salary rate of **\$50.00 per hour** for **Home Instruction Speech Therapy** provided by the district's Speech Pathologists.

5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the financial reports of the Secretary and Treasurer of School Money for the months ending, 09/30/16, 10/31/16 and 11/30/16.

Furthermore, the Business Administrator certifies that in accordance with N.J.A.C. 6:20-2A (10e) that no major account or fund in the 2016/17 budget has been over-expended and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. (Full reports are on file in the Board office for review).

6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts funding through the NJ Department of Education’s **21st Century Community Learning Centers Grant (16-EK37-H05)** in the amount of **\$250,000**. for the project period September 1, 2016 to August 31, 2017.

7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the financial reports for the **Lindbergh School and the Jr/Sr High School student activities** programs, month ending 11/30/16. **(Attached)**

8.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the December 2016 **Food Service vouchers** in the amount of: **\$505.36**

Vendor	Description	Amount	Check #
Bug Tech Inc	Pest control services 10/27 & 11/30/16	\$208.00	3400
Verizon	Telephone Service	\$ 52.36	3401
Jay Hill Repairs	Repair service L.S. Refrigerator coil	\$245.00	3402

9.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts receipt of **“Non-Public Security Aid”** in the amount of **\$15,000**. A consultation was held on 11/15/16 with Notre Dame Academy to discuss the needs and use of this State funding.

10.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a request for tuition reimbursement from Maria Visaggio, Kindergarten inclusion teacher at the ECC. Courses: **“Literacy Foundations”**, **“Improving Reading Techniques in Secondary Schools”** (Fall Semester), **“Critical Thinking & Literacy”** (Spring Semester). Amount of reimbursement to be determined at year’s end.

11.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a request for tuition reimbursement from Krista Garguilo, Special Ed Teacher at the ECC. **“Literacy Foundations”**, **“Literacy Strategies for the Inclusive Elementary Classroom”** (Fall Semester), **“Critical Thinking & Literacy”**, **“Case Studies of Reading Difficulties”** (Spring Semester). Amount of reimbursement to be determined at year’s end.

12.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the **December 2016 voucher list** in the amount of **\$720,197.08** as follows:

Fund 10 (General Current Expense)	\$655,966.76
Fund 20 (Special Revenue)	\$ 63,912.32
Fund 96 (After Care Program)	\$ 318.00

13.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent establishes a **"Petty Cash" fund** for the ECC Child Study Team office in the amount of **\$100**. Funds are to be used for postage and emergency expenditures. **No single disbursement shall exceed \$50.00** and all expenditures **must be authorized** by the designated individual, as per N.J.S.A. 18A:19-13.

Please note: This policy applies to ALL petty cash funds in the district.

14.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the **November 2016 payroll** in the amount of **\$734,790.66** and the **December 2016 payroll** in the amount of **\$729,386.14**.

15.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves budget transfers in accordance with Title 18A:22-8.1 and furthermore designates the Business Administrator to make budget transfers between line items, and to make additional transfers between monthly meetings of the Board.

16.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent and in accordance with Title 18A:22-8.1 designates the Business Administrator to transfer the amount of **\$10,000**. from "Tuition" to "Improvement of Instruction Services and Instructional Staff Training Services". These funds are necessary for staff training.

In accordance with N.J.A.C. 6A:23A-13.3 the County Office is required to review and approve transfers into or out of an administrative account that exceeds 10% of the amount that was included in the district's budget.

Motion: Mr. Mattesich
Second: Mr. Rotundo
All eyes on roll call

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

December 14, 2016

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

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a request from "Garden State Kendo", Palisades Park, NJ for use of the high school gymnasium on Sunday, January 15, 2017 from 9:00 a.m. – 5:00 p.m. for a US Kendo Federation referee seminar. Approximately 100 people will be in attendance.

Certificate of Liability Insurance and security deposit will be forwarded to the Board Office.

Motion: Mr. Donovan

Second: Mr. Mattessich

All ayes on roll call

Palisades Park Board of Education
410 Second Street
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December 14, 2016

Report of the Personnel Committee – Mr. Jeffrey Woo

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of the following Substitute Teachers for the 2016/17 school year:

Grace Shin
Palisades Park, NJ
BA – Secondary English Education
University of Hawaii

Kevin Rivas
Palisades Park, NJ
BS – Information Technology
NJ Institute of Technology

Authoug Hussein
Fort Lee, NJ
BA – English
Syracuse University
Current student @ St. Peter's University

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

Joshua Farra
Ridgefield, NJ
BA – Elementary K – 6
Kean University
B.S.I. Teacher @ Lindbergh School
Effective: January 2017

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

Diogenes Nunez
Jersey City, NJ
Part-Time Custodian @ H.S.
\$10.50 per hour/25 hours per week
(Pending fingerprint approval)
Replaces Steve Krivy

4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts with regret the following resignations:

Ms. Angela Bussanich
Lindbergh School
Effective: 12/23/16

Cindy Gardenier
CST Secretary
Effective: 12/07/16

Angelica Quezada
Special Ed Aide @ ECC
Effective: 12/16/16

5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves an extended leave of absence for Ellen Kim, high school secretary, due to an emergency situation. Mrs. Kim intends to return to the district no later than March 31, 2017. (Leave began April 1, 2016)

Motion: Mr. Woo
Second: Mr. Mattessich
All eyes on roll call

Palisades Park Board of Education
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Report of the Policy Committee – Mr. Anthony Rotundo

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

No. 4113/4213 Assignment & Transfer – Added the last sentence to the existing policy.

No. 6146.2 Promotion & Retention – The bullets were revised and content added regarding services to English Language Learners.

No. 6164.4 Guidance Services – Added paragraph 2 regarding equitable access to guidance services.

No. 6171.1 Remedial Instruction – Added paragraph 4 regarding parent notification.

No. 6171.2 Gifted & Talented – Last sentence added regarding minority and female student representation.

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the **First Reading of Policy No. 5118.2** – “Foster Care and Educational Stability”

Motion: Mr. Rotundo
Second: Mr. Mattessich
All eyes on roll call

For Discussion/Attorney Review: Policy No. 5145.7 “Gender Identity & Expression”

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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 Elsa Wajda, High School ESL teacher: Destination – American Museum of Natural History. Date: January 12, 2017 from 9:00 a.m. – 2:35 p.m. Approximately 80 students, 8 chaperones. Cost per student: \$17.00

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request from Mrs. Bongard, Lindbergh School Principal: Destination: Dwight-Englewood School Date: January 23, 2017 from 8:30 a.m. – 2:00 p.m. for 5th & 6th grade “LEAP” classes. No cost to students. Activity: “Global problem solving”

Motion: Ms. Hwang

Second: Mr. Mattessich

All eyes on roll call