

Palisades Park Board of Education
Special Business Meeting Minutes
Wednesday, March 6, 2024 – at 6:30 p.m., Early Childhood Center

A. CALL TO ORDER : Board President

B. FLAG SALUTE

C. ROLL CALL

	Present	Absent
Ms. Soo Chung	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Charlie Shin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Rebekah Lee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Sookyung Park	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Aaron Pak	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. William Kim	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Anthony Kim	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Boyoung Yu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Eun Min	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dr. Joseph Cirillo	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Busch Law Group LLC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ms. Joseline Hernandez	<input type="checkbox"/>	<input checked="" type="checkbox"/>

D. 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 March 03, 2024 (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.

E. FINANCE

Consent Agenda for Items 1-4 – Charlie Shin

1. TENTATIVE BUDGET RESOLUTION

The Superintendent recommends approval to adopt the Tentative Budget for SY2024-2025:

BE IT RESOLVED, that the tentative budget be approved for the SY 2024-2025 using the SY 2024-2025 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the TENTATIVE budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline, as follows:

	General Fund	Special Revenues	Debt Service	TOTAL
2024-2025 Total Expenditures	\$32,128,306	\$5,085,827	\$0	\$37,214,133
Less: Anticipated Revenues	\$5,757,194	\$5,085,827	\$0	\$10,843,021
Taxes to be Raised	26,371,112	\$0	\$0	\$26,371,112

AND, to advertise said tentative budget in The Record in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Early Childhood Center located at 270 First Street, Palisades Park, NJ on (date and time to be announced) for the purpose of conducting a public hearing on the budget for the SY2024-2025.

2. MAXIMUM TRAVEL

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Palisades Park Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$10,000 for SY2024-2025. The maximum travel expenditure amount for SY2023-2024 is \$10,000, of which \$3,944 has been spent and \$1,000 is encumbered as of February 6, 2024.

3. TRAVEL AND RELATED EXPENSE REIMBURSEMENT

WHEREAS, The 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, N.J.A.C. 6A:23A Subchapter 7 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, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member or district board of education member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms;

NOW BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$10,000.00 for all staff and board members for SY2024-2025.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

4. MAINTENANCE RESERVE Withdrawal

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$350,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the Comprehensive maintenance plan (CMP) pursuant to N.J.A.C. 6A:26-20.5.

Mr. Charlie Shin explained the need for approving the tentative budget.

Soo Chung – Travel and Related Expense Reimbursement – We approved this at our reorganization meeting. Is there a reason why we need to approve this again as part of the tentative budget approval? Aleksandar Kondovski explained that the Bergen County Business Administrator provided sample resolutions to all Bergen County School Districts. Approving the Travel and Related Expense Reimbursement is a requirement and part of the overall approval of the tentative budget. Dr. Cirillo further explained that some school districts have reorganization meetings in May because of their elections in April. The sample resolution is for districts who have not yet had their elections. Therefore, we need to approve this resolution again.

Dr. Cirillo stated the reason for maintenance reserve withdrawal. This is for “repointing” of one section of the “new wing” of Lindbergh School.

Boyoung Yu – How much is in the Maintenance Reserve? Aleksandar Kondovski responded, we have approximately \$840,000 currently in the reserve account. We like to save some money for projects such as this.

Rebekah Lee – when do you expect to go out to bid? Dr. Cirillo responded, we will speak with our architects after approval.

Charlie Shin – What is the total amount of travel expenses we used for the year? Aleksandar Kondovski responded, this year our current travel expense so far is \$3,944.

Moved by: Charlie Shin

Seconded By: Aaron Pak

VOTE

Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P
Soo Chung	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Aaron Pak	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anthony Kim	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sookyung Park	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
William Kim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Charlie Shin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rebekah Lee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Boyoung Yu	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Eun Min	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>					

F. NEW BUSINESS

1. **BE IT RESOLVED**, that the Palisades Park Board of Education upon the recommendation of the Superintendent accepts the Settlement Agreement and Release (Agreement) between the Palisades Park Board of Education and an employee, effective March 6, 2024.

Mr. Anthony Kim left at 7:07 p.m.

Motion to “Table” Settlement Agreement

Moved by: Boyoung Yu

Seconded By: Aaron Pak

All in favor - aye

G. AUDIENCE PARTICIPATION

Open audience participation

Motion: Boyoung Yu

2nd: Rebekah Lee

All in favor – aye 7:23 p.m.

Joe Sperlazzo asked whether we will replace panels while doing the repointing project? Dr. Cirillo responded, absolutely. The lintels above and below windows would also have to be replaced.

Close audience participation and adjourn meeting

Motion: Aaron Pak

2nd: Charlie Shin

All in favor aye – 7:26 p.m.

H. CLOSED SESSION

Open closed session

Motion: Anthony Kim

2nd: Boyoung Yu

All in favor – aye – 6:43 pm

REDACTED

Close Closed Session:

Motion: Rebekah Lee

2nd: Aaron Pak

All in favor aye – 7:21 p.m.

I. ADJOURNMENT

Motion to adjourn: Aaron Pak

2nd: Boyoung Yu

All in favor aye – 8:07 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'AK', is written over the printed name.

Aleksandar Kondovski
School Business Administrator/Board Secretary