

**Regular Meeting of the Board of Education**

**February 14, 2018**

The Meeting was called to order by Mr. Rotundo at 7:00 p.m.

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

Flag Salute by all in attendance.

**Roll Call:** Anthony Rotundo, Pau Kim, Ken Bruno, Connie Hwang, Stephanie Jang,  
Jason Kim, John Mattessich, Barnabas Woo, Jeffrey Woo  
Dr. Joseph Cirillo, Paul Stabile, Louis Flora, Esq.

**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 Regular meeting has been provided to the public by written notice dated February 10, 2018. The meeting has been:

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

**Report of the Board President:**

Mr. Rotundo asked for a motion to go into closed session prior to commencing with the regular order of business. Motion by P. Kim, seconded by J. Woo, all ayes to enter into a closed session.

**Motion to open closed session:** K. Bruno, seconded by J. Woo, all ayes on roll call.

**Closed Session:** Redacted

A motion by Mr. Bruno, seconded by Mr. B. Woo, all ayes on roll call to convene in open session.

**Report of the Superintendent:**

Dr. Cirillo thanked the Korean Parents Group for hosting a luncheon for staff members and students at all 3 of the district's schools. The district is very appreciative of their efforts and generosity.

Dr. Cirillo recently attended a symposium on the "Stigma Free" movement. The Palisades Park Jr/Sr High School was awarded \$4,000.00 for becoming a new Stigma Free school.

The district's 21<sup>st</sup> Century program has been recognized as an exemplary model in the State of NJ. We are setting the standard for the various programs offered in this after school program.

Dr. Cirillo announced that the school district and local Law Enforcement will participate in "live streaming" within our school buildings as an increased safety measure. The new "Visitors" policy recently adopted by the Board speaks to restrictions on opening school doors for anyone. All visitors (parents, guardians, etc.) will be allowed entry to the school buildings by appointment only. If anything has to be dropped off for a student, there will be bins placed outside of each school building.

**Report of the Board Attorney:**

Mr. Flora recommended to the Board the continuance of Mr. Brovarone's work on 2 pending litigations for up to 17 hours at \$150.00 per hour. A motion for such will be addressed under "new business". He also thanked the Board for selecting him as the new counsel for the Board of Education.

**Minute Approval:**

A motion was made by Mr. Mattessich, seconded by Mr. Bruno, all ayes to accept the December 20, 2017 Special meeting minutes, the January 10, 2018 Reorganization meeting minutes, and the January 17, 2018 Regular meeting minutes.

As newly seated members, Mrs. Stephanie Jang and Mr. Barnabas Woo abstained on the December 20, 2017 minutes.

**Committee Reports: Attached**

Buildings & Grounds chairman, Jason Kim, announced that a committee meeting will be held on February 21<sup>st</sup> at the Board office to interview the final 3 architectural firms who submitted proposals for the position of "Architect of Record". A decision should be made by the next regular board meeting.

At the conclusion of the Committee Reports, Mr. Rotundo announced he will be resign from the Board of Education, effective immediately. Mr. Rotundo expressed his desire to obtain a position in the school district sometime in the future.

The vacated board seat will be advertised in The Record and posted on the district's website. The

vacancy should be filled within 65 days as prescribed by law. The County Superintendent fills vacancies if the Board fails to do so within 65 days.

Subsequently, a motion was made to appoint a new Board President. Motion by Jason Kim, Seconded by Stephanie Jang to appoint Jeffrey Woo. An additional motion was made by Ken Bruno to appoint Paul Kim as President, seconded by John Mattessich.

Mr. Paul Kim declined the nomination citing personal and business obligations. On roll call vote, all ayes (8 – 0) to appoint Mr. Jeffrey Woo as Board President.

A motion by Mr. Bruno, seconded by Mr. B. Woo to open the meeting to audience participation.

**Audience:**

Question regarding why an employee cannot become a Board member. The Board Attorney explained that a school board member cannot hold any form of paid employment within the district while serving on the Board.

Inquiry concerning the timeline in which a new architect will be appointed by the Board. And will whoever is appointed come in with a proposal to continue projects already in process?

Announcement that the PTSA fashion show is scheduled on Wednesday, March 21<sup>st</sup> at The Fiesta. Adult tickets: \$40. Children 10 and under: \$25. The PTSA asked if, in the future, the school calendar committee can set the high school graduation date at the beginning of the school year in order to accommodate the “project graduation” schedule?

Dr. Cirillo announced that the high school dance team is leaving tomorrow to participate in the “National Competition of Dance” in Orlando, Florida.

Mr. Stabile made note that the school budget must be submitted to the County Office no later than March 20<sup>th</sup>. The Board meeting will be rescheduled on Monday, March 19, 2018.

Motion to close audience participation: Ken Bruno, seconded by John Mattessich, all ayes on roll call.

Motion to adjourn: Mr. Mattessich, seconded by Mr. Paul Kim, all ayes on roll call.

Palisades Park Board of Education

February 14, 2018

Report of the Finance Committee – John Mattessich

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the submission/acceptance of Amendment 1 to the 2018 IDEA Consolidated application in order to budget over-payment funds from the 2017 IDEA Consolidated application as follows:

Basic: \$18,500.00 budgeted in 100 – 500 for out-of-district tuition

Preschool: \$7,900.00 budgeted in 100 – 500 for out-of-district preschool tuition

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the 2018 “21<sup>st</sup> Century Community Learning Centers” (CCLC) Grant award (18E00025) in the amount of \$250,000.00 for the contract period of September 1, 2017 to August 31, 2018.

3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following staff member visitation/conference:

<u>Staff Member</u>	<u>Location/Description</u>	<u>Date(s)</u>	<u>Cost</u>
Kelly Monroe Guidance Counselor	Bergen Community College/ “Cultivating Wellness & Respect In the Home and in School”	03/02/18	\$ 75.00
Dr. Vazquez CST Director	Monroe Township/ELL Summit	03/22/18	\$100.00
Amy Munn ESL Supervisor	Monroe Township/English Language Learners Summit	03/22/18	\$100.00
Joowon Yim ESL Teacher	New Brunswick/NJTESOL Spring Conference	06/01/18	\$150.00
JeeYoon Chung Bilingual Kindergarten	SAME AS ABOVE		
Amy Munn ESL Supervisor	SAME AS ABOVE		
Lauren Conroy Special Ed Teacher	ADHD & Stress in the Classroom Parsippany, NJ	03/22/18	\$ 99.99
Jared Zuckerman 6 <sup>th</sup> Grade Teacher	Rutgers University Center for Effective School Practices	03/12/18	\$149.00

4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the IDEA CCLC Supplemental Grant in the amount of \$35,000.00 to be used to service special needs students in the after school program. These funds must be expended by August 31, 2018.

5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the submission of Amendment 1 to the 2018 ESSA application in order to submit the Title I SIA application and allocate \$63,284.00 in additional funds to implement a school improvement plan at the Jr/Sr High School.

6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the Board’s participation in the following purchasing cooperatives:

National Intergovernmental Purchasing Alliance Company (National IPA)

National Cooperative Purchasing Alliance (NCPA)

7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves an extension of services for the district’s transportation consultant, Franco Esposito, through the end of the 2017/18 school year. Mr. Esposito assists with state regulations governing the ownership & use of school vans. He is also responsible for van inspections/vehicle maintenance. Fee: Not to exceed \$5,000.

8.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following requests for tuition reimbursement:

Samantha Matarazzo	“Theories of Language”	3 credits/\$583 per credit
	“General Linguistics”	3 credits/\$583 per credit
	NJCU – Spring Semester	
James Mascolo	“General Linguistics”	3 credits/\$583 per credit
	“Theories of Language”	3 credits/\$583 per credit

9.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a “move across the guide” for Andia Giannantonio-Cali as follows:

Present Salary: Step 7BA - \$54,107.00  
Adjustment: Step 7 BA+15 - \$54,807.00  
Effective: January 1, 2018

10.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves an out-of-district placement for a student enrolled in the "NOVA" program at Emerson High School, effective February 15, 2018. Tuition – pro-rated: \$26,800.00. Transportation to be provided by SBJC.

11.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent increase the rate for the district's "attendance officer" from \$50.00 per visit to \$75.00 per visit. There has been no increase since 2008. New rate effective: 02/01/18

12.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a request for reimbursement expenses for Samuel Golovin, high school student, competing in the NJSIAA Swim Tournament on March 2<sup>nd</sup> & 3<sup>rd</sup> in Deptford, NJ. Hotel costs: \$150.00.

13.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the Financial Reports of the Business Administrator/Treasurer of School Moneys for the month ending 01/31/18.

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

14.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves an Agreement with the Bergenfield Board of Education for the transportation of 5 special needs students attending programs in the Ridgefield school district. Cost per diem: \$99.80 Start Date: February 14, 2018. Term: To be determined

15.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the distribution of Title I and Title III funding for the following teachers' salaries:

TITLE 1

Amanda Brown	32,400.00	100%
Alyssa Jahren	16,200.00	50%
Mate Pavin	32,400.00	100%
Janice Mockel	32,400.00	100%
Marie Gervasio	32,400.00	100%
Joshua Farra	32,400.00	100%
Jenny Busanic	22,680.00	70%
Shai Bugo	32,400.00	100%
Rich Decicco	32,400.00	100%

TITLE III

Amy Munn	12,0000	14%
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16.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the financial reports for the High School and the Lindbergh School student activities accounts. (**attached**)

17.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the February 2018 bill list in the amount of \$882,080.26.

Fund 10 (General Current Expense)	\$792,044.99
Fund 20 (Special Revenue Fund)	89,716.81
Fund 96 (After Care)	<u>318.46</u>
	\$882,080.26

Motion By: J. Mattessich, Second By: P. Kim

All ayes on roll call: A. Rotundo, P. Kim, K. Bruno, C. Hwang, S. Jang, J. Kim,

J. Mattessich, B. Woo, J. Woo

Palisades Park Board of Education

February 14, 2018

Report of the Buildings/Grounds Committee – Mr. Jason Kim

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a request from the Lindbergh School PTA to host a “semi-formal” dance for boys & girls in grades 5 & 6. The event will be held on Friday, March 2, 2018 at the Jr/Sr High School cafeteria. Time: 6:00 – 9:00 p.m.
- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the use of the Lindbergh School cafeteria on Saturday, February 24<sup>th</sup> for Cub Scout Pack 379 annual “Pinewood Derby Race”. Time: 8:30 a.m. – 12:30 p.m.
- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the use of the Lindbergh School cafeteria on Saturday, March 31<sup>st</sup> for the Recreation Department’s annual “Easter Egg Hunt”. Time: 8:30 a.m. – 12:30 p.m.
- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the use of the Lindbergh School (lower level) on Saturday, April 14<sup>th</sup> from 8:30 a.m. – 2:30 p.m. for the annual “Palisades Park Health Fair” sponsored by the Palisades Park Board of Health. Additionally, access to the school is requested on Friday, April 13<sup>th</sup> from 2:00 – 7:00 p.m. to deliver materials & set up for this event.

Motion By: J. Kim, Seconded By: J. Woo

All Ayes on roll call: A. Rotundo, P. Kim, K. Bruno, C. Hwang, S. Jang,  
J. Kim, J. Mattessich, B. Woo, J. Woo



Palisades Park Board of Education

February 14, 2018

Report of the Personnel Committee – Mr. Paul Kim

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the resignation of Marc Cardona, high school custodian, effective January 23, 2018.
- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the resignation of Jessenia Camilo, Lindbergh School teacher aide, effective January 17, 2018.
- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a maternity leave request for Stephanie Messina, Lindbergh School Teacher, beginning May 29, 2018. Mrs. Messina anticipates returning to the district in September 2018.
- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the addition of Destiny Harmon and Kathy Payerle, Lindbergh School teachers, to the "After 3" substitute list.
- 5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following appointment:

Alexa Lewris  
Fairleigh Dickinson U  
Elementary Education  
Middle School Science  
Step 1MA+15 - \$53,709.00 (pro-rated)  
Start Date: 02/07/18  
(Replacing P. Roy)
- 6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following appointment:

Ive Pavin  
William Paterson U  
BS – Phys Ed, Health, Driver's Ed  
Step 1BA - \$49,109.00  
Start Date: 03/01/18  
(Replacing G. Cronin)
- 7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a "Title Change" for Jillian Vivanco, Vice-Principal at the Early Childhood Center. New title: Principal, no change in salary.
- 8.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a maternity leave request for Henny Lee, 4th grade teacher, beginning on or about April 20, 2018 and returning to work in September 2018.

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

Amada Figueroo  
Ridgefield Park, NJ  
Special Needs Aide @ L.S.  
\$14,000. (pro-rated)  
Effective: 02/21/18

10.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of the following Substitute Teacher for the remainder of the 2017/18 school year:

Jennifer Oh  
Palisades Park, NJ  
BA – Sociology & Human Development  
Effective: 02/26/18

11.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of the following Substitute Custodian, effective immediately:

Odlin Lopez  
Fort Lee, NJ  
\$10.50 per hour

12.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the attached list of 21<sup>st</sup> Century staff members for "Cycle 3" – February 5<sup>th</sup> – March 12<sup>th</sup>, 2018.

Motion By: P. Kim, Seconded By: K. Bruno

All ayes on roll call: A. Rotundo, P. Kim, K. Bruno, C. Hwang, S. Jang,  
J. Kim, J. Mattessich, B. Woo, J. Woo

Palisades Park Board of Education

February 14, 2018

Report of the Policy Committee – Ms. Connie Hwang

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a **Second Reading** and adoption of Policy No. 5131.1: “Harassment, Intimidation and Bullying”.

(This policy was updated to reflect the changes to N.J.A.C. 6A:17-7.7. Changed are effective July 1, 2018)

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a **First Reading** of Policy No. 6171.3: “Title I – Improving Academic Achievement and Parent & Family Engagement”.

(This policy was overhauled to reflect changes that resulted from the reauthorization of ESEA – “Every Student Succeeds Act” of 2015. )

3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the **updated BOE By-Law**, File Code: 9322: “ Public and Executive Meeting Procedures”.

(Updates the section on use of electronic devices by Board Members at Public Board Meetings)

Motion By: C. Hwang, Seconded By: J. Mattessich

All Ayes on Roll Call: A. Rotundo, P. Kim, K. Bruno, C. Hwang, S. Jang,

J. Kim, J. Mattessich, B. Woo, J. Woo

Palisades Park Board of Education

February 14, 2018

Report of Student Activities/Field Trips – Connie Hwang

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request for the 7<sup>th</sup> & 8<sup>th</sup> graders on Monday, February 26<sup>th</sup> from 3:00 – 5:30 p.m. The group will be going to “Urban Air” in South Hackensack. **Cost per student:** \$32.00. **Chaperones:** Jessica Graf, Andrew Garcia
  
- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip for 5<sup>th</sup> & 6<sup>th</sup> grade LEAP classes to Bergen Community College, Paramus, NJ on Wednesday, March 28<sup>th</sup>. Students will leave school at 7:45 a.m. and return approximately 1:30 p.m. **Activity:** Simulated Mission to Mars at Buehler Science Center. No cost to students.
  
- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request for First Grade students to Turtle Back Zoo, West Orange NJ on Thursday, May 3<sup>rd</sup>. Students will leave Lindbergh School at 9:00 a.m. and returning approximately 2:00 p.m. **Cost per student:** \$20.00 **Lesson:** Develop an understanding & appreciation for all living things.
  
- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request to West Point Military Academy, Highland Falls, NY on Thursday, May 10<sup>th</sup>. 6<sup>th</sup> Grade students will leave Lindbergh School at 9:00 a.m. and return approximately 2:30 p.m. **Cost per student:** \$23.00. **Lesson:** Learning about West Point’s influence during the American Revolution.
  
- 5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip for 4<sup>th</sup> grade LEAP classes to Teterboro Airport on Wednesday, May 23<sup>rd</sup>. Students will leave school at 9:00 a.m. and return approximately 2:00 p.m. **Activity:** Dare to Fly Program. No cost to students.
  
- 6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request to the American Museum of Natural History, NYC on Wednesday, April 18<sup>th</sup>. 7<sup>th</sup> grade students will leave the high school at 8:45 a.m. and return approximately 3:00 p.m. **Cost per student:** \$22.00. **Lesson:** Students will be exposed to cultural diversity.
  
- 7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a field trip request to Yogi Berra Stadium, Montclair, NJ on Wednesday, June 6<sup>th</sup> to attend a Jackals baseball game. The Fifth grade students will be leaving Lindbergh School at 9:00 a.m. and return approximately 2:30 p.m. **Cost per student:** \$21.00.

Introduced By: C. Hwang, Seconded By: K. Bruno

All Ayes on Roll Call: A. Rotundo, P. Kim, K. Bruno, C. Hwang, S. Jang,  
J. Kim, J. Mattessich, B. Woo, J. Woo

Palisades Park Board of Education

February 14, 2018

**New Business:**

BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the attached "Live Streaming Video Memorandum of Understanding" between the Palisades Park Police Department and the Palisades Park School District, effective January 19, 2018 and until such time as it may be modified.

Motion By: Jeffrey Woo

Seconded By: Barnabas Woo

Roll Call: All ayes – A. Rotundo, P. Kim, K. Bruno, C. Hwang, S. Jang, J. Kim,

J. Mattessich, B. Woo, J. Woo

BE IT RESOLVED, that the Board upon the recommendation of the Superintendent authorizes Richard Brovarone, Esq. to work an additional 15 – 17 hours in order to resolve pending litigation. Rate: \$150. Per hour.

Motion By: Ken Bruno

Seconded By: Paul kim

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