

## Regular Meeting

December 18, 2019

The Meeting was called to order by President Thomas Matarazzo at 7:00 p.m.

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

The assemblage saluted the flag led by John Mattessich.

In attendance: T. Matarazzo, S. Jang, J. Mattessich, E. Min, B. Woo, J. Woo,  
J. Cirillo, A. Spasevski, R. Hawkins, Esq.  
Jason Kim arrived at 7:10 p.m.  
R. Lee, T. Yang are absent

### Statement of Presiding Officer:

In compliance with the Open Public Meetings Act, P.L. 1975, Chapter 213, I hereby state that adequate notice of this meeting has been given by written notice dated September 12, 2019.

The Meeting has been:

- Posted in all school buildings
- Advertised in at least one of the Board's official newspapers
- Communicated with the Borough Clerk.

### Report of the Board President:

Dr. Cirillo extended holiday wishes to everyone. Congratulated the student who participated in the Lindbergh School winter concert on December 17<sup>th</sup>. Also, kudos to the Lindbergh School students who participated in the First Annual Spelling Bee.

### Report of the Superintendent:

Dr. Cirillo introduced the school board auditor, Steven Wielkotz. Mr. Wielkotz discussed the CAFR, AMR and the audit findings, FY 2019. The audit and the administrative findings will be available at the Board office for the public to review.

Dr. Cirillo presented "Certificates of Excellence" to the Spelling Bee winners, Leah Nguyen (5<sup>th</sup> grade) and Jaden J. Kim (4<sup>th</sup> grade).

### Report of the Board Attorney:

Richard Hawkins announced that PPEA negotiations are ongoing.

Regarding the settlement agreement in the matter of V.A. and P.A. o/b/o A.A. V Palisades Park Board of Education the first payment has been made. The second payment is forthcoming.

John Mattessich's vote from the prior meeting in which he abstained should have been a recusal.

### Committee Reports Attached

**Negotiations Committee:**

Stephanie Jang gave an update: PPEA contract still not settled. The Board's negotiations committee is working very hard to resolve issues in order to reach a mutual agreement with the PPEA membership. She apologized for the members walking out of the last scheduled meeting. The union's mediator was running late (2 hours) and the board members left. Dr. Cirillo and the Board attorney remained, but no progress was made.

**Old Business:**

Dr. Cirillo spoke with Mayor Chung regarding a future referendum proposal. Mayor Chung agreed to meet with Dr. Cirillo and the Buildings & Grounds Committee members to discuss a plan of action. A meeting date will be scheduled soon.

**New Business:**

Dr. Cirillo asked the Board to consider a tentative mid-term exam schedule beginning Friday, January 24<sup>th</sup>, Monday, January 27<sup>th</sup>, Tuesday, January 28<sup>th</sup> and Wednesday, January 29<sup>th</sup>. In the event of inclement weather, the schedule will get pushed back a day.

Motion by T. Matarazzo, Second by: J. Woo, All ayes to approve the exam schedule.

Mr. Mattessich inquired if the annual Reorganization meeting has been set yet. The Board is required to reorganize on or before Friday, January 10, 2020.

**Audience Participation:**

Lee Musler, Chairman of PPEA negotiations: Upset over the way the last negotiations meeting proceeded and ended. He accepted and thanked Stephanie Jang for her apology.

Joseph Sperlazzo, Employee: Teamsters' agreement expires June 30, 2020. Dr. Cirillo has contacted the Teamsters representative regarding a meeting schedule for discussions.

Maureen Tansey, Employee: Inquired about the status of a "sick leave bank" for an employee at the high school (originally asked for at the June 19<sup>th</sup> board meeting). Dr. Cirillo replied that formal action will be taken after closed session this evening.

**Close Audience Participation:** Jeffrey Woo, Second: Eun Min, all ayes on roll call.

**Closed Session:**

**REDACTED**

**Open Session:**

Dr. Matarazzo made a motion, Second by: Stephanie Jang to create a “sick leave bank” for a teacher on an extended sick leave. All ayes on roll call.

Jeffrey Woo made a motion, Second by: Stephanie Jang to affirm the investigative findings of 3 HIB incidents. All ayes on roll call.

Jeffrey Woo: motion to adjourn. Second by: Jason Kim. All ayes on roll call.

Diane Montemurro

Palisades Park Board of Education  
Palisades Park, New Jersey

December 18, 2019

Report of the Finance Committee – Mr. John Mattessich

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the Comprehensive Annual Financial Report (CAFR) and the Auditor’s Management Report on Administrative Findings, FY 2019.

Furthermore, the Board accepts the Corrective Action Plan (CAP) prepared by the Business Administrator. The CAFR and the CAP will be submitted to the NJ Department of Education’s Office of School Finance and Compliance.

- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following staff workshops:

<u>STAFF MEMBER</u>	<u>DESCRIPTION/LOCATION</u>	<u>DATE(S)</u>	<u>COST</u>
Joanna Hali Curriculum Director	“Creating & Sustaining the Wonder of Learning”/Brick township, NJ	12/17/19	\$149.00
Bumsook Lee Teacher of Korean	“Increase Motivation & Learning in	01/23/00	\$150.00

- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the Lindbergh School and the High School student activities accounts, month ending 11/30/19. (Attached)

- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a salary adjustment request from Jaclyn Dellosa, Mathematics Teacher:

Present Step/Salary: Step 9 BA /\$58,928.00

Adjustment: Step 9 BA+15 /\$59,628.00 (pending negotiations)

- 5.) BE IT RESOLVED, that the Board upon the recommendation approves requests for tuition reimbursement for the following staff members:

Samantha Matarazzo  
Andrews University  
“Building Parent Engagement”  
“Kindness: Can it be taught”  
6 credits - \$898.00 (Total)

Christina Montemurro  
Andrews University  
“Teaching students with low-functioning Autism”  
3 credits - \$359.20 (Total)

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

<u>VENDOR</u>	<u>Scope of Work/Location</u>	<u>Amount Due</u>
Map Restaurant Supplies	Convection Oven @ HS Café 1 year warranty	\$ 6,130.00
JMF Electric	Furnished/installed/wired new Receptacle at H.S. kitchen	\$ 130.00
Parent Door Hardware	Furnish/Install panic bars @ the ECC and Lindbergh Café'	\$ 2,270.00
Jay-Hill Repairs	Repair Oven & Kettle at H.S. Café'	\$ 546.00
Sentinel Fire Safety	Serviced/Inspected/Tagged Ansul Systems at ECC, L.S., H.S.	\$ 460.00
Pomptonian Food Service	Requests for weekly expenses For September & October 2019	\$131,660.00
Pomptonian Food Service	Requests for weekly expenses For November 2019	\$ 44,057.24

- 7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following district payroll amounts:

09/30/19	\$775,533.21
10/15/19	\$777,837.59
10/30/19	\$795,790.22
11/15/19	\$785,214.53
11/30/19	\$777,334.44
12/13/19	\$778,852.48

- 8.) 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 10/31/19.

Be It Further Resolved, that no major account or fund in the 2019/20 budget has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the 2019/20 fiscal year. (Full report on file in the Board Office for review)

- 9.) BE IT RESOLVED, that the Board approves the attached budget transfers in accordance with Title 18A:22-8.1 and furthermore designates the Business Administrator to make budget transfers between line items as necessary between monthly meetings of the Board.
- 10.) BE IT RESOLVED, that the Board approves the December 2019 bill list in the amount of \$927,127.74 as follows:

Fund 10 (General Current Expense)	\$905,329.20
Fund 20 (Special Revenue Fund)	<u>\$ 21,798.54</u>
	\$927,127.74

Motion: J. Mattessich, Second: J. Woo

Ayes on roll call with the exception of T. Matarazzo. Dr. Matarazzo recused himself on Finance resolution #5 due to a conflict.

as of 11/30/19

<b>ORGANIZATION</b>	<b>BAL</b>	<b>DEPOSITS</b>	<b>CHECKS</b>	<b>BAL</b>			
ACADEMIC DECATHLON/MODEL UN	864.71			864.71			
AFTER SCHOOL ART	4			4			
BIBLE CLUB	180.33			180.33			
CHEERLEADING	1685.78	392	-119	1958.78			
CLASS OF 2016	0			0			
CLASS OF 2019	0			0			
CLASS OF 2020	2779.76			2779.76			
CLASS OF 2021	3888.5			3888.5			
CLASS OF 2022	2684.68			2684.68			
CLASS OF 2023	318.45			318.45			
DAS	6261.27			6261.27			
DANCE TEAM	2274.89	4167	-6803.5	-361.61			
ENVIRONMENTAL CLUB	6542.04	1000		7542.04			
FIELD TRIP/ACTIVITIES	1823.1	350	-345	1828.1			
FOOTBALL	0	1022.7	-549.5	473.2			
FUNDRAISERS/Scholarships	2010.32	78		2088.32	Andri(1479.82)	Sips/Kicks(168.50)	Wrobo(440.00)
GIRLS BB	147.75			147.75			
HOPE CLUB	1406		-320	1086			
HUMANITARIAN	1943.6			1943.6			
INTERNATIONAL CLUB	33.38			33.38			
ITALIAN NHS	3058.76	93		3151.76			
KOREAN CLASS ACTIVITY	258.35			258.35			
LITERARY MAGAZINE	801.53			801.53			
MISC	4182.77			4182.77			
MEDIA CENTER	0			0			
MUSIC	-235.25	290		54.75			
NHS	0.82			0.82			
ONLINE LEARNING	244			244			
SCIENCE LEAGUE	0			0			
SOFTBALL	40.05			40.05			
SPANISH NHS	6.8			6.8			
BASEBALL	1007.72			1007.72			
BOYS BB	417.9			417.9			
STUDENT COUNCIL	0.9			0.9			
TIGERTALES	172.19			172.19			
TRACK	678.53			678.53			
WRESTLING	622.66			622.66			
YEARBOOK	1331.88	2210	-400	3141.88			
CROSS COUNTRY	38			38			
Pencils of Promise	675.1			675.1			
STIGMA	681.46			681.46			
School Records	2			2			
Hall of Fame	565			565			
<b>TOTALS</b>	<b>49399.73</b>	<b>9602.7</b>	<b>-8537</b>	<b>50465.43</b>			

**STUDENT ACTIVITIES ACCOUNT**

**LINDBERGH ELEMENTARY SCHOOL**

**APPENDIX B**

<u>Account</u>	<u>Balance</u> <u>10/31/19</u>	<u>Receipts</u>	<u>Payments</u>	<u>Balance</u> <u>11/30/19</u>
Grade Level 1	-0-			-0-
Grade Level 2	-0-			-0-
Grade Level 3	16.00			16.00
Grade Level 4	-0-			-0-
Grade Level 5	-0-			-0-
Grade Level 6	33.95			33.95
PEEC Account	569.94			569.94
Yearbook	299.88			299.88
Band	1225.84			1225.84
Principal's Account - ECC	465.87			465.87
Principal's Account- LS	8359.84	1000.00		9359.84
Phys. Ed.D. Acct.	13.27			13.27
Fund Raisers-ECC	-0-			-0-
Fund Raisers-LS	1595.00	1145.00	1545.00	1195.00
Field Trips	3295.87	3950.00	4495.25	2750.62
Student Council	4224.23	710.00		4934.23
Literacy Club	2379.99			2379.99
<u>Totals</u>	<u>22,479.68</u>	<u>6805.00</u>	<u>6040.25</u>	<u>23,244.43</u>
Interest	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<u>TOTALS</u>	<u>22,479.68</u>	<u>6805.00</u>	<u>6040.25</u>	<u>23,244.43</u>





Palisades Park Board of Education  
Palisades Park, New Jersey

December 18, 2019

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 Palisades Park/Leonia Little League to use the PPHS gym on Sunday, February 23<sup>rd</sup> from 12 noon – 6:00 p.m. and Sunday, March 1<sup>st</sup> from noon – 6:00 p.m. for “try-outs”.  
(Pending no conflicts)  
Also, use of the Lindbergh School field and the PPHS field between March 10, 2020 – July 15, 2020. (Pending no conflicts)
  
- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the “School Bus/Van Emergency Evacuation Drill Reports” according to N.J.A.C. 6A:27-11.2 as follows:

Location of Drill: Main Entrance Lindbergh Elementary School  
Day/Time of Drill: December 15, 2019 @ 9:00 – 9:15 a.m.  
Vehicle: First Student Bus #57980  
Principal(s) overseeing drill: Toni Bongard, Laura Pieratos

Location of Drill: Main Entrance Early Childhood Center  
Day/Time of Drill: October 24, 2019 @ 9:10 a.m.  
Vehicle: First Student Bus  
Principal overseeing drill: Jillian Vivanco

Motion: J. Kim, Second: S. Jang, All ayes on roll call

Palisades Park Board of Education  
Palisades Park, New Jersey

December 18, 2019

Report of the Personnel Committee – Mr. Jeffrey Woo

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the resignation of Sarah Jane Conger, Third Grade inclusion teacher, effective 60 days from November 22, 2019 or until a replacement can be found.
- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent accepts the resignation of Katarina Sorman, Teacher Aide at Lindbergh School, effective 12/31/2019.
- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the placement of a NJCU Music student at Lindbergh School beginning 01/21/20 – 05/01/20.  
Cooperating Teacher: Dr. Dominic Zarro
- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of the following staff members who will be working in the after school WIN (“Whatever I Need”) programs:

Vera Csizmadia	WIN-K-ELA
Caitlyn O’Malley	WIN-K-Math
Eimy Padron	WIN-K-Bilingual
Maria Anastasopoulos	WIN-Grade 6-Math
Talar Minoyan	WIN-Grade 6-ELA
Jacqueline Kennedy	WIN-H.S.-Math
Lauren Perez	WIN-H.S.-ELA

\$35.00 per hour

- 5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of Chris Messina, Lindbergh School Teacher, as the Assistant Winter Track Coach.  
Stipend: \$4,858.00 \* (Pending negotiations)
- 6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following B.S.I. teacher at the Jr/Sr High School:

Jacquelyn Kennedy  
Elementary K – 6  
Math Specialization – Grades 5 – 8  
\$37.00 per hour/not to exceed 29.5 hours per week

- 7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following volunteer coaches:

Andy Tarabokija – Basketball  
Manny Espinal – Basketball  
Anthony Almeida – Wrestling

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

Karla Campos  
St. Peter's University  
Substitute Teacher  
Effective: 01/02/20

Motion: Jeffrey Woo, Second: John Mattessich, All eyes on roll call.

Palisades Park Board of Education  
Palisades Park, New Jersey

December 18, 2019

Report of the Curriculum Committee – Mrs. Eun Min

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves revisions to the ELL grading policy as per the attached schedule:

Motion: Eun Min, Second: S. Jang

All ayes on roll call.

**Palisades Park Jr./Sr. High School**  
**Grading Recommendations for English Language Learners**

ELL identified by yellow icon in Powerschool  
 ESL proficiency levels noted in students' PowerSchool schedules.

ESL Fundamental/ESL Beginning	ESL Intermediate	ESL Advanced
<p>Students will be graded as Pass/Fail (P/F) in all classes.</p> <p>Student is assigned a passing grade (P) if they perform the following tasks:</p> <ul style="list-style-type: none"> <li>• Prepared for class with needed materials;</li> <li>• Attempts work assigned with the assistance of reference materials (math dictionary, picture dictionary, translation software, vocabulary sheets, word walls, and/or bilingual dictionary);</li> <li>• Attempts as much of an assignment as they are able to;</li> <li>• Completes portions of modified work;</li> <li>• Is attentive during instruction/group work;</li> <li>• Attempts to copy notes when necessary;</li> <li>• Communicates needs and feelings verbally or nonverbally.</li> </ul> <p>A student is assigned a failing grade (F) if they generally do not attempt or perform the above tasks.</p>	<p>Students will be graded on the traditional alpha-numeric scale in all classes (A+/100 - F/53.)</p> <p>Student is assigned standard alpha-numeric grade for modified work. Examples of modified work include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Assessments read aloud, extended time, language modifications, word banks, reducing problems or steps because of linguistic complexity, drawing pictures, completing graphic organizers, etc.</li> <li>• See grade-level appropriate "Can Do Descriptors" to determine what you should and should not expect from students as a result of their proficiency. These descriptors may be found on each course's curriculum guide under "Modifications and Accommodations for ELLs."</li> </ul> <p>Individual grades can be added for class participation, note taking, and the use of references to better reflect classroom effort in a student's grade.</p>	<p>Students will be graded on the traditional alpha-numeric scale in all classes (A+/100 - F/53.)</p> <p>Student is assigned standard alpha-numeric grade with modifications to work as necessary, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Extended time to complete assessments;</li> <li>• Modified assessments (as necessary);</li> <li>• Translation assist (dictionary or software.)</li> </ul>
<p>Add Report Card Comment: "Working with ESL modifications."</p>	<p>Add Report Card Comment: "Working with ESL modifications."</p>	<p>Add Report Card Comment: "Working with ESL modifications."</p>

- Teachers may, at their discretion, implement additional modifications/accommodations based on student needs and actual performance.
- Teachers must provide an "Explanation of Failure Form" to support a failing grade at any proficiency level; this form describes the conditions and student behaviors that led to failure, and documents the classroom teacher's interventions.

Palisades Park Board of Education  
Palisades Park, New Jersey

December 18, 2019

Report of the Student Activities Committee – Mr. John Mattessich

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip to the “American Dream Mall”, East Rutherford on Saturday, December 21<sup>st</sup> from 10:00 a.m. – 8:00 p.m. Performing Arts students will perform a selection of holiday songs/skits for Mall visitors. Immediately following the students’ performance, the American Dream will provide them free access to either Nickelodeon Theme Park or the Ice-Skating Rink for the remainder of the day.
- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip for US History I students to view the film “Harriet” (Tubman) on Friday, January 10, 2020 at the AMC theatre, Ridgefield Park. Cost per student: \$10.50 (includes transportation)
- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip for the Drama, Chorus & Band students to view the film “CATS” on Friday, January 24, 2020 at the AMC theatre, Ridgefield Park. Cost per student: \$10.50 (includes transportation)
- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip” to the Meadowlands Environmental Center, Lyndhurst on Thursday, February 13, 2020 for 5<sup>th</sup> grade LEAP students. Students will leave at 8:30 a.m. and return approximately 2:15 p.m. No cost to students.
- 5.) 5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip to “Challenger Center”, Airmount, NY on Friday, March 27, 2020 for the 5<sup>th</sup> & 6<sup>th</sup> grade LEAP students. Students will leave at 8:15 a.m. and return approximately 2:15 p.m. No cost to students.
- 6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip to Rutgers University, Newark for AP Government/AP Language students on Thursday, February 13, 2020 from 9:00 a.m. – 2:00 p.m. No cost to students.
- 7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip to the Bergen Academies, Hackensack on Thursday & Friday, February 6<sup>th</sup> & 7<sup>th</sup> for the Model UN Club. Cost per student: \$45.00
- 8.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves a trip to “The Korea Society”, NYC on Thursday, January 16, 2020 for students in Korean III & IV Language classes from 8:30 a.m. – 2:00 p.m. Cost per student: \$25.00

Motion: J. Mattessich, Second: J. Woo, All ayes on roll call