

**January 20, 2022 Board Meeting**

- 1.) ***President Calls the Meeting to Order – 7:00 p.m.***
- 2.) ***Flag Salute***
- 3.) ***Roll Call***
- 4.) ***Statement of Presiding Officer***
- 5.) ***Report of the Board President – Committee Appointments***
- 6.) ***Report of the Superintendent – “Start Strong” Test results, School Safety Report Submission, ELL – 3- year Plan Submission***

***Business Administrator – Summary of RFP’s for School Auditor, School Attorney***

- 7.) ***Report of the Board Attorney***
- 8.) ***Minute Approval: 11/18/21 & 12/16/21 Regular Meetings***
- 9.) **Committee Reports:**

***Finance: Monthly Financial Reports, “Techspo” Workshop, “Foundations” Workshop, Salary Adjustment, Tuition Reimbursement (2), WTI Change Order (LS Roof), I&RS Hours, Title III – “Newcomer” Program Staff, Detail Associates, Student Activities Financial Reports, Food Service Vouchers, Payroll, Monthly Bill List***

***Buildings & Grounds: Police Department Training Session (2/18/22), New Mercy Church Lease Extension to June 2022, Boy Scouts (3/26/22), Korean Music Competition (06/25/22)***

***Personnel: Part-time Custodian, Leave Extensions (2), Teacher Aide Resignation, Teacher Aide Appointment (ECC), Permanent Substitute Teacher, Retirements (L.S. & H.S.), Interns (2- H.S.)***

***Curriculum:***

***Negotiations:***

***Policy:***

***PTA/PTSA Liaison:***

***Student Activities/Field Trips:***

- 10.) ***New Business: ELL Plan Submission, SSDS Report Submission***
- 11.) ***Audience Participation: Limited to 3 minutes per participant (Policy #9322)***
- 12.) ***Closed Session – Personnel Matter, HIB Investigation***
- 13.) ***Adjournment***

Dr. Matarazzo called the meeting to order at 7:00 p.m.

The assemblage saluted the flag.

In attendance: Board members - Thomas Matarazzo, Eun Min, Soo Chung, Anieska Garcia, Jason Kim, Kevin Lim, John Mattessich, Charlie Shin.

Dr. Joseph Cirillo, Mr. Ben Choi, Mrs. Eulalia Gillis

**Statement of Presiding Officer:**

In compliance with the Open Public Meetings Act, I hereby state that adequate notice of this Regular meeting has been provided to the public by a written notice dated January 18, 2022.

The meeting has been:

- Emailed to all staff members
- Communicated to at least one of the Board's designated newspapers
- Filed with the Borough Clerk of Palisades Park

**Report of the Board President:**

Dr. Matarazzo announced the BOE Committee Appointments, effective January – December 31, 2022.

An ad seeking candidates for Stephanie Jang's unexpired term on the Board was advertised in The Record newspaper on January 6, 2022. A letter of interest and a resume was submitted by Mr. Peter Longo. Mr. Longo retired from his position as Teacher of English after 30 + years of service.

Dr. Matarazzo nominated Mr. Longo to fill the seat. The motion was seconded by John Mattessich. All eyes on roll call.

Mr. Choi administered the Oath of Office to Mr. Longo.

**Report of the Superintendent:**

Dr. Cirillo thanked the students, their parents, and faculty for their compliance with COVID protocols. The COVID tracker on the website is updated on a regular basis.

The "Start Strong" Assessment was initially created in response to the disruption in education due to the COVID-19 pandemic. The primary purpose is to provide instruction to educators about students' needs for additional support upon returning to school in the Fall of 2021.

Start Strong Assessments for English Language Arts, Mathematics and Science have been distributed to school districts.

Districts are required to report student-level assessment results to school boards within 60 days of receipt (which will be 2/14/22).

Dr. Cirillo proceeded with a power point presentation of Palisades Park's Start Strong Summary Results. This information is posted on the district's website.

Under New Business the English Language Learner (ELL) 3-year plan submission will be addressed, as well as the School Safety Report.

Mrs. Gillis, the Interim Business Administrator, presented the board with a summary of the RFP's received for the positions of School Board Auditor and School Board Attorney.

**School Board Auditor:** The position has been advertised twice, once in December and again in January. Only one proposal was submitted both times. The proposals received were from Wielkotz & Co. Pompton Lakes, NJ.

**School Board Attorney – Five proposals were submitted:**

Law Office of Sarah Kim - 20 Mercer Street, Hackensack

Machado Law Group - Isable Machado - 1 Cleveland Place, Springfield

Cleary, Giacobbe, Alfieri, Jacobs, LLC - Matthew J. Giacobbe, Esq. - 169 Ramapo Valley Road, Oakland

Nowell, PA - Daniel C. Nowell, Esq. - 155 Polifly Road, Hackensack

Schenck Price, LLP - Joseph L. Roselle, Esq. - 220 Park Avenue, Florham Park

Except for one attorney, all the others have school board experience.

Question from Anieska Garcia: Was there a requirement regarding school board experience? Mrs. Gillis: Usually 3 – 5 years is recommended.

Question from John Mattessich: Do all the attorneys have experience? Mrs. Gillis: No, one does not. The Law Office of Sarah Kim has municipal experience only. Her packet is also missing the Equal Opportunity component.

Ben Choi commented that as per Title 18A:18A-5, contracts for professional services are exempt from public advertising for bid proposals. It is recommended, but not mandated.

Jason Kim: Are we going to convene a committee to review the proposals received? Dr. Matarazzo: A committee does not have to be convened for the board to vote to award a professional services contract.

Jason Kim: Should the Board advertise one more time for a School Board Auditor, since only one proposal has been submitted? Kevin Lim proposed postponing the auditor's appointment and asked the B.A. to seek other proposals.

Dr. Matarazzo recommended advertising one more time.

Anieska Garcia: Is the Board negatively impacted by not appointing an auditor at this time?

John Mattessich introduced a motion to accept the proposal submitted by Wielkotz & Co. The motion was seconded by Anieska Garcia

Roll call: Ayes – E. Min, A. Garcia, J. Mattessich  
Nays – S. Chung, K. Lim, T. Matarazzo, C. Shin  
Abstention: J. Kim, P. Longo

**Board Attorney Proposal:** A motion by J. Mattessich, seconded by A. Garcia to appoint the Law Firm of Nowell, PA., Hackensack, NJ.

A motion made by E. Min, seconded by S. Chung to appoint the Law Office of Sarah Kim, Hackensack, NJ.

Anieska Garcia questioned whether an attorney can be nominated if they do not meet the qualifications noted in the RFP?

Ben Choi noted that professional services are exempt from RFP qualifications.

Roll Call: Ayes for Nowell, PA – A. Garcia, J. Mattessich

Ayes for Sarah Kim – T. Matarazzo, E. Min, S. Chung, K. Lim, P. Longo, C. Shin

Jason Kim - Recuse

Anieska Garcia wants it noted on the record that this Board is nominating an attorney who has no prior school board experience.

John Mattessich commented that the board attorney approved has no school board experience. He also commented that only three board members took the time to review the proposals submitted before making a decision.

**Report of the Board Attorney (Ben Choi):** Thank you for the opportunity to serve on the Board these past 2 years. I will work hard to transition the new board attorney.

**Minute Approval:**

Regular meeting 11/18/21 – J. Mattessich, seconded by J. Kim, all ayes on roll call except for S. Chung, P. Longo, C. Shin. Motion passes 6 – 0.

Regular meeting 12/16/21 – A. Garcia, seconded by J. Kim, all ayes on roll call except for S. Chung, P. Longo, J. Mattessich, C. Shin.

**Report of the Finance Committee:**

1. BE IT RESOLVED that the Board upon recommendation of the Superintendent accepts the financial reports of the Business Administrator/Treasurer of School Monies for the month ending December 31, 2021

FURTHERMORE, the Board certifies that in accordance with N.J.A.C. 6:20-2A that no major account or fund in the 2021-2022 budget has been over-expended and sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

2. BE IT RESOLVED that the Board upon recommendation of the Superintendent, approves transfers for the month ending December 31, 2021, in accordance with Title 18A:22-8.1 and designates the Interim Business Administrator make budget transfers between line items as necessary between monthly meetings of the Board.

3. BE IT RESOLVED that the Board upon recommendation of the Superintendent approves the following staff to be funded by the Title III ELL/Immigrant program for the 2021-2022 school year:

**Program Title:** Newcomer Program

**Title Grant:** Title III

**Staff:** Natalie Conoscenti

**Hourly Rate:** \$36 per hour NTE 5 hours per month

4. BE IT RESOLVED that the Board upon recommendation of the Superintendent approves Detail Associates to assess and remediate water damage at the ECC, in the amount of **\$650.00**

BE IT FURTHER RESOLVED that said assessment and remediation was emergent for the health and safety issues pursuant to N.J.S.A. 18A:18A-7.

5. BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves a "salary adjustment request" for Jessica Lanza, LS Teacher as follows:

Present Step/Salary: Step 7 BA - \$57,340.00

Adjustment Request to: Step 7 BA+15 - \$58,040.00

6. BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves the following tuition reimbursement requests:

Shamainie Beck, ESL Teacher  
Rutgers University  
Academic English in the Content Area  
Spring Semester – 3 credits

Laurie Nova, ESL Teacher  
Felician University  
Curriculum I  
Fall Semester – 3 credits

7. BE IT RESOLVED that the Board upon the recommendation of the Superintendent accepts the Student Activities financial reports for Lindbergh School and the Jr/Sr High School, month ending 12/31/21.

8. BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves 62.5 I&RS hours (Intervention & Referral Services) for Heather Tansey. Rate of Pay: \$30.00 per hour

9.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves the following staff member professional visitations:

<u>Staff Member</u>	<u>Location/Professional Activity</u>	<u>Date(s)</u>	<u>Cost</u>
Karla Campos 3 <sup>rd</sup> grade teacher	Virtual/Wilson Language Level 3 "Foundations" Curriculum	02/22/22	\$150.00
Jillian Romero Principal (ECC)	NJASA "Techspo"/Atlantic City National Technology Conference	1/26, 1/27, 1/28/22	\$490.00
Patrick Phalon Principal (L.S.)	Same As Above		
Joseph Spafford Athletic Director	DAANJ State Conference/A.C. National Conference of A.D.'s	3/15- 3/18/22	\$475.00

(Note: As per the PPAA Contract, 12-month employees are entitled to attend a national conference)

10.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves the following payrolls: 11/30/21 - \$790,478.89, 12/15/21 - \$796,261.00, 12/23/21 - \$844,952.10, 01/14/22 - \$789,897.71.



### **Buildings and Grounds Committee:**

- 1.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves a request for the Palisades Park Police Department to host a training class at the High School auditorium on Friday, February 18<sup>th</sup> from 8:00 a.m. – 4:00 p.m. (Schools are closed).
  
- 2.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves an extension to an existing lease agreement with the New Mercy Church (Sunday services). Original agreement terminated 12/31/21. An extension is requested until 06/30/22.
  
- 3.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves a “change in date” for the Boy Scout’s “Tiger Tumble” event. Original date requested 01/29/22. Change to 03/26/22 between the hours of 8:00 a.m. – 1:30 p.m.
  
- 4.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves a request from the “Traditional Art Society of Korea” to host a Music Competition on Saturday, June 25, 2022 at the High School auditorium. Hours to be determined. The audience (including competitors) will consist of approximately 100 people. (Certificate of Liability Insurance, security deposit, will be submitted prior to this event).

### **Report of the Personnel Committee:**

- 1.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves the appointment of Carmelo Raimundo. Mr. Raimundo will assist in all 3 school buildings as a part-time custodian. Rate of pay: \$22.00 per hour.
  
- 2.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves a (medical) leave extension for Christine Orłowski, Physical Education Teacher. Christine will return to district by January 31, 2022. (Original return to district was January 3, 2022).
  
- 3.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves a (medical) leave extension for Lauren Conroy (Special Education Teacher). Lauren will return to district on January 18, 2022. (Original return to district was January 10, 2022).
  
- 4.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent accepts the resignation of Jennifer Park, ECC teacher aide, effective 12/23/21.



**Personnel:**

5.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves the following teacher aide appointments:

Eileen Shelton  
Early Childhood Center (Pre-K)  
Effective: 01/10/22

Manal Hajmahmoud  
High School (1.1 Aide)  
Effective: 01/18/22

6.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent accepts the retirement of Audrey Delloso, Teacher of Fine Arts, effective June 2022. Ms. Delloso has served our school community since 1991.

7.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent accepts the retirement of Tara Considine, Lindbergh School Teacher, effective April 1, 2022. Mrs. Considine has served our school community since 1991.

8.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves the appointment of Isabella Ostuni as a permanent substitute teacher at a rate of \$150.00 per diem.

9.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves the appointment of the following Spring Practicum students:

John Terminiello  
Queens College  
School Psychology Practicum, PPHS  
1 day per week/January – June 2022

Estephani Hernandez  
Fairleigh Dickinson University  
School Psychology Practicum, PPHS  
1 day per week/January – June 2022

Internship Supervisor: Nael Llaverias

### **New Business:**

1.) BE IT RESOLVED that pursuant to the regulatory requirements for Bilingual Education in NJ, every three years school districts must submit a plan describing their district's program for English Language Learners (ELLs).

Now Therefore Be It Resolved that the Board upon the recommendation of the Superintendent submit the 2021-2024 ELL Three-Year Program Plan to the NJDOE.

T. Matarazzo, seconded by K. Lim, all ayes on roll call to submit the ELL 3-year Plan.

2.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent submit the School Safety Data report to the NJDOE.

The SSDS collects incidents of violence, vandalism, weapons, substance use and Harassment, Intimidation and Bullying (HIB), as well as HIB training and programs conducted to support anti-bullying efforts.

Pursuant to N.J.A.C. 6A:16-5.3 (d)1, districts must submit reports twice per year. Report period 1 is due January 31, 2022; report period 2 is due August 10, 2022.

E. Min, seconded by K. Lim, all ayes on roll call to submit the SSDS.

### **Audience Participation:**

A motion was introduced by T. Matarazzo, seconded by E. Min to open the meeting to audience participation.

A resident, Young Min Jung, commended the BOE for their transparency at their public meetings. The community should partner with the BOE for the good of the town.

Stephanie Jang, the newly elected council member, is the liaison to the Board of Education.

A 10<sup>th</sup> grade student inquired about the possibility of adding Sign Language to our World Language curriculum. Dr. Cirillo remarked it is a great idea. The downside is in retaining an educator who is qualified to teach sign language. Also, American Sign Language is taught in some high schools on a limited basis. If a course is offered, credit shall be given as a foreign language.

An ECC parent asked if the district could provide virtual instruction. Dr. Cirillo noted that the State of NJ guidelines do not mandate virtual instruction unless a student is COVID positive.

Stephanie Jang congratulated Mr. Longo on his appointment as a board member.

A parent asked if the board meetings can be conducted virtually? No, not at this time. The board meetings were conducted via videoconferencing when the COVID crises was at its peak last year.

T. Matarazzo, seconded by A. Garcia, all ayes on roll call to close audience participation.

The Board will convene in executive session to review/discuss a personnel matter and a HIB investigation report. (8:30 p.m.)

**CLOSED SESSION: REDACTED**

J. Mattessich made a motion to adjourn, seconded by E. Min, all ayes on roll call. The meeting concluded at 9:00 p.m.

Diane Montemurro