

Special Meeting

March 24, 2022

The Board President called the meeting at 7:00 p.m.

The Assemblage saluted the Flag.

In attendance: Dr. Matarazzo, Eun Min, Soo Chung, Anieska Garcia, Jason Kim, Kevin Lim, Peter Longo, John Mattessich, Charlie Shin, Dr. Cirillo, Mrs. Gillis, Ms. Sarah Kim, Esq.

Statement of the Presiding Officer:

In compliance with the Open Public Meetings Act (Chapter 231, P.L. 1975), I hereby state that adequate notice of this Special Meeting has been provided to the public by written notice dated March 17, 2022.

The Meeting Notice has been:

- Emailed to all staff members
- Communicated to at least 1 of the Board's designated newspapers
- Filed with the Borough Clerk of Palisades Park

Report of the Board President:

Dr. Matarazzo clarified some of the information stated at the Borough's Mayor & Council meeting. Yes, 60% of our municipal taxes are budgeted for the public schools.

Dr. Matarazzo thanked the staff at the Early Childhood Center and Lindbergh Elementary School for inviting the Board members to read during Dr. Seuss week.

Board Committees are meeting on a regular basis.

Report of the Superintendent:

Dr. Cirillo congratulated the 3 "Teachers of the Year": Avo Youmshakian Jr/Sr High School, Vera Csizmadia – Early Childhood Center, Alison Knapp – Lindbergh Elementary School.

Report of the Board Attorney:

Ms. Kim has 4 items to be addressed in closed session.

Report of the Committees:

Report of the Finance Committee:

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

Jessica Graf
Greenville University
"Close Reading" – 3 credits

Vera Csizmadia
Montclair State University
"Differentiated Instruction" – 3 credits

Matthew O'Toole
Felician University
"Curriculum I" – 3 credits
"Moderate to Profound Disabilities – 3 credits

Note: Tuition reimbursement is made at the end of the school year.

2.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves the 02/28/22 payroll in the amount of \$779,854.13 and the 03/15/22 payroll in the amount of \$867,844.25.

3.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves the following workshop requests:

Jennifer Tennant – "Literacy Summit" (virtual) – 3/23/22 - \$20.00 registration fee

Michele Martini - Same as Above

4.) BE IT RESOLVED that the Palisades Park Board of Education upon recommendation of the Superintendent accepts the financial reports of the Business Administrator/Treasurer of School Monies for the month ending February 28, 2022.

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.

5.) BE IT RESOLVED by the Palisades Park Board of Education upon recommendation of the Superintendent approves transfers for the month ending February 28, 2022, 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.

6.) BE IT RESOLVED that the Tentative Budget for the 2022/23 School Year be approved using the 2022/23 state aid figures, and submitted to the County Superintendent of Schools for review and approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>TOTAL</u>
2022/23 Total Expenditures	\$29,604,996.00	\$2,419,903.00	\$ - 0 -	\$32,024,899.00
Less Anticipated Revenues	\$ 4,257,907.00	\$2,419,903.00		
Taxes to be Raised	\$25,347,089.00	\$ - 0 -	\$ - 0 -	\$25,347,089.00

Be It Further Resolved, that a **Public Hearing** be held at the Early Childhood Center, 270 First Street, Palisades Park, NJ on **Tuesday, May 3, 2022, commencing at 6:00 p.m.** for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year.

7.) Whereas the Palisades Park 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

Whereas NJAC 6A:23B-1.1 requires Board members to receive approval of these expenses by a majority of the full membership of the Board and staff members to receive prior approval of these expenses by the Superintendent and a majority of the Board’s voting membership; and

Whereas, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150.00 per staff member; and

Whereas travel and related expenses not in compliance with NJAC 6A:23B-1.1 but deemed by the Board of Education to be necessary and unavoidable; now

Therefore, Be It Resolved, that the Board of Education approves all travel not in compliance with NJAC 6A:23B-1.1, et seq as being necessary and unavoidable as noted on the BOE “Out of District Travel Form”; and

Be It Further Resolved, that the Board of Education approves travel and related expense reimbursements in accordance with NJAC 6A:23B-1.1 (b) to a maximum expenditure of \$10,000.00 annually for all Staff members and Board of Education members.

8.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent accepts the financial reports for the HS & LS student activities accounts, month ending 02/28/22.

9.) RESOLVED, that the Board upon the recommendation of the Superintendent approves the current payment for “Weatherproofing Technologies, Inc.” in the amount of \$207,576.65. WFI is the contractor for the Lindbergh School roof replacement/repairs project.

10.) BE IT RESOLVED that the Board of Education upon the recommendation of the approves the March 2022 bill list in the amount of \$1,487,459.75 as follows:

Fund 10 (General Current Expenses)	\$ 964,125.28
Fund 12 (Capital Outlay)	\$ 292,601.65
Fund 20 (Special Revenue)	<u>\$ 228,778.82</u>
	\$1,487,459.75

11.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves the March 2022 Food Service vouchers in the amount of **\$90,487.24**:

• Pomptonian Food Service – Request for Expenses W/E 02.04.22	\$ 8,470.93
W/E 02.11.22	16,706.06
W/E 02.18.22	43,376.70
W/E 02.25.22	<u>20,065.05</u>
	88,618.74
• Jay-Hill Repairs – Repair Walk-In Freeze at the ECC	<u>1,868.50</u>
	\$ 90,487.24

12.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves “extra class” stipends as per the attached list of high school employees:

Mr. Mattessich asked if the 2022/2023 budget was going to be addressed tonight. Mrs. Gillis, the Interim Business Administrator, responded that Finance Resolution #6 is the “tentative” budget resolution to be submitted to the County Office of Education for review/approval. According to the NJ State website, the Palisades Park tax levy is considered **below** adequacy by \$7.7 million dollars. An adequate tax levy would be \$33,826,000.

Mr. Lim suggests tabling all payments to Bruce Cerra, CPA for worked performed in conjunction with the district’s E-Rate Program. There are several questions/concerns regarding a couple of the items presented for payment. By doing so, the March 2022 bill list total is now: **\$1,457,704.85**.

The Board Secretary will schedule a finance committee meeting to include Mr. Cerra.

Moved by: Kevin Lim
Second by: Soo Chung
All ayes on roll call: 9 – 0

Last Name, First Name	Extra Class/Lab Name	Start Date	End Date	Supervisor	Comments	Ver	# teaching	Prorated stipend amount
Cho, David	Science 8	September 1, 2021	June 30, 2022	D. Youmshakian	Never filled JW's position			\$7,962.00
Connoscenti, Natalie	Science 8	September 1, 2021	June 30, 2022	D. Youmshakian	Never filled JW's position			\$7,962.00
Mancini, Jenna	Science 8	September 1, 2021	June 30, 2022	D. Youmshakian	Never filled JW's position			\$7,962.00
Rosado, Monica	Basic Algebra 1	September 16, 2021	June 30, 2022	D. Youmshakian	Overflow of ELLs			\$7,652.37
Lee, Chanmi	ESL Geometry	September 1, 2021	June 30, 2022	D. Youmshakian	Overflow of new ELL entrants			\$7,962.00
Agecha, Henry	Chemistry H Lab (0A)	September 1, 2021	June 30, 2022	D. Youmshakian	Science Honors/AP Extra Lab Period			\$2,654.00
Cho, David	AP Physics Lab (0A)	September 1, 2021	June 30, 2022	D. Youmshakian	Science Honors/AP Extra Lab Period			\$2,654.00
Biagiotti, Rob	AP Bio Lab (0A)	September 1, 2021	June 30, 2022	D. Youmshakian	Science Honors/AP Extra Lab Period			\$2,654.00
Cho, David	Physics H Lab (0D)	September 1, 2021	June 30, 2022	D. Youmshakian	Science Honors/AP Extra Lab Period			\$2,654.00
Biagiotti, Rob	Bio H Lab (0B)	September 1, 2021	June 30, 2022	D. Youmshakian	Science Honors/AP Extra Lab Period			\$2,654.00
Agecha, Henry	AP Chem Lab (0B)	September 1, 2021	June 30, 2022	D. Youmshakian	Science Honors/AP Extra Lab Period			\$2,654.00
Mascolo, James	History 8	September 13, 2001	October 12, 2021	Garcia	JZ Paternity Leave			\$884.67
Pecorelli, Tom	History 8	September 13, 2001	October 12, 2021	Garcia	JZ Paternity Leave			\$884.67
Turro, Nicole	History 8	September 13, 2001	October 12, 2021	Garcia	JZ Paternity Leave			\$884.67
Kuchar, Alex	History 8	September 13, 2001	October 12, 2021	Garcia	JZ Paternity Leave			\$884.67
Deodino, Marisa	History 8	September 13, 2001	October 12, 2021	Garcia	JZ Paternity Leave			\$884.67
LaPira, Tara	AP Biology + extra lab	September 21, 2021	October 19, 2021	D. Youmshakian	RB Paternity Leave			\$1,179.56
Rengifo, Michelle	Biology 9	September 21, 2021	October 19, 2021	D. Youmshakian	RB Paternity Leave			\$884.67
Lewis, Alexa	Biology Honors + extra lab	September 21, 2021	October 19, 2021	D. Youmshakian	RB Paternity Leave			\$1,179.56
Agecha, Henry	Environmental Science	September 21, 2021	October 19, 2021	D. Youmshakian	RB Paternity Leave			\$884.67
Connoscenti, Natalie	Zoology	September 21, 2021	October 19, 2021	D. Youmshakian	RB Paternity Leave			\$884.67
Deodino, Marisa	Job Skills	September 1, 2021	January 27, 2021	Hali	Extra Class			\$3,981.00
Miron, Gustavo	Geophysical Science ICS	September 1, 2021	June 30, 2022	Hali	Extra Class			\$7,962.00
Burrows, Jodi	Geometry PORE	September 1, 2021	June 30, 2022	Hali	Extra Class			\$7,962.00
Wajda, Elisa	ESL Fundamental Period 2	November 15, 2021	June 30, 2021	Munn	Extra Class			\$5,971.50
Kuchar, Alex	World History	November 15, 2021	June 30, 2021	Garcia	Extra Class			\$5,971.50
Kim, Christine	Geophysical Science	November 15, 2021	June 30, 2021	D. Youmshakian	Extra Class			\$5,971.50
Total:								\$102,680.32

Buildings & Grounds Committee:

1.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves the following requests from the Palisades Park Recreation Department:

- Rear of Lindbergh School – Saturday, 4/9/22 – 10:00 a.m. – 12 Noon – **Easter Drive-Through**
(Rain date – Sunday, 4/10/22)
- Lindbergh School Gym – Tuesday evenings - 4/26/22 – 6/14/22 Beginning at 6:30 – 8:30 p.m.
Basketball Camp
- LS Outdoor Basketball Court – **Tennis Camp** – Friday afternoons – 5/13/22 – 6/10/22
Beginning at 4:00 p.m. – 6:00 p.m.

Moved by: Charlie Shin

Second by: Anieska Garcia

All ayes on roll call: 9 – 0

Personnel Committee:

1.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves the following new staff appointments:

Magdali Rodriguez
William Paterson University
Step 3 BA - \$54,531.00
Grade 2 – Replacement Teacher
Effective: 03/28/22

Shannon Fallon
City University of NY
MA – Speech/Language Pathology
Step 4/5 MA - \$58,146.00
Start Date: TBA

Kristin Ellingsen
Misericordia University
MA – Occupational Therapy
Step 6/7 - \$60,455.00
Start Date: TBA

2.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves the appointment of Linda Koutros as the After School Title I teacher aide.

3.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent accepts the retirement of Lauren Conroy, Lindbergh School Teacher, effective 06/30/2022. Mrs. Conroy has served our school community honorably for 35 years.

4.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent accepts the resignation of Ana Jimenez, Lindbergh School teacher aide, effective 03/18/2022 and Luvia Osuna, Lindbergh School teacher aide, effective 03/31/2022.

5.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves the following Substitute Teacher for the remainder of the 2021/22 school year:

William Van Sickell
NJ City University student
Daily Sub - \$125.00 per diem

Moved by: Eun Min
Second by: Anieska Garcia
All ayes on roll call: 9 – 0

Curriculum Committee:

On March 15th Mr. Longo met with Amy Munn, Dr. Cirillo, Eun Min and Anieska Garcia. One of the topics addressed was how to assist our non-English speaking students – many of whom arrive with little or no prior education, unaccompanied students, or those students who must work to support their families. The initial meeting was brief, and the committee will meet again.

Policy Committee:

1.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves Policy No. 5141.10 – “Face Coverings” (updated 03/18/2022). The Policy is posted on the district website.

Moved by: Anieska Garcia
Second by: John Mattessich
All ayes on roll call: 9 – 0

PTA/PTSA Committee:

Mrs. Soo Chung is working to try to restart these 2 organizations and promote participation within our school community. She will continue to report on her progress.

Student Activities/Field Trips:

- 1.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves a field trip request to The Bronx Zoo on Thursday, May 12th from 9:00 a.m. – 3:00 p.m. for 7th & 8th grade students. Cost per student: \$25.00
- 2.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves a field trip request to the NYC Korea Society on Thursday, May 19th from 8:30 a.m. – 2:00 p.m. for Korean 3 & 4 students. Cost per student: \$20.00
- 3.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves a field trip request for the Class of 2022 to the Palisades Park Swim Club on Wednesday, June 1st from 8:00 a.m. – 2:30 p.m. No cost to students
- 4.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves a field trip request for the Class of 2022 to Darlington Lake, Mahwah on Monday, June 6th from 9:30 a.m. – 2:30 p.m. Cost per student: \$10.00
- 5.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves a field trip request to The New York (Rockland) Boulders Baseball Game on Wednesday, June 1, 2022 for 6th grade students. Students will be leaving from Lindbergh School at 9:00 a.m. and return approximately 2:30 p.m. Cost per student: \$25.00

Moved by: Eun Min

Second by: Anieska Garcia

All ayes on roll call: 9 – 0

Food Service Committee:

- 1.) BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent approves the renewal of the Food Service Management contract with “The Pomptonian, Inc.” for the district’s 2022/2023 food service operation.

The Food Service Management Company shall receive, in addition to the costs of operation, an administrative/management fee of \$39,112.00 to compensate the FSMC for administrative and management costs.

This fee shall be billed in 10 monthly installments of \$3,911.20 per month as a cost of operation. The School Food Authority (BOE) guarantees the payment of such costs and fees to the FSMC.

(This is the 5th renewal of a 5-year contract agreement)

Moved by: Jason Kim

Second by: Eun Min

All ayes on roll call: 9 – 0

Old Business:

The Board of Education authorized the Business Administrator to advertise for RFP's for a School Board Auditor. Advertisements were published on December 8, 2001, December 28, 2021 and January 28, 2022.

Wielkocz & Company, Pompton Lakes, NJ submitted proposals on the 3 dates.

On January 28, 2022, the Business Administrator received three (3) proposals: Wielkocz & Company, BKC, Flemington, NJ and Polari & Co., Wayne, NJ.

The Board Attorney reviewed the proposals and recommended BKC, Certified Public Accountants.

A question was raised regarding BKC's fee schedule. Sarah Kim replied that BKC's fees will remain the same as those fees submitted by Wielkocz & Company.

A motion made by Jason Kim, second by Eun Min, to appoint BKC, Certified Public Accountants as the Board's Auditor.

Ayes: Matarazzo, Min, Chung, Garcia, Kim, Lim, Longo, Shin

Nay: Mattessich

Motion adopted: 8 - 1

On another matter, Soo Chung questioned communications between school employees and parents regarding a prior incident at the ECC. The incident occurred in November 2021, and was resolved by the prior Board Attorney, Ben Choi.

The only way this incident can be re-visited is if a board member involved in the initial decision, makes a motion to re-open the matter. The motion must be seconded and voted on by the full board.

Charlie Shin wants the Board to look into a re-registration of the entire school district for the 2022/23 school year.

New Business:

1.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves the February 2022 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.

2.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves a District-Wide HVAC Project totaling \$6,599,200.00 as follows:

- \$1,747,140.00 – ESSER II Federal Grant Funds
- \$3,231,165.00 – American Rescue Plan – ESSER Funds
- \$1,620,895.00 – Capital Reserve Funds

New Business:

3.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves a proposal submitted by "Weatherproofing Technologies, Inc." in the amount of \$400,000.00.

Addition: \$15,000.00 will be budgeted for air quality monitoring performed throughout the duration of this project, if ACM (asbestos contained materials) are present.

Upon completion "WTI" will provide a 25-year Quality Assurance warranty. Project to commence July 1, 2022.

Moved by: John Mattessich
Second by: Anieska Garcia
All ayes on roll call vote. Resolutions adopted 9 – 0.

4.) BE IT RESOLVED that the Board upon the recommendation of the Superintendent approves a delayed opening at the Jr/Sr High School on April 26, 27, 28, 29. Students in Grades 7, 8 & 9 will be participating in the NJSLA Assessment test.

Also, May 24 & 25th for students in Grades 8 and 11 for NJSLA Science Assessment.

All other students will report at 10:00 a.m.

Moved by: John Mattessich
Second by: Jason Kim
All ayes on roll call vote. Motion adopted 9 – 0.

Soo Chung mentioned the condition of the Board of Education parking lot – which has been under construction since September 4, 2021. The Department of Environmental Protection has been on the site numerous times taking soil samples. To date the Board has not received a written report regarding the possibility of soil contamination.

Dr. Cirillo ordered an Air Quality Assessment. The results of this test determined that the "air" inside the building was acceptable.

Audience Participation:

Mr. Young, resident, reported on the new traffic pattern for Roff Avenue.

Roff Avenue will be changed to a one-way street going SOUTHBOUND from E. Palisades Blvd to E. Ruby Ave starting Thursday, March 31, 2022.

Neris Papoters, parent, questioned an increase in fighting at the High School during lunch periods.

Councilwoman Stephanie Jang apologized for the delay in getting the BOE parking lot repaired and repaved.

Ms. Jang also remarked about the increasing number of illegal residents moving into multiple dwellings and the challenges this presents to the infrastructure of the Borough.

Dr. Cirillo introduced Natalie Conoscenti, High School Teacher, who was successful in obtaining funding for the purchase of Assistive Earbud Devices, which provide translations in up to 36 languages. These devices are extremely helpful for teaching our ELL population.

A motion by John Mattessich, second by Eun Min, all ayes on roll call to enter in an executive session.

The Public Meeting adjourned at 8:30 p.m.

Closed Session: REDACTED

Diane Montemurro