

PROSPECT PARK BOARD OF EDUCATION

REGULAR MEETING AGENDA

Tuesday, April 5, 2022—7:00 P.M.

The regular meeting of the Prospect Park Board of Education, Prospect Park, New Jersey, has been called to convene on Tuesday, April 5, 2022 at 7:00 p.m.

Virtual Zoom Meeting--Board members, Administrators and Public Participation will be limited via the Zoom conference platform. Details regarding the telecommunications/Zoom platform will be posted on the District's website.

1. Call to Order: Board Secretary

Reading of the Open Public Meeting Act Notice

"In accordance with the provisions of the Open Public Meeting Act, the Prospect Park Board of Education has issued notice of this meeting to be publicized by having the date, time and the place posted at the Prospect Park School, Prospect Park Municipal Building and the District's website. This notice complies with N.J.S.A. 10:4-9.1, which is addressing the manner in which public meetings should be conducted during a State of Emergency. The meeting notice has been mailed to The Record and Herald News (Gannett News Service) and TAPinto Hawthorne for publication. Adequate notice has been provided."

2. Pledge of Allegiance

3. Roll Call: Board Secretary

BOARD MEMBERS	Present	Late	Late w/ Notification	Absent	Absent w/ Notification
Mr. Rodriguez					
Mr. Colcloughly					
Ms. Ensour					
Ms. Gonzalez					
Mr. Lopez					
Mr. Nadim					
Ms. Valerio					

4. Mission Statement

The mission of the Prospect Park School District is to develop healthy, alert, informed, responsible, and well-balanced human beings who believe in our America Heritage, and are imbued with a true desire and willingness to participate in and actively contribute to our democratic way of life. We also believe that the public school should be a place where principal, teacher, and parent work in unison to insure the successful progress and goal attainment of the child.

5. Acknowledging and Reaffirming School Board Member Code of Ethics

The Prospect Park Board of Education, individually and as a group, acknowledges and reaffirms that as members of the Board of Education, they recognize they hold authority not as individuals but as members of the full Board. The Board members will comply with the Code of Ethics for School Board members pursuant to N.J.S.A. 18A:12-24.1 as follows and re-produced below:

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate

information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.

h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

i. I will support and protect school personnel in proper performance of their duties.

j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

6. Conduct at Public Meetings

It is the goal of the Prospect Park Board of Education that all Board of Education Members and members of the public, act in a respectful manner toward one another, and do not disparage, nor interfere with school functions, operations or Board of Education proceedings.

Any verbal, written, or physical conduct related to race, gender, ethnicity, disability, sexual orientation or religion shall not be tolerated and anyone violating this prohibited conduct may be subject to removal from the meeting, and may be subject in other penalties that are appropriate under the law.

All Board of Education members and members of the general public are requested to take personal responsibility for their actions, and to treat everyone that they have contact with, in a fair and respectful manner.

7. Public Participation: Statement to the Public—Agenda Items Only

At this portion of the meeting, time has been allotted for public comment by members of the public. Each speaker may be allotted up to three (3) minutes and one (1) opportunity, during each public session, to address the Board when recognized by the Board President. Individuals wishing to address the Board shall be recognized by the Board President and shall give their names, addresses and the group, if any, that they represent. Students of the Prospect Park school system who choose to speak are not required to give their home address.

Although, the Board encourages public participation, it reserves the right, through its Board President, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. With the exception of those individuals whose names are on the agenda, the Board will not respond to questions during the public participation portion of this meeting involving the employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of,

promotion or disciplining of any specific, prospective or current employee.

All comments and questions are to be directed through the Board President.

Motion to Open Public Hearing:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

Motion to Close Public Hearing:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

8. Communications:

9. Reports Section

- A. President’s Report
- B. Superintendent’s Report
- C. Principal’s Report
- D. Committee Reports
- E. Board Attorney Report

Motion to accept & approve the reports:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							

No							
Abstain							
Absent							

10. Presentations

- A. District and School Performance Report**
- B. Audit Results**

11. AGENDA ACTION ITEMS

FINANCE AGENDA

Motion to approve resolutions F1-F6:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

F1. Approval of District Claims—Bills List—March 2022

Be it resolved, based upon the recommendation of the Superintendent and pursuant to N.J.S.A. 18A:19-4.1, the Board of Education approves district claims and payments that were made during the month of March 2022. The total payment amount was \$1,254,006.26 including payroll.

F2. Approval of Payroll – March 2022

Be it resolved, the Board approves the following gross payrolls, which are included in approved district claims, all having been duly audited by the business administrator and previously paid:

March 15, 2022	\$354,670.75
March 30, 2022	\$365,160.09

F3. Approval of Contract for Tuition

Be it resolved, the Board approves a tuition contract with the Lakeview Learning Center for Student #9158363214 from April 4, 2022 to June for the 2021-2022 school year for \$27,350.12, (exclusive of transportation).

F4. Approval of Comprehensive Annual Financial Report

Be it resolved, upon the recommendation of the Superintendent, the Board approves the acceptance of the Comprehensive Annual Financial Report, the Auditors Management Report on Administrative Findings and the Corrective Action Plan for the fiscal year ended June 30, 2021, and forwarding to the County Superintendent the minutes of the meeting together with the Corrective Action Plan and Audit Synopsis.

F5. Adoption of the 2020-2021 School Year Audit’s Corrective Action Plan

Be it resolved, based upon the recommendation of the Superintendent and pursuant to N.J.S.A. 18A:19-4.1, the Board of Education accepts the 2020-2021 School Year Audit’s Corrective Action Plan.

F6. Approval of Appointment of Purchasing Agent

Whereas, N.J.S.A. 18A:18A-3 provides that contracts that do not annually exceed, in the aggregate, the bid threshold (currently \$32,000 for a Non-Qualified Purchasing Agent and \$44,000 for a Qualified Purchasing Agent) may be awarded by the purchasing agent without advertising for bids when so authorized by Board Resolution, and Whereas, N.J.S.A. 18A:18A-37, provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations, if so authorized by Board Resolution; Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of the School Business Administrator as the Purchasing Agent for the district for the 2021-2022 school year according to the rules and regulations of P.L. 1999 c.440; and Be it further resolved that the Purchasing Agent is authorized to award contracts up to her bid threshold of \$44,000 and establish the quote threshold at \$6,600 as per N.J.S.A. 18A:18A-2.

PERSONNEL AGENDA

Motion to approve resolution P1-P2:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

P1. Approval of Appointment: Mentor

Be it resolved, upon the recommendation of the Superintendent, the Board approves to appoint K. Vanden Heuvel as a mentor for Katherine Lupfer for the 2021-2022 school year, at the state-mandated stipend amount.

P2. Approval of Appointment: Mentor

Be it resolved, upon the recommendation of the Superintendent, the Board approves to appoint L. Schwartz as a mentor for Kelsey Shalongo for the 2021-2022 school year, at the state-mandated stipend amount.

EDUCATION AGENDA

Motion to approve resolutions E1-E4:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

E1. Approval of Emergency School Bus Evacuation Drills

Be it resolved, upon the recommendation of the Superintendent, the Board approves the implementation and completion of the School Bus Emergency Evacuation Drill conducted on March 23, 2022, from 10:00 a.m. to 1:45 p.m. for the Prospect Park School District with use of a Haledon Public School bus; the drill was conducted by School Resource Officer Jason Ross, Altisha Glaster, and Jennifer Soto.

E2. Approval of HIB Report

Be it resolved, upon the recommendation of the Superintendent, the Board approves the determination in the 2021-2022 HIB case #s as submitted below:

Unfounded

228717

229312

Founded

229231

E3. Approval of Professional Development

Be it resolved, upon the recommendation of the Superintendent, the Board approves the listed professional development, pending budget availability:

Participant	Workshop Name	Location	Course Dates	Cost of Course
Glaster, Altisha	Summer Inclusion Leadership Conference 2022	Kenilworth, NJ	6/28/2022	\$150

E4. Approval of the Presentation and Acceptance of the District and School Performance Reports

Be it resolved, based upon the recommendation of the Superintendent, the Board of Education approves the presentation and acceptance of the District and School Performance Reports.

BUILDING AND GROUNDS AGENDA

Motion to approve resolutions BG1:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

BG1. Approval of a Facilities Request from the Borough

Be it resolved, upon the recommendation of the Superintendent, the Board approves the facilities request for the use of the school gymnasium, restrooms and parking lot for the Teachers Association of Prospect Park Optical Academy, Saturday, May 7, 2022, from 8:00 a.m. to 2:00 p.m.

POLICY AGENDA – There are no resolutions under the Policy section.

FOOD SERVICE AGENDA – There are no resolutions under the Food Service section.

PUBLIC PARTICIPATION: STATEMENT TO THE PUBLIC

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Motion to Open Public Hearing:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

Motion to Close Public Hearing:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

12. Executive Session

Motion to Go into Executive Session to Discuss a Legal and Personnel Matters (if needed):

Motion by: _____

Second: _____ Time: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

Motion to Close Executive Session to Discuss a Legal and Personnel Matters (if needed):

Motion by: _____

Second: _____ Time: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

Motion to Reconvene to the Regular Meeting (if needed):

Motion by: _____

Second: _____ Time: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

13. New Business Section

14. Closing Remarks/Announcements

15. Adjournment

Respectfully submitted,

Erin Delaney,
Board Secretary

Mr. Ariosto Rodriguez,
Board President