

PROSPECT PARK BOARD OF EDUCATION

SPECIAL MEETING AGENDA

Thursday, March 24, 2022—7:00 P.M.

The Special meeting of the Prospect Park Board of Education, Prospect Park, New Jersey, has been called to convene on Thursday, March 24, 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

11. AGENDA ACTION ITEMS

FINANCE AGENDA

Motion to approve resolutions F1-F5:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

F1. Approval of ESEA Grant Carryover Money

Be it resolved, based upon the recommendation of the Superintendent, the Board approves the carryover of IDEA Grant money from the 2020-2021 school year to the 2021-2022 school year as follows:

TITLE PROGRAM	Amount
Title I-A	\$154,268.00
Title II-A	\$ 15,848.00
Title III	\$ 11,995.00
Title III Immigrant	\$ 6,911.00
Title IV Part A	\$ 29,995.00

F2. Adoption of Tentative Budget

Be it resolved, based upon the recommendation of the Superintendent that the tentative budget be approved for the 2022 – 2023 School Year using the 2022 – 2023 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

And to advertise said tentative budget in the Herald News and Bergen Record in accordance with the form suggested by the State Department of Education and according to law; and

Be it further resolved, that a public hearing be held via ZOOM link will be available on Prospect Park Board of Education website, on April 26, at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year.

	GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE	TOTAL
APPROPRIATIONS	\$ 15,380,310	\$ 910,157	\$ 306,979	\$ 16,597,446
Less REVENUE	\$ 12,184,486	\$ 910,157	\$ 306,979	\$ 13,401,622
TAXES TO BE RAISED	\$ 3,195,824	\$ -	\$ -	\$ 3,195,824

F3. Approval of Debt Service Reserve Account Withdrawal - Payment of Debt Service

Be it resolved, based upon the recommendation of the Superintendent, that the Prospect Park Board of Education requests the approval of Capital Reserve withdrawal in the amount of \$ 306,979. The district intends to utilize these funds for the payment of Debt Service;

Be it further resolved that the Board approve the motion to accept Budgeted Fund Balance of \$311,466 to support the 2022-2023 budget.

F4. Approval of the Establishment of the Maximum Level for Professional Services

Be it resolved, based upon the recommendation of the Superintendent, the Board approves the Establishment of the Maximum Level for Professional Services; The tentative budget includes the following appropriations. The Administration needs to notify the Board if there arises a need to exceed said maximums; Upon which the Board may adopt a dollar increase in the maximum amount through formal Board action.

Budget Year 2022-2023

Legal Services	\$ 50,000
Auditing Services	\$ 20,000
Architectural Services	\$ 14,000
Medical Services	\$ 5,000

F5. Approval of Travel & Related Expense Reimbursement

WHEREAS N.J.A.C 6A:23B - 1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2022 – 2023 school year

WHEREAS, the Prospect Park Board of Education appropriated \$40,000 for travel during the 2021-2022 school year and has spent \$4,000 as of March 1, 2022.

NOW, THEREFORE BE IT RESOLVED, that the Prospect Park Board of Education hereby establishes the school district travel maximum for the 2022 – 2023 school year at the sum of \$20,000 and

BE IT RESOLVED, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

PERSONNEL AGENDA

Motion to approve resolution P1-P6:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

P1. Approval of Appointment of Administrative Assistant to the Superintendent/Board Secretary

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Carrie Bell, Secretary (Administrative Assistant to the Superintendent) at the following salary, \$45,130.00 Step 2, with a stipend of \$1,000 per month to serve as Board Secretary, effective April 1, 2022. This appointment is pending a satisfactory criminal background check.

P2. Approval of Appointment of Bedside Instruction Teacher

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Kimberly Mascelli to provide bedside instruction to student ID # 6132 effective immediately.

P3. Approval of Appointment of Bedside Instruction Teacher

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Kelly Vanden Heuvel to provide bedside instruction to student ID # 4815 effective immediately.

P4. Approval of Appointment of Bedside Instruction Teacher

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Kelly Vanden Heuvel to provide bedside instruction to student ID # 5109 effective April 4, 2022.

P5. Approval of New Substitute List

Be it resolved, based upon the recommendation of the Superintendent, the Board approves the list of new substitute teachers from NRESC for the 2021-2022 school year.

LAST NAME, FIRST	PRIORITY	CERT#
COLEMAN, CYNTHIA	III	C
GARCIA, TYLER	III	C
HAMDEH, DOAA KHAIR	III	C
HDAIB, HAYAT	III	C
HUZIEN, REEM	II	C
REYNOLDS-MENDEZ, LINDSAY	III	C
SALDUTTI, ANDREA	II	C

P6. Approval of Appointment of Long-Term Substitute

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Marisol Vazquez as a long-term substitute, without benefits, at the daily rate of \$267.22 for the 2021-2022 school year.

EDUCATION AGENDA – There are no resolutions under the Education section.

BUILDING & GROUNDS AGENDA

Motion to approve resolution 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 Prospect Park Second Annual Job Fair, Wednesday, April 27, 2022, from 4:30 p.m. to 8:30 p.m.

POLICY AGENDA

Motion to approve resolution BP1-BP3:

Motion by: _____

Second: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

BP1. Approval of the December 7, 2021 Board of Education Minutes

Be it resolved, the Board accepts and approves the following Board of Education meeting minutes: Regular Meeting—December 7, 2021

BP2. Approval of the December 20, 2021 Board of Education Minutes

Be it resolved, the Board accepts and approves the following Board of Education meeting minutes: Special Meeting—December 20, 2021

BP3. Approval of the December 27, 2021 Board of Education Minutes

Be it resolved, the Board accepts and approves the following Board of Education meeting minutes: Special Meeting—December 27, 2021

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

PUBLIC PARTICIPATION: STATEMENT TO THE PUBLIC

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.

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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 Legal and Personnel Matters (if required):

Motion by: _____

Second: _____ Time: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							

Abstain							
Absent							

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

Motion by: _____

Second: _____ Time: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

Motion to Reconvene to the Regular Meeting:

Motion by: _____

Second: _____ Time: _____

	Rodriguez	Colcloughly	Ensour	Gonzalez	Lopez	Nadim	Valerio
Yes							
No							
Abstain							
Absent							

13. Old Business Section

14. New Business Section

15. Closing Remarks/Announcements

16. Adjournment

Respectfully submitted,

Erin Delaney,

Mr. Ariosto Rodriguez,

Board Secretary

Board President