

# PROSPECT PARK BOARD OF EDUCATION

## REGULAR MEETING AGENDA

Tuesday, June 15, 2021—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, June 15, 2021 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 President

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) for publication. Adequate notice has been provided."

### 2. Pledge of Allegiance

### 3. Roll Call      Board Secretary

BOARD MEMBERS	Present	Absent	Absent w/ Notification
Mr. Nadim			
Ms. Gonzalez			
Mr. Colcloughly			
Ms. Ensour			
Mr. Lopez			
Mr. Rodriguez			
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 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 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 chose 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: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Lopez	Valerio	Vacant	Vacant
Yes							
No							
Abstain							
Absent							

**Motion to Close Public Hearing:**

Motion by: \_\_\_\_\_

Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Lopez	Valerio	Vacant	Vacant
Yes							
No							
Abstain							
Absent							

**8. Communications:**

None.

**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: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**10. Approval of Minutes**

Be it resolved, the Board accepts and approves the following Board of Education meeting minutes: Regular Meeting—May 4, 2021

**Motion to approve the meeting minutes:**

Motion by: \_\_\_\_\_

Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**11. Approval of Safe Return to In-person Instruction and Continuity of Service Plan & Public Hearing**

**Motion to Open Public Hearing:**

Motion by: \_\_\_\_\_

Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Lopez	Valerio	Vacant	Vacant
Yes							
No							
Abstain							
Absent							

**Motion to Close Public Hearing:**

Motion by: \_\_\_\_\_

Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Lopez	Valerio	Vacant	Vacant
Yes							
No							
Abstain							
Absent							

Be it resolved, upon the recommendation of the Superintendent, the Board approves the submission to the NJDOE of the Safe Return to In Person Instruction and Continuity of Service Plan.

**12. Presentations**

None.

**13. AGENDA ACTION ITEMS**

**FINANCE AGENDA**

**Motion to approve resolutions F1-F29:**

Motion by: \_\_\_\_\_

Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**F1 Approval of District Claims—Bills List—May 2021**

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 April 2021. The total payment amount was \$1,364,704.96 including payroll.

**F2 Secretary’s Report – Acceptance—March 2021**

Be it resolved, upon the recommendation of the Superintendent, the Board accepts the Board Secretary’s financial reports for the month of March 2021, based upon the certification of the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c) (3), N.J.S.A. 18A:17-10 and N.J.S.A.

18A:17-36, that no line-item account or program category account has been over expended, and that no account or fund has been over expended.

**F3 Report of the Treasurer of School Moneys—Acceptance—March 2021**

Be it resolved, upon the recommendation of the Superintendent, the Board accepts the Reports of the Treasurer of School Moneys for the month of March 2021.

**F4 Approval of Monthly Transfer of Budget Funds Report—Month of March 2021**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the Monthly Budget Transfer Report for the month of March 2021.

**F5 Approval of Investment of Funds and Wire Transfers**

Be it resolved, upon the recommendation of the Superintendent, the Board authorizes the Business Administrator/Board Secretary for the 2021-2022 school year to invest funds not immediately needed, in any authorized bank in the State of New Jersey; to report investments to the Board; and to make wire transfers amongst the board accounts and for paying approved bills, payrolls and investments.

**F6 Approval of Chart of Accounts**

Be it resolved, upon the recommendation of the Superintendent, the Board designates the NJDOE Chart of Accounts as the minimum Chart of Accounts for use in the district for the 2021-2022 school year; and

Be it further resolved, that the business office is authorized to add additional sub-account designations (both within the existing sub-accounts as well as additional sub-positions), as the School Business Administrator may deem necessary; and

Be it further resolved, that the Superintendent is authorized to make any necessary transfer below the level of the NJDOE Chart of Accounts.

**F7 Approval of School Depositories and Signatures**

Be it resolved, upon the recommendation of the Superintendent, the Board approves that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below for the 2021-2022 school year (N.J.S.A. 18A:19-1). All accounts listed are with Valley National Bank.

Account	Acct #	Signature
General	xxxx6684	Two of Business Administrator/Board Secretary, BOE President, BOE Vice President, Superintendent of Schools, Treasurer of School Monies.
Agency	xxxx6706	Two of Business Administrator/Board Secretary, BOE President, BOE Vice President, Superintendent of Schools, Treasurer of School Monies.
Lunch	xxxx6714	Two of Business Administrator/Board Secretary, BOE President, BOE Vice President, Superintendent of Schools, Treasurer of School Monies.
Capital Reserve	xxxx6722	Two of Business Administrator/Board Secretary, BOE President, BOE Vice President, Superintendent of Schools, Treasurer of School Monies.
Summer Savings	xxxx8087	Two of Business Administrator/Board Secretary, BOE President, BOE Vice President, Superintendent of Schools, Treasurer of School Monies.
Flexible Spending	xxxx7404	One of Business Administrator/Board Secretary, BOE President, BOE Vice President, Superintendent of Schools, Treasurer of School Monies.
Salary	xxxx6692	One of Business Administrator/Board Secretary BOE President, BOE Vice President, Superintendent of Schools, Treasurer of School Monies.
Student Council	xxxx6730	Two of Business Administrator/Board Secretary, Teacher Representative to Student Council, Treasurer of School Monies.



**F8 Approval of Facsimile Signature**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the use of facsimile signature for the Board Secretary for the ensuing term of the board on warrants, paychecks, and contracts for the 2021-2022 school year.

**F9 Approval of Petty Cash Organization Accounts**

Be it resolved, upon the recommendation of the Superintendent, the Board authorizes, for the 2021-2022 school year, the establishment of a petty cash fund of \$500.00 at the Board Office, with a maximum single-expenditure limit of \$150.00.

**F10 Approval of State Contracts**

Whereas, Title 18A:18A-10 provides that, “A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property”; and

Whereas, the Board has the need, on a timely basis, to procure goods and services utilizing state contracts; and

Whereas, the Board desires to authorize its purchasing agent for the 2021-2022 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year;

Now, therefore, be it resolved, upon the recommendation of the Superintendent, the Board authorizes the District Purchasing Agent to make purchases of goods and services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property.

**F11 Approval of Joint Purchasing Agreements**

Whereas, N.J.S.A 18A:18A-11 provides that, “The Board of Education of two or more districts may provide, jointly by agreement for the provision and performance of goods and services for their respective districts, or one or more Boards of Education may provide for such provision or performance of goods or services by joint agreement with the governing body of any municipality or County”; and

Whereas, the Board has the need, on a timely basis, to procure goods and services utilizing joint purchasing agreements; and

Whereas, the Board desires to authorize its purchasing agent for the 2021-2022 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year;

Now, therefore, be it resolved, upon the recommendation of the Superintendent, the Board authorizes the district purchasing agent to make purchases of goods and services utilizing joint purchasing agreements.

**F12 Approval of Payment of Bills Between Meetings**

Be it resolved, upon the recommendation of the Superintendent, the Board appoints the Business Administrator as Claims Auditor to verify and pay bills as needed to protect the interests of the board between meetings for the 2021-2022 school year in accordance with N.J.S.A. 18A:19-4.1. Such bills which will be listed as paid at the next regular board meeting.

**F13 Approval of Transfers of Budgeted Funds Between Meetings**

Be it resolved, upon the recommendation of the Superintendent, the Board appoints the Business Administrator to make budget transfers as needed to maintain account balances between meetings for the 2021-2022 school year. Such transfers will be submitted to the board at the next regular board meeting.

**F14 Approval of Advertising for and Receiving of Bids**

Be it resolved, upon the recommendation of the Superintendent, the Board authorizes the Board Secretary to advertise for and receive bids for supplies, equipment and services for the 2021-2022 school year when required by the Public School Contracts Law.

**F15 Approval of District Travel Expenditures**

Whereas, the Board is required, pursuant to N.J.S.A. 18A:11-12, to adopt policy and approve travel expenditures by district employees to ensure that travel is educationally necessary and fiscally prudent; and

Whereas, employees shall be reimbursed for business related travel at the rate per mile permitted by the State of New Jersey, Office of Management and Budget Guidelines;

Now, therefore, be it resolved, upon the recommendation of the Superintendent, the Board authorizes travel for regular business at an amount not to exceed \$1,500.00 per employee for the 2021-2022 school year; and

Be it further resolved, the Board approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$25,000 for all staff and board members.

**F16 Approval of Representatives Requesting Federal and State Funds**

Be it resolved that the Superintendent and the Business Administrator/Board Secretary, or their designees, be designated as the Board’s agents to request state and federal funds under the existing State and Federal Laws for the 2021-2022 school year.

**F17 Approval of Contract for Before and After School Program**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the Boys & Girls Club Before and After School Program contract for the 2021-2022 school year.

**F18 Approval of Application for 2021 Safety Grant Program**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the submission of the application for the 2021 Safety Grant Program through the New Jersey School Insurance Group (NJSIG) for the purposes described in the application, in the amount of \$6,400.00, for the 7/1/2021 – 6/30/2022 program period. Allotments are based on NJSIG Underwriting Surplus for the period 7/1/2019 – 7/1/2020. Grant disbursements will take place in the fall of 2021.

**F19 Approval of Extraordinary Aid Application**

Be it resolved, upon the recommendation of the Superintendent, the Board approves submission of the FY 2021-2022 Special Education Extraordinary Aid Application in accordance with NJSA 18A:7F-55 and N.J.A.C. 6A:23A.

**F20 Approval of Membership in NJSIG 2020-2022**

Whereas, N.J.S.A. 18A:18B-1, et seq., enables Boards of Education to join with other Boards of Education in school board insurance trusts for the purpose of forming self-insurance pools; and

Whereas, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members; and

Whereas, the Prospect Park Board of Education, hereinafter referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG; and

Whereas, the Educational Institution certifies that it has not defaulted on a claim, and

has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG; and

Whereas, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

Whereas, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other Boards of Education in the State of New Jersey

Now, therefore, be it resolved that:

1. This agreement is made by and between NJSIG and the Educational Institution;
2. The Educational Institution joins with other Boards of Education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2020, and ending July 1, 2022 at 12:01 a.m.;
3. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
4. The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
5. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
6. By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
7. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
8. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and

obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;

9. The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;

10. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;

11. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution;

12. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG

**F21 Approval of Contract for Dental Insurance**

Be it resolved, the Board approves the second year of the two-year contract with Delta Dental of New Jersey for 2021-2022, effective 7/1/2021 – 6/30/2022, at the current contracted rates with a 3% increase.

**F22 Approval of Agreement for Agents of Records**

Be it resolved, upon the recommendation of the Superintendent, the Board appoints the following as Insurance Agents for the 2021-2022 school year, effective 7/1/2021 – 6/30/2022:

Commercial Insurance	Fairview Insurance Agency Associates
Workers' Compensation	Fairview Insurance Agency Associates
Employee Benefits	Brown & Brown Advisors

**F23 Approval of Contract for Chapter 192/193 Services to Non-public Students**

Be it resolved, upon the recommendation of the Superintendent, the Board approves to contract with Essex Regional Education Services Commission (ERESC) for the 2021-2022 school year to provide the following auxiliary services (Chapter 192) and handicapped services (Chapter 193) to the eligible non-public school students at rates established by the State Department of Education: Compensatory Education; English as a Second Language; Home Instruction; Supplementary Instruction; Speech-Language; and Evaluation and Determination of Eligibility. State funding covers 100% of the cost.

**F24 Approval of Agreement for Professional Services**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the agreement with Occupational Therapy Consultants, Inc. to provide professional services for the 2020-2021 school year, effective 7/1/2020 – 6/30/2021 regarding the provision of occupational therapy, physical therapy and speech-language services for the district students as per contract agreement.

**F25 Approval of Shared Services Agreement with the NRESC for Technology Support**

Be it resolved, upon the recommendation of the Superintendent, the Board accepts and approves the shared services agreement with the NRESC for technology support services, effective 7/1/2021 to 6/30/2022 for the annual sum of \$172,999.42, with potential additional costs as detailed in the agreement, where 50% of the cost will be funded through the ARP ESSER III (American Rescue Plan Elementary and Secondary School Emergency Relief) Fund.

**F26 Approval of MOU with the Haledon Police Department**

Be it resolved, upon the recommendation of the Superintendent, the Board accepts and approves the MOU proposed by the Haledon Police Department for 3 police officers to be present at the Prospect Park 8<sup>th</sup> Grade Graduation ceremony to be held at Manchester Regional High School on June 21, 2021. The proposed rates are as follows: \$100/hr. per officer, inclusive of an administrative fee, for a minimum of 4 hours and \$20/hr. per police vehicle with a maximum amount of 3 vehicles to be used.

**F27 Approval of Payroll**

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:

May 15, 2021	\$334,979.54
May 30, 2021	\$326,416.01

**F28 Approval of Transportation Services Contract with ESC of New Jersey**

Be it resolved, upon the recommendation of the Superintendent, the Board approves to contract with Educational Services Commission of New Jersey for the purpose of transportation services for the 2021-2022 school year.

**F29 Approval of Special Education Transportation Services Contract with NRESC**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the Special Education Transportation Services Agreement with Northern Region Educational Services Commission for the 2021-2022 school year for the following routes, including an aide as applicable, effective with the start date indicated through each school’s last day.

<u>Route</u>	<u>School</u>	<u>Contractor</u>	<u># of Students</u>	<u>Est. cost per Route</u>	<u>Surcharge Cost</u>	<u>Start Date</u>
Q1073	Benway School	R&May Trans	1	\$16,450.00	\$658.00	2/1/21
Q1074	Calais School	Safeguard Trans	1	\$8,322.00	\$249.66	2/1/21
1054	Prospect Park	Omar Trans	1	\$14,400.00	\$576.00	2/21/21
Q1105	Parkway Elem	J&W Financial	1	\$14,990.00	\$599.60	4/8/21

**PERSONNEL AGENDA**

**Motion to approve resolutions P1-P12:**

Motion by: \_\_\_\_\_

Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**P1 Approval of Appointment of School Business Administrator/Board Secretary**

Be it resolved, upon the recommendation of the Superintendent, the Board appoints Tyesha Hilbert as School Business Administrator/Board Secretary, pending County approval, for school year 2021-2022 effective July 1, 2021 at a starting salary of \$110,000.00

**P2 Approval of Appointment of Custodian of Records & Public Access to Records**

Be it resolved, upon the recommendation of the Superintendent, the Board appoints the Board Secretary, Tyesha Hilbert, as Custodian of Records in accordance with N.J.S.A. 47:1A-1 et seq. for the 2021-2022 school year; and

Be it further resolved, the Board indemnifies the Custodian of Records for all legal costs, which might arise from this appointment.

**P3 Approval of Appointment: Summer Work**

Be it resolved, upon the recommendation of the Superintendent, the Board approves to appoint Altisha Byrd and Cynthia Fernandes to work a maximum of 60 summer hours for Child Study Team related services, at the rate of \$62.00 per hour. Schedule to be approved by the Superintendent prior to June 30, 2021.

**P4 Approval of Appointments: Custodial Supervisors**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointments of the following staff as custodial supervisors for the 2021-2022

school year at the annual rate of \$2,000.00 per the approved Agreement between the Teachers Association of Prospect Park and the Prospect Park Board of Education.

Beco, Honacy      Day Supervisor  
 Tapia, Luis      Night Supervisor

**P5 Approval of Appointment: Certificated Staff**

Be it resolved, upon the recommendation of the Superintendent, the Board approves to award full-time employment for the 2021-2022 school year to the following teachers at a step and track yet to be determined pending the outcome and completion of negotiations between the Teachers Association of Prospect Park and the Prospect Park Board of Education.

Name	Name	Name
Aguilar, Dawn	Gambon, Gina	Powell, Renee
Alabee, Tatiana	Garofano, Jessica	Rosoline, Laurie
Alvarenga, Chasty	Goenaga, Marisol	Scarabaggio, Angelina
Ankelein, Deborah	Gomez, Christine	Schwartz, Leslie
Antista, Lori	Gomez, Jessica	Scott, Michael
Baccaro, Terri Ann	Gomez, Michele	Solloway, Beth-Anne
Barbire, Kristen	Gormly, Gregory	Soto, Jennifer
Barta, Kathryn	Hanna, Constantina	Stewart, Shannon
Berger, Robert	Illescas, Ruth	Sullivan, Jaime
Borkowski, Joseph	Isenhour, Donna	Sweetman, Christine



Bruder, Nicole	Iurato, Laura	Turner, Carolyn
Bruschi, Noreen	John, Roy	Vanden Heuvel, Kelly
Byrd, Altisha	Kalajian, Annmarie	Walls, Kara
Carrero, Lauren	Khalil, Leila	Wiesenfeld, Robert
Christensen- Leone, Susan	Laauwe, Juana	Wnoroski, Michael
Colomier, Laura	Levy Robbins, Debra	Yonadi, Dawn
Dabrowski, Jill	Lombardi, Jana	Zarnick, Jessica
DeCarlo-Gangi, Diana	Luizzi, Lynne	
DeJesus, Jessica	Machovsky, Cynthia	
Dellapena, Kathleen	Major, Megan	
Dumicic, Cynthia	Mascelli, Kimberly	
Duran, Kelly	Matragas, Zara	
Faughnan, Victoria	Meli-Aliano, Giovanna	
Fernandez, Cynthia	Ogden, Lia	
Ficetola, Rebecca	Parenti, Vito	
Ford, Karalyn	Pasquale, Francesca	

Franco, Elizabeth	Pellegrino, Michele	
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**P6 Approval of Appointment: Office Personnel**

Be it resolved, upon the recommendation of the Superintendent, the Board approves to award a full-time, 12-month employment contract for the 2021-2022 school year, effective 7/1/2021 – 6/30/2022, to the following staff member per the pending Agreement between the Teachers Association of Prospect Park and the Prospect Park Board of Education.

Cathy Jefferson

**P7 Approval of Stipend Positions**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the following stipend positions for the 2021-2022 school year:

Affirmative Action	Noreen Bruschi	\$1,275.00
Teacher Coordinator	Dawn Aguilar	\$2,250.00
Schedule Coordinator	Dawn Aguilar	\$2,250.00

**P8 Approval of Appointments: Custodial Supervisors**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointments of the following staff as custodial supervisors for the 2021-2022 school year at the annual rate of \$2,000, per the approved Agreement between the Teachers Association of Prospect Park and the Prospect Park Board of Education:

Beco, Honacy	Day Supervisor
Tapia, Luis	Night Supervisor

**P9 Approval of Appointment: Custodians**

Be it resolved, upon the recommendation of the Superintendent, the Board approves to award full-time, 12-month employment contracts for the 2021-2022 school year, effective 7/1/2021 – 6/30/2022, to the following staff members per the pending Agreement between the Teachers Association of Prospect Park and the Prospect Park Board of Education.

Beco, Honacy  
Leon Cortes, Oscar  
Pineda, Luis  
Tapia, Luis  
Sammis, Robert

**P10 Approval of Appointment: Summer Learning Academy Program Teachers**

Be it resolved, upon the recommendation of the Superintendent, the Board approves to appoint the following as Summer Learning Academy Program/ESL Summer Program Teachers for a maximum of 60 hours per session with two sessions scheduled, effective 7/1/2021-7/29/2021, exclusive of July 4, 2021, at a stipend of \$3,720.00 each (prorated at \$62.00 per hour) for the 2021-2022 School Year, pending sufficient summer enrollment; teachers will be reduced if there is insufficient enrollment:

- Jill Dabrowski
- Leslie Schwartz
- Francesca Pasquale
- Jaime Sullivan
- Dawn Aguilar
- Michelle Pellegrino
- Marisol Goenaga
- Laila Khalil
- Donna Isenhour
- Michele Gomez
- Constantina Hanna

- Jessica DeJesus (PM Session)
- Nicole Bruder (PM Session)

**P11 Approval of Appointment: Extended School Year Teachers**

Be it resolved, upon the recommendation of the Superintendent, the Board approves to appoint the following as summer school teachers for a maximum of 60 hours, effective 7/1/2021 – 7/29/2021, exclusive of July 4, 2021, at a stipend of \$3,720.00 each (prorated at \$62.00 per hour), for the 2021-2021 School Year, pending sufficient summer enrollment; teachers will be reduced if there is insufficient enrollment.

- Noreen Bruschi
- Susan Christensen-Leone
- Nicole Bruder
- Zara Matragas
- Jessica Dejesus
- Laura Iurato

**P12 Approval of Appointments**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the following appointments for the 2021-2022 school year:

ADA Officer  
 Asbestos/AHERA Coordinator  
 Chemical Hygiene Officer  
 Indoor Air Quality Coordinator  
 IPM Coordinator and Approves IPM Plan  
 Public Agency Compliance Officer (PACO)  
 Right-To-Know Contact Person  
 Safety & Health Designee and  
 Safety & Security Plans  
 Homeless Liaison  
 Section 504 Officer  
 Attendance Officer

Business Administrator/Board Secretary  
 Business Administrator/Board Secretary  
 Business Administrator/Board Secretary  
 Business Administrator/Board Secretary  
 Business Administrator/Board Secretary  
 Business Administrator/Board Secretary  
 Business Administrator/Board Secretary  
 Business Administrator/Board Secretary  
 Business Administrator/Board Secretary  
 Guidance Counselors  
 Guidance Counselors  
 School Nurse

**EDUCATION AGENDA**

**Motion to approve resolutions E1-E7:**

Motion by: \_\_\_\_\_

Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**E1 Approval of the Adoption of the Manchester Algebra 1 Curriculum for the 2021-2022 School Year**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the adoption of The Manchester Algebra 1 curricula for the 2021-2022 school year in accordance with the NJ Student Learning Standards.

**E2 Approval of Textbooks**

Be it resolved, upon the recommendation of the Superintendent, the Board adopts the textbooks as noted on the official textbook listing for the Prospect Park Public Schools as maintained in the office of the Superintendent of Schools, for the 2021-2022 school year.

**E3 Approval of Emergency Action Plan**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the Emergency Action Plan for handling sudden cardiac events, pursuant to N.J.S.A. 18A:40-41b, for the 2021-2022 school year.

**E4 Approval of Mentoring Plan**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the 2021-2022 Mentoring Plan and submission of the Statement of Assurance to the Passaic County Office of Education.

**E5 Approval of Local Professional Development Plan**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the updated Local Professional Development Plan for the 2021-2022 school year.

**E6 Approval of HIB Report**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the determination in the 2020-2021 HIB case #'s as submitted below:

**Unfounded**

- 220616
- 221306
- 221376
- 221746

**Founded**

- 221713

**E7 Approval of Shared Services Contract with NRESC**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the shared services contract with NRESC for the 2021-2022 school year for psychological and educational evaluations for the following student: SID# 8036337030

**BUILDING AND GROUNDS AGENDA—None**

**POLICY SECTION**

**Motion to approve resolutions BP1-BP12:**

Motion by: \_\_\_\_\_

Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**BP1 Rescind Resolution BP1 of the May 4, 2021 Regular Meeting of the Prospect Park Board of Education**

Be it resolved, upon the recommendation of the Superintendent and Board Secretary, the Board approves the rescinding of Resolution BP1 titled “Approval of Additional Regular Meeting Date – June 2021”

**BP2 Approval of Additional Regular Meeting Date – June 2021**

Be it resolved, upon the recommendation of the Superintendent and Board Secretary, the Board approves an additional regular meeting date for the month of June 2021 to be held on Monday, June 28<sup>th</sup>, 2021 at 6PM.

**BP3 Approval of School Calendar Revision for 2020-2021**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the revisions to the school calendar for 2020-2021.

**BP4 Approval of Graduation Ceremony**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the 2021 Graduation Ceremony to take place at Manchester Regional High School on Monday, June 21, 2021 at 6:00 P.M. with a rain date of Friday, June 25, 2021 at 10:00 A.M.

**BP5 Approval of Board of Education Regular Meeting Schedule – 2021-2022 School Year**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the Prospect Park Board of Education Schedule of Regular Board Meetings for the 2021-2022 school year.

**BP6 Approval of Standard Operating Procedures Manual**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the Standard Operating Procedures Manual for the 2021-2022 school year as required per N.J.A.C. 6A:23A-6.

**BP7 Approval of Policies/By-Laws/Job Descriptions**

Be it resolved, upon the recommendation of the Superintendent, the Board hereby approves all existing policies, by-laws, job descriptions, rules and regulations currently in effect for the 2021-2022 school year, subject to revision, adoption, and continuous review by the Board.

**BP8 Approval of Additional Job Descriptions**

Be it resolved, upon the recommendation of the Superintendent, the Board hereby approves the following additional job descriptions: Professional Development Committee Member - 10

months, Instructional Coach - 10 months, and Social Emotional Intervention Coach/Teacher - 10 months.

**BP9 Approval of Doctrine of Necessity for 2021**

Whereas, the School Ethics Act (N.J.S.A. 18A:12-21 et seq.) was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standard to guide their conduct; and

Whereas, the School Ethics Commission has provided guidance in Public Advisory Opinion A03-98, with additional opinions issued in 2012, 2014 and 2015, regarding how a Board should invoke the Doctrine of Necessity when a quorum of the board of education has conflicts of interest on a matter required to be voted upon; there is also case law which provides guidance on this issue; and

Whereas, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

Whereas, in keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a), the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

Now, therefore, be it resolved that the Board of Education of the Prospect Park Board of Education hereby invokes the Doctrine of Necessity for the reason of approving Memorandum of Agreement between the Board of Education of the Prospect Park and the Borough of Prospect Park, which is a monetary contract and includes but is not limited to Police services, and this doctrine must be invoked to overcome any alleged conflict by Board Members:

- 1) Ms. Daysi Gonzalez, who has a family member serving as an employee of the Borough, and/or Police Department;
- 2) Mr. Euyenibert Lopez, an employee/or volunteer with Borough and a volunteer special police officer;
- 3) Mr. Niaz Nadim, who has a family member employed by the Borough; and
- 4) Mr. Ariosto Rodriguez, who is an employee/volunteer with the Borough and/or the Police Department;

Be it further resolved, that the Board of Education of the Prospect Park Board of Education is herewith meeting the requirements to read the resolution at a regular scheduled public meeting, will post it where it posts public notices for 30 days and will provide the School Ethics Commission with a copy of the resolution as required by the Decision of the School Ethics

Commission.

**BP10 Approval of Official Newspaper**

Be it resolved, upon the recommendation of the Superintendent, the Board designates for the 2021-2022 school year the Herald News and the Record as the official newspapers and the Star Ledger as the alternate (N.J.S.A 18A:10-4, 18A:21, 18A:39-3).

**BP11 Approval of Postnatal Policy for Teaching Staff**

Be it resolved, upon the recommendation of the Superintendent, the Board hereby approves the submitted Postnatal Policy for Teaching Staff members for the 2021-2022 school year, in accordance with Fair Labor Standards Act – 29 U.S.C. 201 et seq., Patient Protection and Affordable Care Act – P.L. 111-148, and N.J.S.A. 26:4C-1 through 26:4C-3, on first reading.

**BP12 Approval of Postnatal Policy for Support Staff**

Be it resolved, upon the recommendation of the Superintendent, the Board hereby approves the submitted Postnatal Policy for Support Staff members for the 2021-2022 school year, in accordance with Fair Labor Standards Act – 29 U.S.C. 201 et seq., Patient Protection and Affordable Care Act – P.L. 111-148, and N.J.S.A. 26:4C-1 through 26:4C-3, on first reading.

**FOOD SERVICES AGENDA**

**Motion to approve resolution FS1:**

Motion by: \_\_\_\_\_

Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**FS1 Approval of Summer Food Service Program**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the 2021 Summer Food Service Program with Maschio’s Food Services, Inc.

**PUBLIC PARTICIPATION: STATEMENT TO THE PUBLIC**

At this portion of the meeting, time has been allotted for public comment by members 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 chose to speak are not required to give their home address.

**Public Participation: Statement to the Public**

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 President.

**Motion to Open Public Hearing:**

Motion by: \_\_\_\_\_  
 Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**Motion to Close Public Hearing:**

Motion by: \_\_\_\_\_  
 Second: \_\_\_\_\_

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**14. New Business Section**

**15. Closing Remarks/Announcements**

**16. Adjournment**

