

**PROSPECT PARK BOARD OF EDUCATION
REGULAR MEETING AGENDA**

Tuesday, November 10, 2020—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, November 10, 2020 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 |
|---------------------------------|----------------|---------------|-------------------------------|
| President Daysi Gonzalez | | | |
| Ms. Ashley Alba | | | |
| Mr. Frank Caraccio | | | |
| Mr. Euyenibert Lopez | | | |
| Mr. Niaz Nadim | | | |
| Vacancy | | | |
| Vacancy | | | |

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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.

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Code of Ethics Continued

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.

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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 President.

8. Communications:

- Report to the Board of Education—NRESC
- Letter to Board President—Executive County Superintendent
- Resignation of Board Member Mohammed Hussain

9. Reports Section

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

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10. Approval of Minutes

Be it resolved, the Board accepts and approves the following Board of Education meeting minutes—Special Meeting, October 13, 2020 and Special Meeting, October 31, 2020

11. Presentations

There are none.

12. AGENDA ACTION ITEMS

PERSONNEL AGENDA

P1 Approval of Merit Bonus Payment - Goal #1 for the 2019-2020 School Year

Whereas, on January 7, 2020, the Board approved merit bonus goals for the Superintendent for the 2019-2020 school year, as approved by the Interim Executive County Superintendent on January 21, 2020, consisting of 3 quantitative merit criteria and 2 qualitative criteria and submitted same to the Executive County Superintendent for approval in accordance with N.J.A.C. 6A:23A-3.1(e)(10-11 (hereinafter referred to as “Merit Bonus Goals”); and, Whereas, the Board has reviewed supportive documentation and analytical information forwarded on May 7, 2020 which clearly indicates the achievement of this Merit Bonus Goal; Therefore, be it resolved, the Board approves a non-pensionable Merit Bonus of 3.33% of base salary in the amount of \$5,997.00 be paid to the Superintendent for achievement of Goal #1 Financial Literacy Instruction completed during the 2019-2020 school year, as reviewed and approved by the Executive County Superintendent, as required by law.

P2 Approval of Merit Bonus Payment - Goal #2 for the 2019-2020 School Year

Whereas, on January 7, 2020, the Board approved merit bonus goals for the Superintendent for the 2019-2020 school year, as approved by the Interim Executive County Superintendent on January 21, 2020, consisting of 3 quantitative merit criteria and 2 qualitative criteria and submitted same to the Executive County Superintendent for approval in accordance with N.J.A.C. 6A:23A-3.1(e)(10-11 (hereinafter referred to as “Merit Bonus Goals”); and, Whereas, the Board has reviewed supportive documentation and analytical information which clearly indicates the achievement of this Merit Bonus Goal; Therefore, be it resolved, the Board approves a non-pensionable Merit Bonus of 3.33% of base salary in the amount of \$5,997.00 be paid to the Superintendent for achievement of Goal #2 Adult ESL Classes completed during the 2019-2020 school year, as reviewed and approved by the Executive County Superintendent, as required by law.

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P3 Approval of Merit Bonus Payment - Goal #3 for the 2019-2020 School Year

Whereas, on January 7, 2020, the Board approved merit bonus goals for the Superintendent for the 2019-2020 school year, as approved by the Interim Executive County Superintendent on January 21, 2020, consisting of 3 quantitative merit criteria and 2 qualitative criteria and submitted same to the Executive County Superintendent for approval in accordance with N.J.A.C. 6A:23A-3.1(e)(10-11 (hereinafter referred to as “Merit Bonus Goals”); and, Whereas, the Board has reviewed supportive documentation and analytical information forwarded on May 7, 2020 which clearly indicates the achievement of this Merit Bonus Goal; Therefore, be it resolved, the Board approves a non-pensionable Merit Bonus of 3.33% of base salary in the amount of \$5,997.00 be paid to the Superintendent for achievement of Goal #3 Panic Button Installation completed during the 2019-2020 school year, as reviewed and approved by the Executive County Superintendent, as required by law.

P4 Approval of Merit Bonus Payment - Goal #4 for the 2019-2020 School Year

Whereas, on January 7, 2020, the Board approved merit bonus goals for the Superintendent for the 2019-2020 school year, as approved by the Interim Executive County Superintendent on January 21, 2020, consisting of 3 quantitative merit criteria and 2 qualitative criteria and submitted same to the Executive County Superintendent for approval in accordance with N.J.A.C. 6A:23A-3.1(e)(10-11 (hereinafter referred to as “Merit Bonus Goals”); and, Whereas, the Board has reviewed supportive documentation and analytical information forwarded on May 7, 2020 which clearly indicates the achievement of this Merit Bonus Goal; Therefore, be it resolved, the Board approves a non-pensionable Merit Bonus of 2.5% of base salary in the amount of \$4,502.00 be paid to the Superintendent for achievement of Goal #4 Feasibility of Therapy Dog Program completed during the 2019-2020 school year, as reviewed and approved by the Executive County Superintendent, as required by law.

P5 Approval of Family Leaves of Absences

Be it resolved, upon the recommendation of the Superintendent, the Board approves the following staff member for Family Leave of Absence:

➤ Giovanna Aliano,
November 11, 2020 through December 31, 2020

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P6 Approval of Arrival and Dismissal Supervision

Be it resolved, upon the recommendation of the Superintendent, the Board approves the following staff member for Arrival and Dismissal Supervision (stipend position) (20 minutes for each)

- Dawn Aguilar
- Francesca Pasquale
- Leslie Schwartz
- Lori Antista
- Michael Wnoroski

Each staff member will receive a stipend of \$26.00 per hour (pro-rated) for the service.

The effective date is from November 11, 2020 through June 30, 2020, as needed in accordance with the school calendar.

P7 Approval of Maternity Leave

Be it resolved, upon the recommendation of the Superintendent, the Board approves the maternity leave of absence for Jessica Garofano as follows:

From November 2, 2020 through November 10, 2020

From November 11, 2020 through February 12, 2021 FML

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FINANCE AGENDA

F1 Secretary's Report--Acceptance—June 2020

Be it resolved, based upon the recommendation of the Superintendent, the Board accepts the Board Secretary's financial reports for the month of June 2020, 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.

F2 Secretary's Report--Acceptance—July 2020

Be it resolved, based upon the recommendation of the Superintendent, the Board accepts the Board Secretary's financial reports for the month of July 2020, 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 Secretary's Report--Acceptance—August 2020

Be it resolved, based upon the recommendation of the Superintendent, the Board accepts the Board Secretary's financial reports for the month of August 2020, 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.

F4 Secretary's Report--Acceptance—September 2020

Be it resolved, based upon the recommendation of the Superintendent, the Board accepts the Board Secretary's financial reports for the month of September 2020, 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.

F5 Report of the Treasurer of School Moneys—Acceptance—June 2020

Be it resolved, based upon the recommendation of the Superintendent, the Board accepts the Reports of the Treasurer of School Moneys for the month of June 2020.

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F6 Report of the Treasurer of School Moneys—Acceptance—July 2020

Be it resolved, based upon the recommendation of the Superintendent, the Board accepts the Reports of the Treasurer of School Moneys for the month of July 2020.

F7 Report of the Treasurer of School Moneys—Acceptance—August 2020

Be it resolved, based upon the recommendation of the Superintendent, the Board accepts the Reports of the Treasurer of School Moneys for the month of August 2020.

F8 Report of the Treasurer of School Moneys—Acceptance—September 2020

Be it resolved, based upon the recommendation of the Superintendent, the Board accepts the Reports of the Treasurer of School Moneys for the month of September 2020.

F9 Approval of Contract—Counseling Services—RFP #05-21

Be it resolved, the Board of Education, based upon the recommendation of the Superintendent, hereby approves the contract with

**ADHD Strategy Mom
Wayne, New Jersey 07470**

ADHD Strategy Mom will provide to the Prospect Park Board of Education counseling services in accordance with the terms and conditions of the district's Request for Proposal RFP #05-21.

The contract rate is \$100.00 per hour.

The contract amount is not to exceed \$44,000.

The term of contract will be from November 11, 2020 through June 30, 2021.

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F10 Approval of Contract—Substitute Teachers—RFP #06-21

Be it resolved, the Board of Education, based upon the recommendation of the Superintendent, hereby approves the contract with

**Swing Education
San Francisco, CA 94104**

Swing Education will provide to the Prospect Park Board of Education substitute teacher services in accordance with the terms and conditions of the district's Request for Proposal RFP #06-21.

Swing Education will be compensated as follows:

| | | |
|------------------|---------------------------------------|---------------------|
| Teacher Full Day | NJ Certified | \$182.00 Daily Rate |
| Teacher Full Day | NJ Sub Certificate with Teacher Cert. | \$161.00 Daily Rate |
| Teacher Full Day | NJ Sub Certificate with BA/BS | \$161.00 Daily Rate |

The contract amount is not to exceed \$44,000.

The term of contract will be from November 11, 2020 through June 30, 2021.

F11 Approval of Horizon Healthcare Clinical Staffing Agreement

Be it resolved, upon the recommendation of the Superintendent, the Board hereby approves the Clinical Staffing Agreement for 2019-2020 with Horizon Healthcare Staffing at the agreed upon rates on page 4, Item #4 of the proposal as approved by the Superintendent. This contract is for the provision of nurses and other clinicians needed by the district on an "as needed" basis.

The term of contract is from July 1, 2020 through June 30, 2021

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EDUCATION AGENDA

E1 Approval of District Goals for 2020-2021

Be it resolved, upon the recommendation of the Superintendent, the Board approves the District Goals for the 2020-2021 school year.

E2 Approval of Submissions for QSAC

Be it resolved, upon the recommendation of the Superintendent, the Board approves submission of the required documents for the Quality Single Accountability Continuum (QSAC) inclusive of the District Performance Review for the 2020 - 2021 school year.

E3 Approval of Submission of Statement of Assurance Regarding the Use of Paraprofessional Staff

Be it resolved, upon the recommendation of the Superintendent, the Board approves the Submission of Statement of Assurance Regarding the Use of Paraprofessional Staff to the Passaic County Office of Education for the 2020-2021 school year.

FOOD SERVICES AGENDA—None

BUILDING AND GROUNDS AGENDA--None

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POLICY SECTION

BP1 Board Policy Revision 2464 GIFTED AND TALENTED STUDENTS— Second Reading/Adoption

Be it resolved, based upon the recommendation of the Superintendent and the Strauss Esmay, the Board's Policy advisor, the Board hereby introduces for First Reading, a revision to Board Policy 2464 GIFTED AND TALENTED STUDENTS.

Narrative of Policy Revision

P.L. 2019, c. 338 was passed and is effective for the 2020-2021 school year. The new law was codified at N.J.S.A. 18A:35-34 through 18A:35-39 and outlines the requirements placed on school districts regarding their "Gifted and Talented Education Programs". Policy Guide 2464 has been updated to better align with the language in N.J.S.A. 18A:35-34 through 18A:35-39. The revisions include requirements regarding the accessibility and development of the Gifted and Talented Education Program, submission of an annual report to the New Jersey Department of Education (NJDOE), a complaint procedure for individuals who believe the district has violated N.J.S.A. 18A:35-34 through 18A:35-39, and notice requirements for the district's policy on "Gifted and Talented Education Programs". The Program is mandated and the Policy must be adopted by the Board.

BP2 Approval of HIB Determination

Be it resolved, upon the recommendation of the Superintendent, the Board approves the determination In HIB cases 2020-21: case# 220058.

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.

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13. 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.

14. New Business Section

15. Closing Remarks/Announcements

16. Adjournment

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Gifted and Talented Students
Sept 20
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2464 GIFTED AND TALENTED STUDENTS

The Board of Education recognizes its responsibility to identify gifted and talented students within the school district and to provide these students with appropriate instructional adaptations and services. To that end, the Board directs each such student in the school district be identified and offered an appropriate educational program and services.

For purposes of this Policy, “gifted and talented students” means students who possess or demonstrate high levels of ability in one or more content areas when compared to their chronological peers in the district and who require modification of their educational program if they are to achieve in accordance with their capabilities.

For the purpose of this Policy, “instructional adaptation” means an adjustment or modification to instruction enabling a student who is gifted and talented to participate in, benefit from, and demonstrate knowledge and application of the New Jersey Student Learning Standards in one or more content areas at the instructional level of the student, not just the student’s grade level.

The Superintendent of Schools or designee shall ensure that the appropriate instructional adaptations are designed for students who are gifted and talented.

~~The Superintendent will develop appropriate curricular and instructional modifications used for gifted and talented students indicating content, process, products, and learning environments.~~

The Superintendent or designee will develop procedures for an ongoing Kindergarten through grade twelve identification process for gifted and talented students that includes multiple measures in order to identify student strengths in intellectual ability, creativity, or a specific academic area. The district shall ensure equal access to a continuum of gifted and talented education services. The identification process shall include consideration of all students, including those who are English language learners and those with Individualized Education Plans or 504 Plans.

PROGRAM

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Gifted and Talented Students

~~Multiple measures may include, but are not limited to: achievement test scores; grades; student performance or products; intelligence testing; parent, student, and/or teacher recommendation; and other appropriate measures. The identification methodology will be developmentally appropriate, non-discriminatory, and related to the programs and services offered by the district. The identification procedures will be reviewed annually.~~

The Superintendent or designee will develop and document appropriate curricular and instructional modifications used for gifted and talented students indicating content, process, products, and learning environments, and including, but not limited to, additional education activities such as academic competitions, guest speakers, and lessons with a specialist.

~~The Superintendent or designee will take into consideration the Pre-Kindergarten through Grade Twelve Gifted Programming Standards of the National Association for Gifted Children, Position Statements, and White Papers of the National Association for Gifted Children in identifying and serving gifted and talented students in developing programs for gifted and talented students. The educational program offered to gifted and talented students will encourage and challenge them in the specific areas of their abilities, but will not replace the basic instructional program of the various grades of this district. The program offered to gifted and talented students may include, but are not limited to: pull-out programs; classroom-differentiated instruction; acceleration; flexible pacing; compacted curricula; distance learning; advanced classes; or individual programs infused into the student's regular instructional program, provided that a written description of the infusion has been prepared and filed in the student's record.~~

The district will provide the time and resources to develop, review, and enhance instructional tools with modifications for helping gifted and talented students acquire and demonstrate mastery of the required knowledge and skills specified by the standards at the instructional level of the student.

The district will actively assist and support professional development for teachers, educational services staff, and school leaders in the area of gifted and talented instruction.

PROGRAM

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Gifted and Talented Students

The district shall file with the New Jersey Department of Education Coordinator for Gifted and Talented Services a report by October 1, 2020 and thereafter on a schedule that coincides with the school district's New Jersey Quality Single Accountability Continuum (QSAC) review pursuant to N.J.S.A. 18A:7A-11. The report shall include, but not be limited to, the gifted and talented continuum of services, policies, and procedures implemented in the school district; the total number of students receiving gifted and talented services in each grade level Kindergarten through grade twelve disaggregated by race, gender, special education designation, and English language learner designation; the professional development opportunities provided for teachers, educational services staff, and school leaders about gifted and talented students, their needs, and educational development; and the number of staff employed by the school district whose job responsibilities include identification of and providing services to gifted and talented students. Programs for gifted and talented students will be periodically evaluated for their continuing efficacy and adjusted accordingly.

The parent of any student identified as gifted or talented shall be consulted regarding any program designed to address the student's particular needs.

An individual who believes the district has not complied with the provisions of N.J.S.A. 18A:35-34 et seq. may file a complaint with the Board of Education. This policy for filing a complaint shall be linked to the homepage of the Board's Internet website. The Board shall issue a decision, in writing, to affirm, reject, or modify the district's action in the matter. The individual may then file a petition of appeal of the Board's written decision to the Commissioner of Education through the Office of Controversies and Disputes in accordance with N.J.S.A. 18A:6-9 and the procedures set forth in State Board of Education regulations.

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Gifted and Talented Students

The district shall make detailed information available on its website regarding the policies and procedures used to identify students as gifted and talented and the continuum of services offered to gifted and talented students. The information shall include the criteria used for consideration for eligibility for the gifted and talented services, including the multiple measures used in the identification process to match a student's needs with services, and any applicable timelines in the identification process.

N.J.S.A. 18A:61A-2; 18A:35-4.16; **18A:35-34 through 39**

N.J.A.C. 6A:8-1.3; 6A:8-3.1(a) 5

P.L. 108-382, Sec. 10201 et seq.

Second Reading: November 10, 2020

Adopted: November 10, 2020

