

# PROSPECT PARK BOARD OF EDUCATION

## REGULAR MEETING AGENDA

Tuesday, November 9, 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, November 9, 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) 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. 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 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: \_\_\_\_\_

	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							

**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. Presentations**

**11. AGENDA ACTION ITEMS**

**FINANCE AGENDA**

**Motion to approve resolutions F1-F13:**

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

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

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**F1. Approval of District Claims—Bills List—October 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 October 2021. The total payment amount was \$1,545,125.09 including payroll.

**F2. Approval of Payroll – October 2021**

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:

October 15, 2021	\$524,299.59
October 29, 2021	\$692,426.86

**F3. Approval of District Claims—Bills List—September 2021 (Rescind)**

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 rescinds the resolution approved on October 5, 2021, to approve district claims and payments that were made during the month of September 2021.

The total payment amount was \$1,213,572.09 including payroll.

**F4. Approval of District Claims—Bills List—September 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 September 2021. The total payment amount was \$1,907,767.96 including payroll.

**F5. Approval of Monthly Transfer of Budget Funds Report—Month of October 2021**

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

**F6. Approval of Monthly Transfer of Budget Funds Report – June of 2021**

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

**F7. Secretary’s Report – Acceptance—June 2021**

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

**F8. Report of the Treasurer of School Moneys—Acceptance—June 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 June 2021.

**F9. Approval of Agreement for Transportation Services with Northern Region Educational Services Commission (NRESC)** Be it resolved, upon the recommendation of the Superintendent, the Board approves the Transportation Services Agreement with Northern Region Educational Services Commission (NRESC) 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, except where noted. The within Contract is approved by the Prospect Park Board of Education on a Month-to-Month basis.

Route #	School	Contractor	# of Students	Estimated Cost	Start Date
Q2179	Prospect Park School #1	Omar Transportation	2	\$14,790.00 + \$591.60	9/20/21 – 10/29/21
Q2182	Glenview Academy	Omar Transportation	1	\$14,500.00 + \$580.00	9/20/21 – 10/29/21

**F10. Approval of Submission of DRTRS**

Be it resolved, upon the recommendation of the Superintendent, the Board approves submission of the District Report of Transported Resident Students (DRTRS) for the 2021-2022 school year.

**F11. Approval of Submission of M-1 and Comprehensive Maintenance Plan**

Be it resolved, upon the recommendation of the Superintendent, the Board approves submission of the M-1 and Comprehensive Maintenance Plan (CMP) for the 2021-2022 school year.

**F12. Approval of 2021-2022 Nonpublic Security Spending**

Be it resolved, upon the recommendation of the Superintendent, that the Board approves the Nonpublic security budgeted expenditures for the 2021-2022 school year for the Al-Hikmah Elementary School for \$37,625.00.

**F13. Approval of 2021-2022 Nonpublic Technology Spending**

Be it resolved, upon the recommendation of the Superintendent, that the Board approves the Nonpublic technology budgeted expenditures for the 2021-2022 school year for the Al-Hikmah Elementary School of \$9,030.00.

**PERSONNEL AGENDA**

**Motion to approve resolution P1-P10:**

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

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

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**P1. Approval of Retirement**

Be it resolved, upon the recommendation of the Superintendent, the Board accepts, with regret, the retirement of Laura Colomier, Title I teacher, dated September 17, 2021, effective January 1, 2022.

**P2. Approval of Retirement**

Be it resolved, upon the recommendation of the Superintendent, the Board accepts, with

regret, the retirement of Dawn Yonadi, Elementary teacher, dated October 18, 2021, effective March 1, 2022.

**P3. Approval of Appointment of Part Time Aide**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Malik Van Tassel as a part-time aide for the 2021-2022 school year at \$13.00 per hour not to exceed 26 1/4 hours per week. This appointment is pending a satisfactory criminal background check.

**P4. Approval of Appointment of Bedside Instruction Teacher**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Staff member ID #0034 to provide bedside instruction to student ID #4283678960 effective November 1, 2021, at \$64.00 per hour.

**P5. Approval of Appointment of Bedside Instruction Teacher**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Staff member ID #0050 to provide bedside instruction to student ID #9064038600 effective November 8, 2021, at \$64.00 per hour.

**P6. Approval of Appointment of Bedside Instruction Teacher**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Staff member 2121 to provide bedside instruction to student #4381644541 effective November 8, 2021, at \$64.00 per hour.

**P7. Approval of Resignation**

Be it resolved, upon the recommendation of the Superintendent, the Board accepts, with regret, the resignation of Natasha Ishak, Classroom Aide, effective November 9, 2021.

**P8. Appointment of Intern Student from Montclair State University**

Be it resolved, upon the recommendation of the Superintendent, the Board accepts the following practicum/intern student, Roccio Coppola, from Montclair State University for the Spring 2022 semester.

**P9. Approval of Appointment of Full-Time Teacher**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Melissa Hansen, Full Time Teacher at the following salary, BA Step 1 \$53,443.00. This appointment is pending a satisfactory criminal background check.

**P10. Approval of Appointment of Part Time Aide (Rescind)**



Be it resolved, upon the recommendation of the Superintendent, the Board rescinds the resolution approved on October 5, 2021, to approve the appointment of Tahmina Hnnan as a part-time aide for the 2021-2022 school year at \$13.00 per hour not to exceed 26 1/4 hours per week.

**EDUCATION AGENDA**

**Motion to approve resolutions E1-E12:**

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

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

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**E1. 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**

223232

223531

223292

223239

**Founded**

223922

223867

**E2. Approval of Submissions for QSAC DPR**

Be it resolved, upon the recommendation of the Superintendent, the Board approves submission of the required documents for the Quality Single Accountability Continuum (QSAC) District Performance Review (DPR) for the 2021-2022 school year.

**E3. Approval of Memorandum of Agreement**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the continuation of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials (2019) Revisions) for the 2021-2022 school year for submission to the

County Office as required.

**E4. 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 Instruction for students for the 2021-2022 school year.

**E5. Approval of NJ SMART Special Education Submission**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the submission of the NJ SMART Special Education State Report to the NJDOE.

**E6. Approval of NJ SMART Staff Submission**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the submission of the NJ SMART Staff State Report to the NJDOE.

**E7. Approval of New Jersey School Performance Report submission**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the School Performance for submission to the County Office for the 2021-2022 school year.

**E8. Approval of Technology Three-Year Plan**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the submission of the three-year Technology Plan.

**E9. Approval of Emergency Virtual Remote Instruction Plan**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the Prospect Park School District's Emergency Virtual Remote Instruction Plan for the 2021-2022 school year.

**E10. Approval of McRel Teacher Evaluation Tool and Rubrics**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the continuation of the McRel Teacher Evaluation Tool and Rubrics.

**E11. Approval of Marshall's Administrator Evaluation Tool and Rubrics**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the continuation of the Marshall's Administrator Evaluation Tool and Rubrics.

**E12. Approval of Professional Development**

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

Participant	Workshop Name	Location	Course Dates	Cost of Course
Aguilar, Dawn	Technology Time Saving Practical Strategies for Increasing Effectiveness	West Orange, NJ	12/2/2021	\$279.00
Glaster, Altisha	Maintaining Compliance During COVID-19	Virtual	10/20/21	\$ 35.00
Glaster, Altisha	PIRS Seminar/ Synchronous Pyramid Modules	Virtual	Monthly until June	\$225.00
Ogden, Lia	Best Cutting-Edge Strategies for Fifth Grade	Fairfield, NJ	11/29/21	\$279.00

**BUILDING AND GROUNDS AGENDA:** There are no resolutions under the Building and Grounds section.

**POLICY SECTION**

**Motion to approve resolutions BP1-BP7:**

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

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

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**BP1. Approval of the October 5, 2021 Board of Education Minutes**

Be it resolved, the Board accepts and approves the following Board of Education meeting minutes: Regular Meeting—October 5, 2021

**BP2. Approval of Second Reading and Adoption of Policy #5111 Eligibility of Resident/Nonresident Students**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the first reading of the mandated Policy 5111: Eligibility of Resident/Nonresident Students

**BP3. Approval of Second Reading and Adoption of Policy #6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the first reading of the new mandated Policy 6115.01: Federal Awards/Funds Internal Controls – Allowability of Costs.

**BP4. Approval of Second Reading and Adoption of Policy #6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the first reading of the new mandated Policy 6115.02: Federal Awards/Funds Internal Controls – Mandatory Disclosures.

**BP5. Approval of Second Reading and Adoption of Policy #6115.03 Federal Awards/Funds Internal Controls – Conflict of Interest**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the first reading of the new mandated Policy 6115.03: Federal Awards/Funds Internal Controls – Conflict of Interest.

**BP6. Approval of Second Reading and Adoption of Policy #6311 Contracts for Goods or Services Funded by Federal Grants**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the first reading of the revised Policy 6311: Contracts for Goods and Services Funded by Federal Grants.

**BP7. Approval of Second Reading and Adoption of Policy #7432 Eye Protection**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the first reading of the revised Policy 7432: Eye Protection.

**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.

**Public Participation: Statement to the Public**

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**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							

**12. Executive Session**

**Motion to Go into Executive Session to Discuss Labor and Employment Matter:**

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

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

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**Motion to Close Executive Session to Labor and Employment Matter:**

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

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

	Nadim	Gonzalez	Colcloughly	Ensour	Lopez	Rodriguez	Valerio
Yes							
No							
Abstain							
Absent							

**13. New Business Section**

**14. Closing Remarks/Announcements**

**15. Adjournment**

*Respectfully submitted,*

\_\_\_\_\_  
Dr. Tyeshia A. Reels,  
School Business Administrator/Board Secretary

\_\_\_\_\_  
Mr. Niaz Nadim,  
Board President