

# PROSPECT PARK BOARD OF EDUCATION

## MEETING AGENDA

Thursday, January 19, 2023, at 6:00 PM

The Regular Meeting of the Prospect Park Board of Education, Prospect Park, New Jersey, has been called to convene at 6:00 p.m. on Thursday, January 19, 2023, at the Prospect Park Municipal Building at 106 Brown Avenue, Prospect Park, New Jersey 07508.

- 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 a notice of this meeting to be publicized by having the date, time, and 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, The meeting notice has been mailed to The Record and Herald News (Gannett News Service) and TAPinto Hawthorne for publication

- 2. Pledge of Allegiance**

- 3. Roll Call: Board Secretary**

BOARD MEMBERS	PRESENT	ABSENT	ABSENT W/ NOTIFICATION
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

#### **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 the principal, teacher, and parent work in unison to insure the successful progress and goal attainment of the child.

#### **5. Acknowledging and Reaffirming the 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 to 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, in a fair and respectful manner.

**7. Public Hearing: 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 addresses.

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: \_\_\_\_\_

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**Motion to Close Public Hearing:**

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

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

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**8. Communications**

**9. Reports Section**

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

**Motion to Accept All Reports**

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

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

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**10. Presentations - Start Strong Presentation**

**11. Board of Education Items**

**A. Motion to Approve Minutes**

Be it resolved, the Board approves minutes of the Board Meeting of January 5, 2023.

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

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

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**B. Adoption of Board Policies**

Be it resolved, the Board approves all existing policies, by-laws, rules, and regulations currently in force for the 2022-2023 school year.

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

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

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

## **12. Agenda/Action Items**

### **A. PERSONNEL SECTION**

#### **P1. Approval of Appointment: Mentor**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Lia Ogden, Grade 5 Teacher, as a mentor for Michael Copelton, physical education teacher for the 2022-2023 school year, at the state-mandated stipend amount of \$1,000.00. The effective date of this appointment is January 20, 2023.

#### **P2. Approval of Appointment: Mentor**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Marisol Cartagena, ESL Teacher, as a mentor for Sungdo “Kenny” Lee, ESL Teacher, for the 2022-2023 school year, at the state-mandated stipend amount of \$1,000.00. The effective date of this appointment is January 20, 2023.

#### **P3. Approval of Appointment of Executive Assistant to the Business Administrator/Board Secretary**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Fahim Abedrabbo, as Executive Assistant to the Business Administrator/Board Secretary at a salary of \$75,000. The effective date of this appointment is on or about February 20, 2023.

#### **P4. Approval of Appointment of Grade 6 Teacher**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Kara Cureski as a Grade 6 Teacher at a salary of \$71,718.00 at MA Step 13A. The effective date of this appointment is March 27, 2023.

#### **P5. Approval of Appointment of Title I Intervention Teacher**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the appointment of Natalie Valdivia as a Title I Intervention Teacher at a salary of \$54,728.00 at BA Step 3. The effective date of this appointment is January 23, 2023.

**P6. Approval of Contract—Substitute Teachers**

Be it resolved, based upon the recommendation of the Superintendent, the Board approves the December & January list from Northern Region Educational Services Commission to provide substitute teacher services for the 2023-2024 school year.

**Motion to Approve Personnel Section**

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

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

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**B. EDUCATION SECTION**

**E1. 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



Antista, Lori	Conflict Resolution – New Jersey State Bar Foundation	New Brunswick, NJ	1/25/23	\$ 0
Antista, Lori	Understanding HIB Characteristics	New Brunswick, NJ	2/22/23	\$0
Walls, Kara	What’s New in Young Adult Literature 2023	Online	2/2/23	\$279.00
Wnoroski, Michael	Understanding HIB Characteristics	New Brunswick, NJ	2/22/23	\$0

**E2. Approval of Field Trip Request (Bus)**

Be it resolved, upon the recommendation of the Superintendent, the board approves the field trip request for 7<sup>th</sup> and 8<sup>th</sup> Grade students to attend Junior Achievement (Finance Park) of New Jersey on May 31, 2023, at no admission cost to the students, with a cost for buses not to exceed \$2,500.00.

**E3. Approval of the Great Kindness Challenge**

Be it resolved, upon the recommendation of the Superintendent, the board approves the Great Kindness Challenge during the week of January 23, 2023, which include a fundraising effort with proceeds being donated to a reputable organization.

**E4. Approval of HIB Report**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the determination in the 2022-2023 HIB case #'s as submitted below:

Founded  
238889  
239220  
239272

Unfounded  
238789

239221  
239513  
239615  
240220  
240295

**Motion to Approve Education Section**

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

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

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**C. BUSINESS/FINANCE/OPERATIONS**

- Buildings and Grounds
- Food Services

**BFO1. Approval of District Claims—Bills List—December 2022**

Be it resolved, based upon the recommendation of the Superintendent and pursuant to N.J.S.A. 18A:19-4.1, the Board of Education approves district claims and payments that were made during the month of December 2022. The total payment amount is \$1,799,732.40 including payroll.

**BFO2. Approval of Payroll – December 2022**

Be it resolved, based upon the recommendation of the Superintendent 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:

December 15, 2022	\$370,315.82
December 23, 2022	\$398,879.58

**BFO3. Approval of Contract—Mclan Enterprises, LLC**

WHEREAS the Board of Education adopted a resolution on December 22, 2022, to have Dr. Simmons to provide Business Office transitions services and support and

WHEREAS this resolution revises the December 22, 2022 board approval, now therefore

Be It Resolved by the recommendation of the Superintendent, that the Board of Education approves a contract with Mclan Enterprises, LLC of Somerset, New Jersey 08873 to provide Business Office transition services and support, to the Passaic County Vocational School District team for the month of January 2023 at a cost of \$95.00 per hour not to exceed \$12,000.00. The support will be provided by Dr. Melissa Simmons of Mclan Enterprises, LLC

**BFO4. Resolution Approving Professional Services Contract with Murphy Orlando, LLC**

Be It Resolved by the recommendation of the Superintendent, that the Board of Education approves a contract with Murphy Orlando, LLC of Jersey City, New Jersey 07302 to provide legal services to the District pertaining to personnel matters as per the proposal received.

**FEE SCHEDULE**

Partners	\$250.00 per hour
Counsel and Associates	\$150.00 per hour
Paralegal/law clerks	\$90.00 per hour

The total cost of this contract is not to exceed \$17,500.00.

The term of the contract will be from January 20, 2023, through June 30, 2023, pending the receipt of procurement documents.

**BFO5. Designation of Custodian of Public Records**

Be it resolved, upon the recommendation of the Superintendent, the Board of Education designates Richard Giglio, School Business Administrator, as the Custodian of Public Records for the Board. Mr. Giglio will perform all duties in accordance with the Open Public Records Act with the full knowledge of each request sent to the Office of the Superintendent. In the absence or unavailability, the Board appoints Christine Kahwaty as the alternate Custodian of Records.

The School Board Attorney will advise the Custodian of Records of the Commission as to what is considered to be a “public record” pursuant to Open Public Record Act requests (OPRA) as it pertains to all requests.

Pursuant to the New Jersey Open Public Records Act (OPRA), N.J.S.A. 47:1A-1 et seq., the Board further informs the general public that public records may be reviewed in accordance with the OPRA rules and procedures. All requests to view public records must be made in writing on the official Open Public Record Act form as provided by the Board of Education—or on a written request that mentions OPRA. Copies of public records are subject to copying fees set by the New Jersey State Law. The effective date of this resolution is from January 20, 2023, through June 30, 2023.

**BFO6. Resolution Designating Public Agency Compliance Officer**

Be it resolved, upon recommendation of the Superintendent, and in accordance with N.J.A.C. 17:27-3-2, the Board designates Richard Giglio, School Business Administrator, as the Public Agency Compliance Officer for the district. In the absence or unavailability, the Board appoints Christine Kahwaty as the alternate Public Agency Compliance Officer.

The Public Agency Compliance Officer is the liaison between the Board of Education and the

State of New Jersey  
Division of Contract Compliance  
Equal Employment Opportunity in Public Contracts

The Public Agency Compliance Officer is responsible for administering contract procedures pertaining to equal employment opportunity regarding the Board of

Education and contractors/vendors. The effective date of this resolution is January 20, 2023, through June 30, 2023.

**BFO7. Approval of a Facilities Request from the Borough**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the facilities request for the use of the school gymnasium, restrooms, and parking lot for the NJ Bengali Badminton Club Badminton Tournament, Saturday, February 4, 2023, from 10:00 a.m. to 6:00 p.m.

**BFO8. Approval of a Facilities Request from the Borough**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the facilities request for the use of the school gymnasium, restrooms, and parking lot for the Prospect Park Black History Month celebration, Saturday, February 25, 2023, from 9:00 a.m. to 4:00 p.m.

**BFO9. Approval of the Submission to the New Jersey Department of Education of the National School Lunch Program Equipment Assistance Grant Application**

Be it resolved, upon the recommendation of the Superintendent, the Board approves the 2022-2023 submission of the application for the National School Lunch Program Equipment Assistance Grant Application.

**Motion to Approve Business/Finance/Operations Section**

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

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

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**13. Public Hearing: 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 addresses.

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

**Motion to Open Public Hearing:**

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

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

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**Motion to Close Public Hearing:**

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

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

BOARD MEMBERS	YES	NO	ABSTAIN
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**14. New Business Section**

**15. Closing Remarks/Announcements**

**16. Adjournment**

**Motion to Adjourn the Meeting**

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

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

<b>BOARD MEMBERS</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Mrs. Ensour			
Ms. Gonzalez			
Mr. Lopez			
Mr. Nadim			
Ms. Valerio			
Vice-president Colcloughly			
President Rodriguez			

**President: Ariosto Rodriguez**

**Vice President: Delshawn Colcloughly**

**Board of Education Committee List—Calendar Year 2023**

**Building and Grounds Committee**

*Niaz Nadim – Chairperson*

Ariosto Rodriguez

Euyenibert Lopez

**Education Committee**

*Delshawn Colcloughly – Chairperson*

Niaz Nadim

Ariosto Rodriguez

**Finance Committee**

*Ariosto Rodriguez – Chairperson*

Delshawn Colcloughly

Dhariany Valerio

**Negotiations and Personnel**

*Ariosto Rodriguez – Chairperson*

Daysi Gonzalez

Delshawn Colcloughly

**Policy Committee**

*Dhariany Valerio – Chairperson*

Ariosto Rodriguez

Euyenibert Lopez

**Advisory Committee**

*Euyenibert Lopez – Chairperson*

Dhariany Valerio

Arwa Ensour

**Public Relations Committee**

*Daysi Gonzalez – Chairperson*

Arwa Ensour

Ariosto Rodriguez

**Food Services Committee**

*Arwa Ensour – Chairperson*

Euyenibert Lopez

Daysi Gonzalez