

# PROSPECT PARK BOARD OF EDUCATION

## REGULAR MEETING AGENDA

Tuesday, September 8, 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, September 8, 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
<b>President</b> Daysi Gonzalez			
<b>Vice-President</b> Mohammed Hussain			
Ms. Ashley Alba			
Mr. Frank Caraccio			
Mr. Euyenibert Lopez			
Mr. Niaz Nadim			
Mr. Esllam Zakaria			

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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.
- 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.

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**Code of Ethics--Continued**

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.

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**7. 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.

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:**

Any correspondence to the Board received during the month is on the attached list and has been distributed. None.

**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—Regular Meeting August 20, 2020

### 11. Presentations

At this time through the offices of the Board President and Superintendent of Schools the following presentations will be made. None.

### 12. AGENDA ACTION ITEMS

#### PERSONNEL AGENDA

#### P1 Appointment of Personnel—Leave of Absence Replacements

Be it resolved, upon the recommendation of the Superintendent, the Board approves the following appointments as Leave of Absence replacements

Katina Dumicic

Step 1 BA \$52,463—pro-rated

Leave Replacement through December 22 for Geralyn Korin

Kelley Rowe

\$200.00 per day no benefits

Family Leave replacement for Giovanna Aliano

#### P2 Appointment of Mentors

Be it resolved, based upon the recommendation of the Superintendent, the Board approves the appointment of the following mentors:

#### Mentor

Laura Colomier

Michele Pellegrino

Ann Marie Kalajian

Leslie Schwartz

Kelly Vanden Heuvel

#### Mentee

Shannon Stewart

Jessica Gomez

Karalyn Ford

Lauren Carrero

Cindy Fernandes

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### **P3 Approval of Stipends—Administrative and Extra-curricular**

Be it resolved, based upon the recommendation of the Superintendent, the Board approves the following annual stipends for the 2020-2021 school year.

<b>Activity</b>	<b>Employee</b>	<b>Annual Stipend</b>
Affirmative Action	Noreen Brushi	\$1,275.00
Science Coordinator	Kathryn Barta	\$1,330.00
Student Council	Kathryn Barta	\$3,505.00

### **P4 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.

### **P5. 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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### **P6 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.

### **P7. 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.

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### FINANCE AGENDA

#### **F1 Approval of Contract—English and Language Arts (ELA) Professional Development/Coaching—RFP #01-21**

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

Hope Literacy  
437 Delaware Road  
Blairstown, New Jersey 07825

Hope Literacy will provide to the Prospect Park Board of Education Professional Development/Coaching services in accordance with the terms and conditions of the district's Request for Proposal RFP #01-21. The contract per diem rate is \$725.00. The contract amount is estimated not to exceed \$44,000. The term of contract will be from September 1, 2020 through June 30, 2021.

Evaluation of proposals received are as follows:

#### **Hope Literacy**

Tech Specs	40 points
Management Specs	23 points
Cost Criteria	35 points
Total Score	98 points

#### **Inspired Instruction, LLC--Washington, New Jersey**

Tech Specs	40 points
Management Specs	23 points
Cost Criteria	12.7 points
Total Score	75.7 points

#### **Teacher to Teacher—East Brunswick, New Jersey**

Tech Specs	35 points
Management Specs	23 points
Cost Criteria	19.5 points
Total Score	77.5 points



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### **F2 Approval to Enter into Contract for One to One Nursing Services**

Be it resolved, based upon the recommendation of the Superintendent, the Board of Education hereby awards a contract to

Preferred Home Health Care and Nursing Services  
45 Main Street  
Eatontown, New Jersey 07724

Preferred Home Health Care and Nursing Services will provide One to One nursing services to an identified medically fragile student of Prospect Park. This contract is in compliance with N.J.S.A. 18A:40-3.3, which permits a parent to request a specific nurse to provide nursing services to their child if the cost remains neutral to the school district.

Preferred Home Health Care and Nursing Services will provide the One to One nursing services at a rate of \$62.00 per hour not to exceed \$66,960.00.

The term of contract shall be from July 1, 2020 through June 30, 2021.

### **F3 Extension of Interlocal Services Agreement with Northern Region Educational Services Commission**

Be it resolved, based upon the recommendation of the Superintendent, the Board of Education hereby approves the extension of the Interlocal Services Agreement with the Northern Region Educational Services Commission (NRESC) to provide Business Administrator and Business Office Support Services to the district.

The contract will be extended at the same terms and conditions of the original contract, on an “as needed” basis, through October 31, 2020.

### **F4 Adoption of 2020-2021--Purchasing Manual**

Be it resolved, based upon the recommendation of the Superintendent, the Board of Education hereby adopts the district’s Purchasing Manual for the 2020-2021 school year. The manual outlines the proper purchasing practices that are to be followed by all Board of Education employees to be in compliance with the New Jersey State Law, New Jersey Administrative Code and Board of Education Policy.

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### EDUCATION AGENDA

#### **E1 Approval of Curriculum Materials**

Be it resolved, upon the recommendation of the Superintendent, the Board approves all curriculum materials including textbooks and online resources.

#### **E2 Approval of Alternate Board of Director Members for Northern Region Educational Services Commission**

Be it resolved, upon the recommendation of the Superintendent, the Board designates Mrs. Catherine D'Arrigo and Mrs. Kerri Waibel as the Alternate Board of Director Members for the Northern Region Educational Services Commission (NRESC).

#### **E3 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.

#### **E4 Approval of Submission for Comprehensive Equity Plan SOA**

Be it resolved, upon the recommendation of the Superintendent, the Board approves submission of the Comprehensive Equity Plan Statement of Assurance (SOA) for the 2020 2021 school year.

#### **E5 Approval of Tuition Contract— Pompton Lakes Board of Education**

Be it resolved, upon the recommendation of the Superintendent, the Board of Education approves a tuition contract agreement for the 2020-2021 school year with the

**Pompton Lakes Board of Education**  
Pompton Lakes, New Jersey 07442

<b>Student ID #</b>	<b>Contract Amount</b>	
SID #4900309437	Tuition	\$59,827.00
	ABAT	\$41,133.00
SID #3891295994	Tuition	\$59,827.00
	ABAT	\$41,133.00

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**E6 Approval of Tuition Contract— Wayne Township Board of Education**

Be it resolved, upon the recommendation of the Superintendent, the Board of Education approves a tuition contract agreement for the previous 2019-2020 school year with

**Wayne Township Board of Education**  
Wayne, New Jersey 07470

<b>Student ID #</b>	<b>Contract Amount</b>	
SID #3541768110	Tuition	\$15,644.85
	OT	\$ 542.06
	Speech	\$ 859.51
	Paraprofessional	\$18,591.35
	<b>Total</b>	<b>\$35,637.77</b>

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**FOOD SERVICES AGENDA—None**

**BUILDING AND GROUNDS AGENDA**

### **BG1 Permission to Use Playground and Parking Lot**

Be it resolved, based upon the recommendation of the Superintendent, the Board grants approval to the Borough of Prospect Park to use the Prospect Park Public School Playground and Parking Lot on Monday, September 21, 2020 from 9:00 a.m. through 3:00 p.m. Restrooms will also be needed during the day.

### **POLICY SECTION**

#### **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.

#### **13. Public Participation: Statement to the Public**

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

#### **14. New Business Section**

#### **15. Closing Remarks/Announcements**

#### **16. Adjournment**