

**East Newark Board of Education, 501 North 3<sup>rd</sup> St., East Newark, N. J. 07029**

The *Special Public Meeting* of the East Newark Board of Education will be held on July 17, 2018 at 3:10 pm in the School Library.

**MINUTES**

**I. Sunshine Statement/Call to Order/Flag Salute –**

In accordance with the Open Public Meetings Act, *N.J.S.A. 10:4-6 et seq.*, adequate notification of this meeting has been provided by advertising in the Jersey Journal and posted at the Borough Clerk’s Office.

<b>BOARD MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mrs. Smith (Marlene)	X	
Ms. Lopez (Johanna)	X	
Ms. Diaz (Jessica)	X	
Ms. Culquilmboz (Angela)		X
Mr. Balsam Jr. (Mark)		X

**II. Public Comment**

There was no Public Comment

**III. Executive Session (as needed)**

Executive Meeting was read by Robert T. Clark, Board Secretary.

Be It Resolved, that the Board of Trustees of M.E.T.S. Charter School hereby adjourns to Executive Session in compliance with the Open Public Meetings Act, *N.J.S.A. 10:4-6 et seq.*, for the reason(s) identified below. The minutes of the discussion during Executive Session will be available to the public when such minutes have been approved by the Board of Trustees pursuant to *N.J.S.A. 47:1A-1.1 and the need for confidentiality no longer exists.*

- a. Matters rendered confidential by Federal Law, State Law, or Court Rule
- b. Individual privacy
- X c. Collective bargaining agreements
- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. Personnel – employment matters affecting a specific prospective or current employers

Ms. Lopez made a motion to enter into Executive Session at 3:12 pm for the purpose of collective bargaining agreements and the motion was seconded by Ms. Diaz. Motion carried in a unanimous voice vote.

Ms. Lopez made a motion to adjourn Executive Session at 6:10 pm and the motion was seconded by Ms. Diaz. Motion carried in a unanimous voice vote.

**IV. Superintendent’s Report**

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There was no Superintendent's Report

**V. Resolutions (consent agenda)**

There were no resolutions for action

**VI. Old Business**

There was no Old Business

**VII. New Business**

There was no New Business

**VIII. Public Comment/Questions**

There was no Public Comment/Questions

**IX. Board Comments**

There were no Board Comments

**X. Adjournment**

Ms. Smith made a motion to adjourn at 6:12 and the motion was seconded by Ms. Lopez. Motion carried in a unanimous voice vote.

**Regards**

**Robert T. Clark  
Business Administrator/  
Board Secretary**

**East Newark Board of Education, 501 North 3<sup>rd</sup> St., East Newark, N. J. 07029**

The **Special Public Meeting** of the East Newark Board of Education will be held on July 23, 2018 at 6:15 pm in the School Library.

**MINUTES**

**I. Sunshine Statement/Call to Order/Flag Salute –**

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., adequate notification of this meeting has been provided by advertising in the Jersey Journal and posted at the Borough Clerk’s Office.

<b>BOARD MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mrs. Smith (Marlene)	X	
Ms. Lopez (Johanna)	X	
Ms. Diaz (Jessica)	X	
Ms. Culquilmboz (Angela)		X
Mr. Balsam Jr. (Mark)		X

**II. Public Comment**

There was no Public Comment

**III. Executive Session (as needed)**

There was no Executive Session

**IV. Superintendent’s Report**

- Of the 102 students enrolled in summer school, 86 have been attending on a regular basis. After regular and consistent visits to classrooms, I have observed teachers providing instruction while students are engaged and well behaved.
- To ensure quality instruction that is linked to the New Jersey Student Learning Standards, I am asking the board to approve *i-Ready* as a diagnostic and instructional tool for teachers. Whether the instruction is provided during the school day, the summer or after school, *i-Ready* will identify specific standards that challenge our students. By tailoring instruction, our students are more likely to learn and successfully demonstrate their knowledge on the PARCC.
- I am a firm believer that “technology does not teach.” However, technology can be an important tool for instruction and our students deserve to have access to technology that will enhance their learning. For this reason, I am asking the board to approve the purchase of four new state of the art smart boards. I am certain that the teaching and learning experiences will be enhanced with these new smart boards.
- When teachers return to the district on September 4<sup>th</sup> and 5<sup>th</sup> for their orientation, we will focus on two major themes: Intervention and Referral Services (I&RS) and data informed instruction (*i-Ready*). Both are essential to student academic achievement. Data informed instruction and *i-Ready* will be the focus of our professional development on September 4. Professional development regarding I&RS, which refers to the

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application of specific interventions for struggling students before referring the student to special services for an evaluation, will be offered September 5<sup>th</sup>. I&RS is state mandated and to be effective, it must be understood and properly applied. Ms. Connie Green, an expert in I&RS who is well known throughout the State of New Jersey, has agreed to provide our staff with the I&RS professional development.

- The district website ought a reliable means for the community to receive school information. Presently, it needs to be rebuilt and updated with the latest school information, including a parent portal to Power school. I would like to see this accomplished before September 2018.
- Next month I will be asking the board to approve district goals. These goals represent our vision for what we expect to accomplish for the 2018 -2019 school year. They are also the framework for the superintendent evaluation which all boards are required to complete.
- Finally, it's great to be back in East Newark! Thank you for the opportunity to serve our wonderful students and work with these dedicated teachers.

**V. Resolutions (consent agenda)**

- |                 |   |
|-----------------|---|
| <b>7-187-18</b> | Approval of Minutes   |
| <b>7-188-18</b> | Approve Bills' and Claims June, 2018  |
| <b>7-189-18</b> | Approve Bills' and Claims July, 2018  |
| <b>7-190-18</b> | Approve Maschio's Food Service Invoice  |
| <b>7-191-18</b> | Approve submittal of Elementary Secondary Educational Act (EASA) FY 19 Grant Application                        |
| <b>7-192-18</b> | Approve submittal of Individual with Disabilities Educational Disabilities Act (IDEA) FY 19 Grant Application   |
| <b>7-193-18</b> | Approve acceptance of Individuals with Disabilities Educational Disabilities Act (IDEA) FY 19 Grant Application |
| <b>7-194-18</b> | Approve Summer School Staff for Title I   |
| <b>7-195-18</b> | Approve Robert T. Clark, Business Administrator/Board Secretary as Qualified Purchasing Agent                   |
| <b>7-196-18</b> | Approve Dental renewal rates from September 1, 2018 through August 31, 2019                                     |
| <b>7-197-18</b> | Approve cancellation of contract with T-Mobile effective July 16, 2018  |
| <b>7-198-18</b> | Approve the renewal of food service contract with Maschio's Food Service, Inc. for 2018-19                      |
| <b>7-199-18</b> | Approve of Policy and Regulations   |
| <b>7-200-18</b> | Approve job description for Supervisor of Curriculum & Instruction  |
| <b>7-201-18</b> | Approve contract for Elizabeth Maize for 2018-19  |
| <b>7-202-18</b> | Approve purchase of 4 SMART Boards  |
| <b>7-203-18</b> | Accepts resignation of Sarita Lliteras, Confidential Secretary  |
| <b>7-204-18</b> | Accepts resignation of Vicky Chaulk, Teacher  |
| <b>7-205-18</b> | Approve appointment of Karen Rivadeneira, Confidential Secretary  |
| <b>7-206-18</b> | Approve contract for Karen Rivadeneira, Confidential Secretary  |
| <b>7-207-18</b> | Approve professional development provide by Connie Green in the amount of \$1,600                               |
| <b>7-208-18</b> | Approve the adaptation of "i-Ready"   |
| <b>7-209-18</b> | Approve contract with School Based Youth Therapy Services   |
| <b>7-210-18</b> | Approve professional development  |
- 7-187-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves the minutes if the Regular Meeting held on June 27, 2016, as submitted.

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**7-188-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the School Business Administrator and Board Secretary, approves the payment of Bills and Claims, dated June 29, 2018 in the amount of \$51,393.90.

**7-189-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the School Business Administrator and Board Secretary, approves the payment of Bills and Claims, dated July 23, in the amount of \$83,211.49.

**7-190-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the School Business Administrator and Board Secretary, approves the following Enterprise Fund 50 Account Expenditures:

<u>Invoice #</u>	<u>Vendor</u>	<u>Amount</u>
IN0063122	Mascio's Food Service, Inc.	\$ 13,885.09
IN0065289	Mascio's Food Service, Inc.	\$ 10,943.80
IN0064855	Mascio's Food Service, Inc.	<u>\$ 877.25</u>
Total		\$ 25,706.14

**7-191-18** Be it Resolved, that the East Newark Board of Education, approve the submittal of the ESEA FY 19 Grant Application from July 1, 2018 through June 30, 2019 as follows:

Title IA	\$ 262,851
Title IIA	<u>\$ 20,256</u>
Total	\$ 283,107

**7-192-18** Be it Resolved, that the East Newark Board of Education, approve the submittal of the IDEA FY 19 Grant Application from July 1, 2018 through June 30, 2019 as follows:

IDEA Basic	\$ 66,660
IDEA Preschool	<u>\$ 2,756</u>
Total	\$ 69,416

**7-193-18** Be it Resolved, that the East Newark Board of Education, approve the acceptance of the IDEA FY 19 Grant Application from July 1, 2018 through June 30, 2019 as follows:

IDEA Basic	\$ 66,660
IDEA Preschool	<u>\$ 2,756</u>
Total	\$ 69,416

**7-194-18** Be it Resolved, that the East Newark Board of Education, approve the final 2018 Summer School staff list, upon the recommendation of the Superintendent of Schools:

Summer Coordinator	:	Nicole Costeira
Pre-Kindergarten Teacher	:	Vanessa Jablonsky
Self Contained Grade 1-3	:	Matthew Giorgio
Kindergarten Teacher	:	Wendy Busanich
Grade 1 Teacher	:	Stephany Fardin
Grade 2 Teacher	:	Jennifer Perkins
Grade 3 Teacher	:	Jeanine Rugani
Grade 4 Teacher	:	Joyce Machcinski

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Grade 5 Teacher : Odemaris Herskovitzi  
Grade 6 Teacher : Derris Heffernan  
Grade 7 Teacher : Diana Bras  
Grade 8 Teacher : Isabella Luniewski

**Classroom Aides:**

Pre –K : Karen Haley  
Special Education Support Aide : Sofia Medina (Self-Contained grades 1-3)  
Kindergarten : Tara Villanueva  
One to one aide (as per IEP) : Aniyah Owens  
Substitute Teacher : Sonia Levan

All staff salaries will be charged to Elementary Secondary Education Act (EASA) Title I FY 19 Grant to Account # 20-231-100-101-00-000 with Teachers receiving \$40.69 per hour and Aides \$13.50 per hour.

**7-195-18 Be it Resolved,** that the East Newark Board of Education, upon recommendation of the Superintendent approve Robert T. Clark, Business Administrator/Board Secretary setting the bid threshold at \$40,000 and quote threshold at \$6,000.

**7-196-18 Be it Resolved,** that the East Newark Board of Education, upon recommendation of the Superintendent approve the renewal with Delta Dental as from September 1, 21018 through August 31, 2019 as follows:

**7-197-18 Be it Resolved,** that the East Newark Board of Education, upon recommendation of the Superintendent approve the cancellation of a contract with T-Mobile effective July 1, 2018 upon the discretion of the Superintendent and Business Administrator/Board Secretary.

**7-198-18 Be it Resolved,** that the East Newark Board of Education, upon recommendation of the Superintendent approves the renewal of the Food Service Management Company year contract with Maschio's Food Services for the 2018-2019 school year:

The School Food Authority shall pay Maschio's an annual management fee in the amount of \$7,381.00. The management fee shall be payable in monthly installments of \$738.10 per month commencing on September 1, 2018 and ending on June 30, 2019.

**2) GUARANTEE NO COST/BREAKEVEN**

Maschio's guarantees a no cost or breakeven food service operation, including the management fee. In the event that program costs exceed total revenues (from all sources), Maschio's shall be responsible for any losses (shortfalls) incurred.

**7-199-18 Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges the following policies (attachment):

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Policy / Regulation	Title	Mandated/ Recommended / Suggested (revised/ new)	Synopsis
P&R 1550	Equal Employment / Anti-Discrimination	M-revised	Regulations address conflicted reporting
P 2431	Athletic Competition	M-revised	Opioid use/misuse fact sheet, and cardiac arrest pamphlet
R 2431.2	Medical Exam Prior to Participation	M –revised	Cheerleaders now student athletes
P& R 5350	Suicide Prevention	M – revised	Report student suicides or attempts to DCF.
P 5533	Student Smoking	M –revised	Smoking includes electronic smoking devices.
P5535	Passive Breadth Alcohol Sensor	S - revised	Updated regarding PBASD application
P&R 5561	Use of Physical restraints and seclusion	M- revised	New definitions
P 8462	Reporting potentially missing or abused children	M – revised	Only reporting requirement is to DCF
P 8561	Procurement school nutrition program	New	Complies with USDOA regulations

**7-200-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves the job description for the position of *Supervisor of Curriculum & Instruction* (attachment).

**7-201-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves the contract for Elizabeth Maize, Supervisor of Curriculum for the 2018-2019 school year (attachment).

**7-202-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves the purchase of four additional Smart-boards and 20 service hours as per the attached quote.

**7-203-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, accepts the resignation of Sarita Lliteras (attachment).

**7-204-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, accepts the resignation of Vicky Chalk (attachment).

**7-205-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of Karen Rivadeneira, as Confidential School Secretary.

**7-206-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves the contract for Karen Rivadeneira, Confidential School Secretary (attachment).

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**7-207-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves the I&RS professional development provided by Connie Green for East Newark teachers on September 5, 2018 at a rate of \$1,600.

**7-208-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves the adaptation of the "i-Ready" for academic diagnostic and instructional monitoring with professional (attachment).

**7-209-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves a contract with School Based Therapy Services for Speech Language Services from July 1, 2018 through July 31, 2018 at a rate of \$46 per hour for 30 minute session.

**7-210-18** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Superintendent of Schools, approves the attendance of Diana Bras and Isabella Luniewski at the *Google for Education Summit* on July 25 & 26, 2018 at Parsippany Hills High School, Parsippany New Jersey at cost of \$349 per teacher for a total cost of \$698.

Fund Source: Title IIA Account #20-270-200-300-00-000

<b>Consent Agenda: Resolutions 7-187-18 thru 7-210-18</b>				
<b>Motion: Ms. Lopez</b>	<b>Second: Ms. Smith</b>			
Mrs. Smith (Marlene)	x			
Ms. Lopez (Johanna)	x			
Ms. Diaz (Jessica)	x			
Ms. Culquilmboz (Angela)			x	
Mr. Balsam Jr. (Mark)			x	

**VI. Old Business**

There was no Old Business

**VII. New Business**

There was no New Business

**VIII. Public Comment/Questions**

There was no Public Comment/Questions

**IX. Board Comments**

There were no Board Comments

**X. Adjournment**



***East Newark Board of Education, 501 North 3<sup>rd</sup> St., East Newark, N. J. 07029***

Ms. Smith made a motion to adjourn at 6:22 and the motion was seconded by Ms. Diaz. Motion carried in a unanimous voice vote.

**Regards**

**Robert T. Clark  
Business Administrator/  
Board Secretary**