

East Newark Board of Education, 501 North 3rd St., East Newark, N. J. 07029

The **Regular Public Meeting** of the East Newark Board of Education held on February 25, 2019 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.

| BOARD MEMBER | PRESENT | ABSENT |
|-------------------------|----------------|---------------|
| Mrs. Smith (Marlene) | X | |
| *Ms. Lopez (Johanna) | X | |
| Ms. Diaz (Jessica) | | X |
| Ms. Culquimboz (Angela) | | X |
| Mr. Balsam Jr. (Mark) | X | |

*Ms. Lopez telephoned into the meeting due to illness.

II. Executive Session

There was no Executive Session

III. Public Comment

There was no Public Comment

IV. Superintendent’s Report

Mike Mc Guire, Samuel Klein and Company, reviewed the Comprehensive Annual Financial Report and the Auditor’s Management Report for year ending June 30, 2018.

Dr. Corbett reported on the following:

- A fundraiser for St. Jude Hospital was held on February 20 and raised \$100.00.
- “Spirit Week” conducted from February 11 to the 15th provided an opportunity for students to come to school casually dressed in valentine themed colors.
- The PTO sponsored a Valentine’s Day dance held on Friday, February 15. Students had a great time and the PTO was able to raise some money for graduation activities.
- HIB – Presentation: From January 29, 2019 until February 25 two incidents of HIB were substantiated. One incident involved a male student demeaning a female student regarding her physical characteristics. Another involved two male students, one instigating a fight using racial slurs.
- I-Ready- Presentation:
 - Used to benchmark student achievement, and set academic goals for each student.
 - Provides teachers with tools to address specific areas where individual students struggle.
 - Students took the baseline assessment last October. Students completed this latest assessment last week. It demonstrates progress made by students as they advance toward grade level status.
 - Math and ELA for grades K to eight. Some “take-a ways:”

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- K – Math: 75% showed “typical” growth, i.e. growth that is expected
 - 1 – Math: 79% showed “typical” growth, i.e. growth that is expected
 - 2- Math: 99% showed “typical” growth, i.e. growth that is expected
 - 3- Math: 50% showed “typical” growth, i.e. growth that is expected
 - 4- Math: 46% showed “typical” growth, i.e. growth that is expected
 - 5 – Math 72% showed “typical” growth, i.e. growth that is expected
 - 6 – Math 125% showed “typical” growth, i.e. growth that is expected
 - 7- Math 79% showed “typical” growth, i.e. growth that is expected
 - 8 – Math 103% showed “typical” growth, i.e. growth that is expected
 - K- ELA 78% showed “typical” growth, i.e. growth that is expected
 - 1- ELA 64% showed “typical” growth, i.e. growth that is expected
 - 2 – ELA 94% showed “typical” growth, i.e. growth that is expected
 - 3 – ELA 65% showed “typical” growth, i.e. growth that is expected
 - 4 – ELA 40% showed “typical” growth, i.e. growth that is expected
 - 5 – ELA 85% showed “typical” growth, i.e. growth that is expected
 - 6 – ELA 0% showed “typical” growth, i.e. growth that is expected
 - 7- ELA 65% showed “typical” growth, i.e. growth that is expected
 - 8 – ELA 62% showed “typical” growth, i.e. growth that is expected
- Summary of Violence, Vandalism, substance abuse, HIB. Period September 1, to December 31. (QSAC Operations, Indicator 6) – Presentation: Since September 1 until December 31 2019, there were no instances of violence, vandalism or substance abuse. There was 1 HIB reported.

V. HIB report by Dr. Corbett

Dr. Corbett reviewed two HIP incidents with the Board of Education.

VI. Resolutions (consent agenda)

- 02-344-19** Approval of Minutes
- 02-345-19** Approve Bills and Claims from Current Account and Cafeteria Account February 2019
- 02-346-19** Approve January 2019 payroll
- 02-347-19** Approve Special Education Tuition Contract with Washington Academy
- 02-348-19** Approve contract with E-Rate Advantage, LLC
- 02-349-19** Approve SEMI waiver
- 02-350-19** Appointment of Steven Rogut, Esq. as bond counsel for the East Newark Board of Education.
- 02-351-19** Policy updates; Acknowledgment of first reading.
- 02-352-19** Appointment of Richard R. Corbett as School Safety Specialist.
- 02-353-19** Retroactive approval for dress down to support St. Jude Hospital – February 20, 2019.
- 02-354-19** Retroactive approval for Valentine Day “Spirit Week” February 11 to 15, 2019.
- 02-355-19** Approve Kimberly DiCarlo Grade 1 maternity leave teacher.
- 02-356-19** Approval for Richard R. Corbett to attend Stronge hiring workshop, March 25, 2019.
- 02-357-19** Acceptance of the letter of resignation of Maria Aliaga.
- 02-358-19** Removal of Angela Culquimbuz, Trustee East Newark Board of Education.
- 02-359-19** Acknowledgement of the Summary of Violence, Vandalism, substance abuse, HIB. Period September 1, to December 31 (QSAC Operations, Indicator 6).
- 02-360-19** Approval for Joyce Machcinski to attend workshop regarding disruptive children.
- 02-361-19** Approval of Stephany A. Fardin maternity / FMLA.

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- 02-362-19** Accept CAFR and AMR for year ending June 30, 2018
- 02-363-19** Accept Corrective Action Plan for CAFR and AMR for year ending June 30, 2018
- 02-364-19** Approval of St. Patrick's Day dress down

02-344-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the minutes of the Regular Public Meeting held on January 28, 2019 as submitted.

02-345-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the payment of Bills and Claims, from the Current Account and Cafeteria Account dated January 29, 2019 thru February 25, 2019 in the amount of \$422,682.42.

02-346-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the payment of January 15, 2019 and January 30, 2019 payrolls as follows:

| | |
|------------------|---------------------|
| January 15, 2019 | \$ 92,996.06 |
| January 30, 2019 | <u>\$ 99,265.29</u> |
| Total | \$192,261.35 |

02-347-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves a special education contract with Washington Academy, Inc. in the amount of \$63,237.57 from July 1, 2018 through June 30, 2019.

02-348-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, that the contract with E-Rate Advantage, LLC be renewed for the FY 2019 funding year at minimum of \$3,000 or 6% of Funding Commitment Decision Letter.

02-349-19 **Be It Resolved that** the East Newark Board of Education, upon the recommendation of the Superintendent, that the following SEMI waiver be approved:

WHEREAS, NJAC 6A:23A-5.3 provides the school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid initiative (SEMI) Program for the 2019-20 school year; and

WHEREAS, the East Newark Board of Education in the County of Hudson desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students OR participation in SEMI would not provide a cost benefit to the district based on the projection of the District's available SEMI reimbursement for the 2019-20 budget year;

NOW, THEREFORE BE IT RESOLVED, that the East Newark Board of Education in the County of Hudson hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Hudson an appropriate waiver of requirements of NJAC 6A:23A-5.3 for the 2019-20 school year.

02-350-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the appointment of Steven Rogut, Esq. as bond counsel for the East Newark Board of Education.

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02-351-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, acknowledges the first reading of the following policies and regulations:

| Title | Number |
|--|--------------------|
| Health and Physical Education | P 2422 (M) |
| Educational Programing Evaluation | P 2610 (M) |
| Eligibility of Resident / Nonresident Students | P&R 5111 (M) |
| Transgender Students | P 5756 (M) |
| School District Security | P&R 7440 (M) |
| Procurement and Procedures for School Nutrition Programs | P 8561 (M) |
| Attendance | P 3212 (M) revised |

- 02-352-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves Appointment of Richard R. Corbett as School Safety Specialist.

- 02-353-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, retroactively approves the dress down to support St. Jude Hospital – February 20, 2019.

- 02-354-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, retroactively approves the Valentine Day “Spirit Week” February 11 to 15, 2019.

- 02-355-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves Kimberly DiCarlo as Grade 1 maternity leave teacher. Ms. DiCarlo will be employed as a long-term substitute from March 15, 2019 to April 4, 2019. Effective April 5, 2019 she will be placed on the salary guide, B.A. step 1.

- 02-356-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the attendance of Richard R. Corbett to attend the Stronge workshop, “Hiring the Best Teachers” on March 25, 2019 at a cost of \$295.

- 02-357-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, accepts of the letter of resignation of Maria Aliaga, paraprofessional.

- 02-358-19** **Be It Resolved**, that the East Newark Board of Education proposes the removal of Angela Culquimbuz, Trustee East Newark Board of Education.

- 02-359-19** **Be It Resolved**, that the East Newark Board of Education acknowledges the summary of the violence, vandalism, substance abuse and HIB for the period September 1 to December 31, 2018 as presented by the superintendent.

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02-360-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the attendance of Joyce Machcinski at a PESI workshop regarding oppositional, deviant and disruptive children at a cost of \$199.

02-361-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve the following:

1. The pre-birth maternity disability Leave Request of Stephany Fardin, commencing on March 22, 2019 and extending through April 22, 2019. Stephany Fardin will use twenty (20) of her accumulated sick leave days during this pre-birth disability period to continue to receive a salary during this leave period. Stephany Fardin shall continue to receive health benefits from March 22, 2019 through April 22, 2019, with employee making her appropriate Chapter 78 contributions. The employee's pre-birth disability leave shall run concurrent to her leave under the Family Medical Leave Act;

2. The post-birth disability leave of absence request for Stephany Fardin under the Family Medical Leave Act beginning on April 23, 2019 and extending through June 3, 2019. The employee shall not receive salary during this period of time, but will continue to receive health benefits, with employee making her appropriate Chapter 78 contributions; and

3. The child care family leave of absence request of Stephany Fardin under the Family Medical Leave Act and the New Jersey Family Leave Act beginning on June 4, 2019 and extending through the end of the 2018-2019 school year. The remainder of the employee's leave under the Family Medical Leave Act shall run concurrent to the employee's leave under the New Jersey Family Leave Act. The employee shall not receive salary during this period of time, but will continue to receive health benefits with employee making her appropriate Chapter 78 contributions. Stephany Fardin's anticipated return to school is September 3, 2019.

02-362-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, accepts the Comprehensive Annual Financial Report and Auditor's Management Report of Administrative Findings, Financials, Compliance and Performance for year ending June 30, 2018. The report had the following findings:

2. Financial Planning, Accounting and Reporting

Examination of Claims

That all supporting documentation be attached to the vouchers and only the amount paid be recorded in the budget.

Payroll Account and Position Control Roster

That the amounts transferred into the Net Payroll and Payroll Agency agrees with the payroll registers.

Reserve for Encumbrances and Accounts Payable

That only correct encumbrances, contracts, salaries and expenditures for state and federally funded projects, in accordance with laws and regulations be recorded in conformity with procurement requirements.

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Classification of Expenditures

That expenditures be properly classified according to the *Uniform Minimum Chart of Accounts* and recorded to the correct budgetary accounts.

Board Secretary’s Records

That all cash activity be recorded in the District’s accounting system in a timely manner.
That the District file its application for Special Extraordinary Aid every year.

Treasurer’s Records

That the Treasurer prepare the bank reconciliations timely.

6. Application for State School Aid

That all requested documentation should be available and provided upon request at the time of the audit.

02-363-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, accepts the attached Corrective Action Plan for the Comprehensive Annual Financial Report and Auditor’s Management Report of Administrative Findings, Financials, Compliance and Performance for year ending June 30, 2018.

02-364-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the PTO St. Patrick’s Day dress down on March 15, 2019.

| Consent Agenda: Resolution 02-344-19 thru 02-364-19, as ammended | | | | |
|---|---------------------------|-----|---------|--------|
| Motion: Ms. Lopez | Second: Mr. Balsam | | | |
| | Yea | Ney | Abstain | Absent |
| Mrs. Smith (Marlene) | X | | | |
| Ms. Lopez (Johanna) | X | | | |
| Ms. Diaz (Jessica) | | | | X |
| Ms. Culquilmboz (Angela) | | | | X |
| Mr. Balsam Jr. (Mark) | X | | | |

VII. Old Business

There was no Old Business

VIII. New Business

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02-365-19 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, accepts the resignation of Jessica Diaz from the Board of Education effective February 8, 2019.

| | | | | |
|--|---------------------------|-----|---------|--------|
| Agenda: 02-365-19 | | | | |
| Motion: Ms. Smith | Second: Mr. Balsam | | | |
| | Yea | Ney | Abstain | Absent |
| Mrs. Smith (Marlene) Ms. Lopez (Johanna) | X | | | |
| Ms. Diaz (Jessica) Ms. Culquilmboz (Angela) | X | | | X |
| Mr. Balsam Jr. (Mark) | X | | | |

IX. Public Comment/Questions

There was no Public Comment

X. Board Comments

There were no Board Comments

XI. Adjournment

Mrs. Smith made a motion to adjourn at 6:48 pm Motion was seconded by Mr. Balsam and carried in a unanimous voice vote.

Regards

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