

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

The **Regular Public Meeting** of the East Newark Board of Education held on April 15, 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.

<b>BOARD MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mrs. Smith (Marlene)		X
*Mr. Balsam (Mark)	X	
Ms. Fernandes (Carla)	X	
Ms. Goncalves (Brigite)	X	
Ms. Lopez (Johanna)		X

\*Mr. Balsam participated via telephone conference call

**II. Oath of Office (New Member)**

Ms. Fernandes was given the Oath of Office by the Board Secretary

**III. Executive Session**

There was no Executive Session

**IV. Public Comment**

There was no Public Comment

**V. Superintendent’s Report**

- The teachers’ professional development held on March 15 was dedicated to a deeper understanding of i-Ready and the use of google applications for education. It was a full day of learning and I am confident that it will have a positive effect on instruction.
- Our textbook committee, facilitated by Mrs. Pereira has reviewed numerous English Language Arts publications to replace our current outdated textbooks. Their review included; “*Journeys*,” “*Amplify*,” and “*Into Reading*.” The committee identified *Journeys* as the series most suited to address the needs of our district. The *Journeys Reading Program* is a systemic cohesive program that will benefit all students. This Language Arts program includes whole group and small group instruction with a strong literature base, phonics, spelling, vocabulary, grammar and writing. Technology is fully integrated into this program and

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includes a home access component. This program provides instruction for fiction and informational text that goes along with the New Jersey Student Learning Standards.

- Parents were invited to meet with me and some of our staff on April 2 to discuss their student’s academic achievement as measured by i-Ready and services offered by our Child Study Team. Although the turnout was less than expected, those parents who did participate left with a clearer understanding of their child’s academic status, student code of conduct and the role of the Child Study Team.
- The PARCC assessment began on April 9 and continues until May 2. I am hopeful and confident that the hard work of our students and teachers will bear fruit.
- Parent / Teacher Conferences were held on April 11 and 12. Thankfully, attendance was good. Although these conferences are a bi-annual tradition, parents should know that our door is always open and they are encouraged to make an appointment with their child’s teacher if they have any concerns or questions.
- In order to schedule the grade 8 graduation closer to the last day of school, it was necessary to change the venue. We will hold graduation at the East Newark Recreational Center, June 20<sup>th</sup> at 7:00 p.m. I have reserved a stage and chairs for the event. I understand that the recreational center can accommodate 185 people so there will be sufficient space for our graduates, their family and our staff.
- Our physical education teacher, Mr. Michael Carvalho has been certified as a trainer for “handle with care.” Since some of our students with disabilities may need to be restrained for their own protection or for the protection of others, it is important that our faculty and staff who work with these individuals understand how to safely restrain a student when necessary. Mr. Carvalho began the training of April 12.
- Numerous building projects are being considered for the summer. Here is a brief summary:
  - The cafeteria electric that services the hot serving tables will be rewired.
  - Urinals in the boy's bathroom will be repaired and possibly replaced.
  - The cafeteria floor tile will be replaced.
  - Doors between the third floor classrooms will be replaced.
  - Select interior doors will be replaced.
  - A wall will be constructed to partition the attic stairs from attic entrance
  - The terrazzo steps for the entire rear stair well will be replaced.
  - Finally, using E-rate funding, our technology network and switches will be upgraded.
- It is important that I inform the board of our progress toward meeting district goals. The following summarizes the current status:
  - Goal 1 - Academic achievement will be demonstrated by an overall 10% increase in the percentage of students who meet or exceed expectation on the math and English language arts PARCC.
    - ✚ I-Ready: P.D. on March 15
    - ✚ Third round of testing about May 15
    - ✚ Parent meeting April 2
    - ✚ I&RS: 19 students have been referred to I&RS this year
    - ✚ CSA attended preschool expansion meeting April 3. Additional space is being considered

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- Goal 2 - By fostering mutual respect and recognizing the dignity of each member of the school community, East Newark School will maintain a safe culture, free of HIB and where students are encouraged to learn.
  - ✚ April 2 meeting with parents reviewed HIB and school discipline.
  - ✚ Working with the ENLC ~ and working towards application National School of Character application for the 2019 – 2020 S.Y.
  - ✚ ENLC facilitated student presentation / workshop on self-esteem and respect
- Goal 3 - To initiate and maintain communication that effectively includes parents and the community in the life and mission of the school/district.
  - ✚ Social media presence through Twitter and our new district website.
  - ✚ To ensure residency compliance we have adopted a new Owner/ Landlord Affidavit
  - ✚ PTO meetings this year have been somewhat inconsistent. The PTO will be invigorated with a new purpose and through the contributions of additional parents.
- Goal 4 - To foster pride in our school by ensuring that facilities are well maintained, safe and suitable for learning in the 21<sup>st</sup> Century.
  - ✚ Feasibility study regarding the exterior has been completed.
  - ✚ Our playground behind the school has a new surface.
  - ✚ As explained above, multiple projects are pending for completion this summer.
  - ✚ Depending on funds, interior painting and a marquee for the outside of the building may be an option for next year.

I have posted a complete updated version of the district goals on the website for your review.

- By now, all board members should have received notice from the New Jersey Association of School Administrators regarding my annual evaluation. Your role in the evaluation of the Chief School Administrator is one of the most important responsibilities of a board member. It takes minimal time to complete and if the board fails to do an evaluation, we will lose points on QSAC. Technical assistance is available. Mr. Clark or Ms. Rivadeneira will gladly assist you, either by phone or you can visit the school and they will walk you through this very brief but important process.

### **VI. HIB report by Dr. Corbett**

There was no HIB report<sup>4</sup>

### **VII. Resolutions (consent agenda)**

- 04-372-19** Approval of Minutes
- 04-373-19** Approve Bills and Claims from Current Account and Cafeteria Account April 2019
- 04-374-19** Approve March 2019 payroll
- 04-375-19** Approve Final 2019-20 school budget
- 04-376-19** Approve financial reports – July 2018
- 04-377-19** Approve certification of funds – July 2018
- 04-378-19** Approve of transfers – July 2018
- 04-379-19** Approve financial reports – August 2018
- 04-380-19** Approve certification of funds – August 2018
- 04-381-19** Approve financial reports – September 2018

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- 04-382-19** Approve certification of funds – September 2018
- 04-383-19** Approve cancellation of \$260,428.96 in warrants and checks
- 04-384-19** Approve cancellation of Capital Projects
- 04-385-19** Approve closure of Capital Reserve Bank Account
- 04-386-19** Approve closure of Emergency Reserve Bank Account
- 04-387-19** Approve Cooperative Pricing Agreement with Hunterdon County Educational Services Commission
- 04-388-19** Approve Resolution of Participation in a Cooperative Pricing System with Hunterdon County Educational Services Commission
- 04-389-19** Approve submittal of amended EASA FY 19 grant application
- 04-390-19** Accept \$3,000 donation from Robert Half Company
- 04-391-19** Approve cancellation of warrants and check #1194
- 04-392-19** Approve update to Long Range Facilities Plan
- 04-393-19** Retroactively approve March 14 dress down
- 04-394-19** Approve Comprehensive Equity Plan 2019 – 2022
- 04-395-19** Retroactively approve bake sale April 11 & April 12
- 04-396-19** Approve “Jump-A-thon” May 17 to benefit the American Heart Association
- 04-397-19** Acknowledge first reading of Policy 2418 “Section 504 of the Rehabilitation Act of 1973”
- 04-398-19** Renewal of teachers and staff
- 04-399-19** Approval of new positions
- 04-400-19** Approval of para-professional contracts
- 04-401-19** Approval of staff contracts
- 04-402-19** Approve 6<sup>th</sup> grade field trip
- 04-403-19** Approval 7<sup>th</sup> grade field trip
- 04-404-19** Retroactively approve 1<sup>st</sup> grade trip to Branch Brook Park, Newark
- 04-405-19** Approve ENLC trip to Funplex May 16
- 04-406-19** Approve purchase of English Language Arts series “Journeys” for K to grade 6

**04-372-19** **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 March 11, 2019 as submitted.

**04-373-19** **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 March 12, 2019 thru April 15, 2019 in the amount of \$523,753.09.

**04-374-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the payment of March 15, 2019 and March 29, 2019 payrolls as follows:

March 15, 2019	\$ 91,131.13
March 29, 2019	<u>\$ 92,342.59</u>
Total	\$ 183,473.72

**04-375-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves a final budget for 2019-20 School Year.

General Fund	\$ 5,456,807
Special Revenue Fund	<u>\$ 411,615</u>
Total Budget	\$ 5,868,422

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- 04-376-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the Board Secretary’s (A148) Report and Treasurer’s (A149) Report, for the month ending July 31, 2018.
- 04-377-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of July 31, 2018 no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A16.10(a).
- 04-378-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the attached budget transfers for the month of July 31, 2018.
- 04-379-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the Board Secretary’s (A148) Report and Treasurer’s (A149) Report, for the month ending August 31, 2018.
- 04-380-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of August 31, 2018 no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A16.10(a).
- 04-381-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the Board Secretary’s (A148) Report and Treasurer’s (A149) Report, for the month ending September 30, 2018.
- 04-382-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of September 30, 2018 no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A16.10(a).
- 04-383-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve the cancellation of outstanding warrants, checks and duplicate transactions from the Current Account in the amount of \$260,428.96
- 04-384-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve the cancellation of the following Capital Projects whose purpose has been completed.

<u>Project Title</u>	<u>Approval Date</u>	<u>Unexpended Appropriations June 30, 2018</u>
Roof Repairs	January 16, 2011	\$ 2,629.22
Architectural Services	July 10, 2011	448.07
Construction Services	July 10, 2011	2,654.77
Architectural Services	November 2016	24,120.50
Tile Flooring throughout Building	November 2016	<u>38,572.50</u>
Total		\$ 68,425.06

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**04-385-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve closure of the Capital Reserve Bank Account.

**04-386-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve closure of the Emergency Reserve Bank Account.

**04-387-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve the attached Cooperative Pricing Agreement with Hunterdon County Educational Services Commission.

**04-388-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve the following Resolution For Member Participation in a Cooperative Pricing System with Hunterdon County Educational Services Commission:

WHEREAS, N.J.S.A. 40A:11-11-(5) authorizes contracting units to establish Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Cooperative Pricing system for the purchase of goods and services;

WHEREAS, on April 15, 2019, the governing body of the East Newark Board of Education, County of Hudson, State of New Jersey duly considered participation in a Cooperative Pricing system for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

**TITLE**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Hunterdon County Educational Services Commission.

**AUTHORITY**

Pursuant to the provisions of *N.J.S.A. 40a:11-11(5)*, the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

**04-389-19**      **Be it Resolved**, that the East Newark Board of Education, upon recommendation of the Superintendent, approve the submittal of the Amended ESEA FY 19 Grant Application from July 1, 2018 through June 30, 2019 as follows:

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Title IA	\$ 274,921
Title IIA	\$ 22,556
Title III	\$ 10,000
Title III Immigrant	<u>\$ 1,289</u>
Total	\$ 308,766

**04-390-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, accept a donation of \$3,000 from Robert Half Company effective December 18, 2018.

**04-391-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve cancellation of Enterprise Fund Check # 1149 to Maschio’s Food Service in the amount of \$14,983.89. Invoice was paid twice in error.

**04-392-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve updates (new projects) to the Long Range Facilities Plan (LRFP) as follows:

<u>Project</u>	<u>Amount</u>
Door Upgrades (Interior)	\$ 20,000
Flooring Upgrades	\$ 25,000
Masonry Upgrades (Exterior)	<u>\$ 1,800,000</u>
Total	\$ 1,845,000

**04-393-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, retroactively approves the dress down on March 14 to support Grade 8 graduation activities.

**04-394-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the *Comprehensive Equity Plan* 2019- 2022.

**04-395-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, retroactively approves the bake sale on April 11 & April 12 to support Grade 8 graduation activities.

**04-396-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the “Jump-A-thon” held on May 17 at the East Newark Recreation Center to support the American Heart Association.

**04-397-19** **Be It Resolved**, that the East Newark Board of Education acknowledges the first reading of mandated Policy 2418 “Section 504 of the Rehabilitation Act of 1973.”

**04-398-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the renewal of the following teaching faculty for 2019 -2020 school year:

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Name	Step	Status	Tenure Date	Position*
David Coppola	MA 10	NT	9.2.2020	Special Education / In-class support
Derris Brown	BA 5	T	NA	Middle School S.S. / Science
Diana Bras	MA 10	T	NA	Middle School Math
Isabella Luniewski	BA 6	T	NA	Middle School Language Arts
Jeanine Rugani	BA 21	T	NA	BSI / Title I Math Grades K - 5
Jennifer Perkins	BA+30/17	T	NA	Grade 2
Joyce Machcinski	MA 15	T	NA	Grade 4
Margaret Jackson	MA 1	NT	9.18.2022	Art
Marlene Hinostroza	MA 5	NT	3.14.19	English as a Second Language (ESL)
Michael Carvalho	BA 5	T	NA	Physical Education / Health
Nicole Costeira	BA 15	T	NA	Testing Coordinator / HIB Specialist
Odemaris Herskovitz	MA 2	NT	9.2.2021	Grade 5
Seth Lieberman	BA +15 / 2	NT	9.2.2022	Special Education / In-class support
Sharon Smith	BA +30/ 14	T	NA	Resource Room / LDTC
Stephany Fardin	BA 7	T	NA	Grade 1
Vanessa Jablonsky	BA+15/ 9	T	NA	Grade 3
Wendy Busanich	MA+30/ 7	T	NA	Kindergarten

\* The "Position" listed may be changed by the Superintendent and is listed above for informational purposes only

**04-399-19 Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the following new teaching positions for the 2019 – 2020 school year:

New Position:	Replacing:
Reading Specialist (Grades K to 2)	BSI / Language Arts K - 5
Reading Specialist (Grades 3 to 5)	BSI / Language Arts 6 – 8

**04-400-19 Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the 2019- 2020 para-professional contracts for the following employees:

Chris Moran	Pamela Rodriquez
Jennifer Perez	Patricia Rios
Luiza Mira	Richard Lopez
Magda Velazquez	Sofia Medina
Margarita Martillo	Stephanie Palma
Nora DiMatteo	Tamara Rivadeneira
Viancia Nunez	

**04-401-19 Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Superintendent, approves 2019 – 2020 staff contracts for the following employees:



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<b>Name</b>	<b>Position</b>
Veronique Pereira	Supervisor of Curriculum and Instruction
Robert Clark	Business Administrator
<del>Karen Rivadeneira</del>	<del>Confidential School Secretary</del>
Frank Nascimento	School Psychologist
Alain Mollinedo	School Social Worker
Maribel Pinto	Custodian
Mark Makowski	Custodian / Bus Driver

**04-402-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the 6<sup>th</sup> grade field trip on May 9, 2019 to Tenafly Center at a cost of \$810.00 including transportation.

**04-403-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the 7<sup>th</sup> grade field trip on May 9, 2019 to Sterling Hill Mining Museum at a cost of \$868.00 including transportation.

**04-404-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, retroactively approves the 1<sup>st</sup> grade trip to Branch Brook Park, Newark for the purpose of viewing the cherry blossoms. Students must submit permission slips and will remain on the bus

**04-405-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the Approves the ENLC trip to Funplex, East Hanover on May 16, pending the receipt of permission slips.

**04-406-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the purchase of the English Language Arts series “*Journeys*” and “*Code X*” for grades K to 5 and grades 6 to 8, respectively to include consumables for six years at a cost not to exceed \$38, 000.

<b>Consent Agenda:</b> Resolution 04-372-19 thru 04-406-19 with 04-402-19 as ammended				
<b>Motion:</b> Ms. Goncalves		<b>Second:</b> Ms. Fernandes		
	Yea	Ney	Abstain	Absent
Mrs. Smith (Marlene)			X	
Mr. Balsam Jr. (Mark)	X			
Ms. Fernandes (Carla)	X			
Ms. Goncalves (Brigite)	X			
Ms. Lopez (Johanna)			X	

**VIII. Old Business**

Mr. Clark stated he was slowly catching up on the financial reports and should be up to date soon.

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**IX. New Business**

There was no New Business

**X. Public Comment/Questions**

There was no Public Comment

**XI. Board Comments**

There was no Board Comments

**XII. Adjournment**

Mr. Balsam made a motion to adjourn at 6:27 pm motion was seconded by Ms. Fernandes and carried in a unanimous voice vote.

**Regards**

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