

**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 October 21, 2019, 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)		
Ms. Fernandes (Carla)	X	
Ms. Goncalves (Brigite)	X	
Ms. Lopez (Johanna)	X	

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

Executive Meeting was read by \_\_\_\_\_.

Be It Resolved, that the East Newark Board of Education 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 Education 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
- 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 employee

**III. Public Comment**

There was no Public Comment

**IV. Workshop**

- a. Training in the CSA Evaluation Instrument (Robert Clark)
- b. Ethics training (Robert Clark)

**V. Superintendent’s Report:**

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- In an effort to improve the climate and culture of the school from a negative disciplinary approach to one that is more positive and supportive, I have introduced a “*Praise Form*.” A student may receive a Praise Form when they demonstrate some deed that is extraordinary and worthy of recognition. This will provide me an opportunity to call the parents with good news about their child. I hope that this approach will encourage good behaviors and keep parents fully informed regarding all aspects of their child’s education.
- I am proud that the East Newark Leadership Council was recognized by the Town Council at their October 9 meeting. The Town Council was very grateful for the assistance provided by the Leadership Council who volunteered during this year’s Jr. Olympics. Our students were thrilled to be recognized and their parents and teachers were very proud of them.
- This agenda has numerous resolutions regarding facilities upgrades and approves a *Long Range Facilities Plan* for the district. In the meantime, we are continuing building upgrades. Most recently, we have begun to replace the rear stairs. Unfortunately, the project was delayed so now, with school in session, the work is performed on a limited basis and only when students are not in the building.
- At some point, I would like to go “paperless” around the district. This approach saves time and money. In the meantime, we have discontinued printing disciplinary referrals and the *Parent Student Handbook*. All these documents are now available online.
- Students in grades 4, 5, 6 and 7 who met the criteria for the PARCC incentive, visited Medieval Times on October 17 and 18. Everyone had a great time, even the chaperones. Students in grade 8 and 9 will attend next month.
- At this meeting, you will acknowledge the resignation of our Technology and Special Education teachers. The hiring and retention of teachers continues to be a challenge. Thankfully, I have been able to hire a nurse who will begin three days a week until the new year when we hope she can work full time.
- I am pleased to report that, under the leadership of their president and vice-president, the PTO is in full force. They will be meeting following this board meeting to discuss and plan the Trunk or Treat, Halloween Parade and Dance.

**VI. Resolutions (Consent agenda)**

- 10-594-19** Approval of Minutes
- 10-595-19** Approve policies; second reading
- 10-596-19** Approve Title I *Before School Remediation* (BSR) and Title I *After School Remediation* (ASR).
- 10-597-19** Approve teachers to work Title I BSR and ASR.
- 10-598-19** Approve the appointment of Karen Rivadeneira board secretary, pro-tempore.
- 10-599-19** Approve job descriptions
- 10-600-19** Approve para-professionals for Title I *After School Remediation*
- 10-601-19** Approve Derris Brown and Isabella Luniewski as year book advisors.
- 10-602-19** Approve Brandon Fronjian, boys’ soccer coach.
- 10-603-19** Approve Brandon Fronjian girls’ soccer coach
- 10-604-19** Approve East Newark Dance Team

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- 10-605-19** Approve Jennifer Perkins as East Newark Dance Team coach, 8 months not to exceed \$1000.
- 10-606-19** Acknowledge the corrective action plan for employee number 72557747.
- 10-607-19** Acknowledge the resignation of Maitry Sewnath.
- 10-608-19** Acknowledge completion of bus emergency exit drills as presented by the Superintendent.
- 10-609-19** Acknowledge the resignation of Robert Kohn.
- 10-610-19** Acknowledge policy first reading (8505).
- 10-611-19** Approve hiring Matthew Kazdin, para-professional.
- 10-612-19** Approve hiring Acuña, school nurse, BA, Step 21 \$61,475.
- 10-613-19** Approve purchase of laptop for administrative / CST use.
- 10-614-19** Approve Bills and Claims from Current Account and Cafeteria Account October 2019
- 10-615-19** Approve September 2019 payroll
- 10-616-19** Approve financial reports – July 2019
- 10-617-19** Approve certification of funds – July 2019
- 10-618-19** Approve budget transfers – July 2019
- 10-619-19** Approve financial reports – August 2019
- 10-620-19** Approve certification of funds – August 2019
- 10-621-19** Approve Proposal with RJB Environmental, Inc.
- 10-622-19** Approve hiring of Melissa Garcia, para-professional
- 10-623-19** Approve proposal with USA Architects for Student Toilet Room Upgrades
- 10-624-19** Approval of Student Toilet Room Upgrades
- 10-625-19** Approve withdraw of \$350,000.00 from Capital Reserve for Student Toilet Room Upgrades
- 10-626-19** Approve proposal with USA Architects for Building Envelope Restoration
- 10-627-19** Approval of Building Envelope Restoration Project
- 10-628-19** Approve withdraw of \$105,000.00 from Capital Reserve for Building Envelope Restoration
- 10-629-19** Approve submittal of Long Range Facilities Plan
- 10-630-19** Plan Approve proposal with USA Architects for Long Range Facilities Plan (LRFP)
- 10-631-19** Approve withdraw of \$10,000.00 from Capital Reserve for completion of Long Range Facilities Plan
- 10-632-19** Acknowledges receipt of letter of resignation for Marc D’Angelo
- 10-633-19** Approve 2019-20 East Newark Public School Safety/Emergency Operations Manual
- 10-634-19** Approve Joint Transportation Agreement with Kearny Board of Education Route #99
- 10-635-19** Approve Joint Transportation Agreement with Kearny Board of Education Route #92
  
- 10-594-19** **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 September 16, 2019 as submitted.
  
- 10-595-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the following policies and regulations:

<b>Second Reading</b>			
<b>Policy</b>	<b>Regulation</b>	<b>Title</b>	<b>Summary</b>
1642	1642	Earned Sick Leave Law (M)	10 paid sick days required per year
3159	N/A	Teaching Staff Member / School District Reporting Responsibilities (M) (Revised)	A teacher who fails to report abuse must be reported to the State Board of Examiners
3218	3218	Use, Possession, or Distribution of a Substance (M)	

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4218	4218	Use, Possession, or Distribution of a Substance (M)	Teaching Staff Support Staff	Test results not provided to the CSA will be treated as positive.
4219	N/A	Commercial Driver’s License Controlled Substance and Alcohol Testing (M) (Revised)	Any employee performing a safety sensitive function must be drug free	
6112	6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)	Revised policy and procedures regarding the ARRA	
7440	7440	School District Security (M) (Revised)	Law enforcement provided with copies of school blueprints	
8600	8600	Student Transportation (M) (Revised)	School bus signage	
8630	N/A	Bus / Driver Aide Responsibility (M) (Revised)	Commissioner of Ed. must inform board w/in 1 day of suspended bus license.	
N/A	8630	Emergency School Bus Procedures (M) (Revised)		
8670	N/A	Transportation of Special Needs Students (M) (Revised)	“Disabled” changed to “Special needs”	
9210	N/A	Parent Organizations (Revised)	PTO will require superintendent approval instead of Board approval	

**10-596-19**      **Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Superintendent, retroactively approves Title I *Before School Remediation* (BSR) and Title I *After School Remediation* (ASR), effective October 2, 2019 until April 2, 2020.

**10-597-19**      **Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the following teachers to work Title I BSR and ASR for the 2019 – 2020 school year, retroactive October 2, 2019 until April 2, 2020; four days per week, one hour per day, at the contractual rate of \$45. per hour.

Name:	Subject:	Grade:
Maria Borisuk	Math / ELA	Pre -K
Vanessa Jablonsky	Math / ELA	K
Stephany Fardin	Math / ELA	1
Jennifer Perkins	Math / ELA	2
Marixa Acuna	Math / ELA	3
JiannaMarie Padilla	Math / ELA	4
Odemaris Herskovitz	Math / ELA	5
Derris Brown	ELA	Middle School
Marc D’Antonio	Math	Middle School
Isabella Luniewski	ELA	Middle School
Marlene Hinostroza	ELA	School Wide
Margaret Jackson	Content area application to art	Middle School
John Colaiacovo	Content area application to music	Middle School
Jeanine Rugani	Math	1 - 5
Wendy Busanich	ELA	School Wide
Joyce Machcinski	ELA	School Wide

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**10-598-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the appointment of Karen Rivadeneira board secretary, pro-tempore.

**10-599-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the job descriptions, as attached.

**10-600-19** Approve para-professionals for Title I *After School Remediation* retroactive October 2, 2019 until April 2, 2020 at the contractual rate:

Name:	Grade
Margarita Martillo	Pre-Kindergarten
Nora DiMatteo (arrives 3:30 p.m.)	Kindergarten
Elsie Ubilla	Kindergarten
Pamela Rodriguez	First Grade
Cristina Dos Santos (until 10.17.19)	Second Grade
Melissa Garcia (effective 10.21.19)	Second Grade
Matthew Kazdin	Third Grade
Stephanie Palma (1:1)	Fifth Grade

**10-601-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves Derris Brown and Isabella Luniewski as yearbook advisors for the 2019 – 2020 school year at the contractual rate of \$45. per hour, per teacher, not to exceed \$1000 per teacher.

**10-602-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves Brandon Fronjian, boys’ soccer coach, at a rate of \$869.79 for the 2019 – 2020 school year.

**10-603-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves Brandon Fronjian girls’ soccer coach, at a rate of \$869.79 for the 2019 – 2020 school year.

**10-604-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves 2019 – 2020 East Newark Dance Team.

**10-605-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves Jennifer Perkins as East Newark Dance Team coach, at the contractual rate of \$45. per hour for 8 months not to exceed \$1000.

**10-606-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, acknowledges the corrective action plan for employee number 72557747.

**10-607-19** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, acknowledges the resignation of Maitry Sewnath, effective November 23, 2019.

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- 10-608-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves completion of bus emergency exit drills as presented by the Superintendent.
- 10-609-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, acknowledges the resignation of Robert Kohn.
- 10-610-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves policy first reading (8505).
- 10-611-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves hiring Matthew Kazdin, para-professional, at a rate of \$13.50 per hour, 25 hours per week pending receipt of the criminal background check.
- 10-612-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves hiring Acuña, school nurse, three days per week at BA-Step 21 prorated (\$36,885). {Ms. Acuña intends to transition to full-time early 2020}
- 10-613-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the purchase of laptop and peripheral equipment for administrative / CST use at a cost of \$2123.58.
- 10-614-19**      **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 September 24, 2019 thru October 21, 2019 in the amount of \$487,617.33.
- 10-615-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the payment of September 13, 2019 and September 30, 2019 payrolls as follows:
- |                    |                     |
|--------------------|---------------------|
| September 13, 2019 | \$ 76,092.12        |
| September 30, 2019 | <u>\$ 86,169.72</u> |
| Total              | \$ 162,261.84       |
- 10-616-19**      **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, 2019.
- 10-617-19**      **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, 2019 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).
- 10-618-19**      **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, 2019.

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- 10-619-19**      **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, 2019.
- 10-620-19**      **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, 2019 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).
- 10-621-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves RJB Environmental, Inc. for ADHERA services in the amount of \$3,150.00 per the attached proposal.
- 10-622-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves hiring of Melissa Garcia, para-professional at a rate of \$13.50 per hour pending successful completion of the criminal background check.
- 10-623-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the attached proposal with USA Architects to complete NJDOE submittals, design work and construction observation for the Student Toilet Room Upgrades at a cost of \$35,800.00.
- 10-624-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, authorizes USA Architects to submit all necessary plans and paperwork to the Department of Education concerning the "Student Toilet Room Upgrades" to serve as an application to the Office of School Facilities and amendment to the District's Long Range Facilities Plan; and
- Be It Further Resolved**, this shall be an "Other Capital" project and the Board of Education is NOT seeking state funding, but will fund the project through a withdrawal from Capital Reserve and excess Cafeteria Account funds.
- 10-625-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves withdraw of \$350,000.00 from Capital Reserve for the Student Toilet Upgrade Project.
- 10-626-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the attached proposal with USA Architects to complete NJDOE submittals, design work and construction observation for the Building Envelope Restoration at a cost of \$105,000.00.
- 10-627-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, authorizes USA Architects to submit all necessary plans and paperwork to the Department of Education concerning the "Building Envelope Restoration" to serve as an application to the Office of School Facilities and amendment to the District's Long Range Facilities Plan; and
- Be It Further Resolved**, this shall be a "Debt Service Aid" project and the Board of Education IS seeking state funding.



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- 10-628-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves withdraw of \$105,000 from Capital Reserve for the for professional Architectural and Engineering fees for the Building Envelope Restoration project.
- 10-629-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the following resolution:

**EAST NEWARK BOARD OF EDUCATION  
RESOLUTION FOR A SCHOOL FACILITIES PROJECT  
AND MAJOR AMENDMENT FOR THE LONG RANGE FACILITIES PLAN**

- WHEREAS,            The East Newark Board of Education, in the county of Hudson, New Jersey, (the “Board”), desires to proceed with a school facilities project generally consisting of improvements to essential building components; and
- WHEREAS,            The Board now seeks to take the initial steps in order to proceed with the projects and comply with NJAC 6A:26-subchapter 5 and related sections of the code; and
- WHEREAS,            The New Jersey Department of Education, reviews and approves school facilities projects; and
- WHEREAS,            The projects are eligible for Debt Service Aid, and
- WHEREAS,            The School District desires to comply with NJDOE and submit a major amendment to their Long Range Facilities Plan.

NOW THEREFORE, BE IT RESOLVED      That the East Newark Board of Education approve the submission of the projects. That the Board does hereby authorize and direct the architectural firm of USA Architects, Planners + Interior Designers and the School Superintendent, as applicable, to prepare the Department of Education Schematic Submission Packages in connection with the project.

That the Board does hereby authorize and direct the architectural firm of USA Architects, Planners + Interior Designers to submit a major amendment to their Long Range Facility Plan.

That the Board IS seeking debt service aid in connection with the projects and the project is consistent with the District’s Long Range Facility Plan.

That the Architect, School District, Bond Counsel, and Board Attorney as applicable, are hereby authorized to undertake all related actions necessary in connection with the project.

BE IT FURTHER RESOLVED      That the East Newark Board of Education, authorizes the submission of the project to the New Jersey Department of Education for consideration, funding



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determination, and approval.

- 10-630-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the attached proposal with USA Architects to complete Long Range Facilities Plan. (LRFP)
  
- 10-631-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves withdraw of \$10,000 from Capital Reserve for the for professional Architectural and Engineering fees for the completion of the Long Range Facilities Plan.
  
- 10-632-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, acknowledges receipt of the letter of resignation for Marc D’Angelo. middle school math teacher, effective December 17, 2019.
  
- 10-633-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the *2019 – 2020 East Newark Public School School Safety/Emergency Operations Manual*.
  
- 10-634-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves a Joint Transportation with Kearny Board of Education (Host) for route #99 at a cost of \$23,232.58 from September 1, 2019 through June 30, 2020.
  
- 10-635-19**      **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves a Joint Transportation with Kearny Board of Education (Host) for route #92 at a cost of \$33,991.40 from September 1, 2019 through June 30, 2020.

<b>Consent Agenda: Resolution 10-594-19 thru 10-635-19</b>				
<b>Motion:</b> Ms. Fernandes	<b>Second:</b> Ms. Lopez			
	Yea	Ney	Abstain	Absent
Mrs. Smith (Marlene)	X			
Mr. Balsam Jr. (Mark)	X			
Ms. Fernandes (Carla)	X			
Ms. Goncalves (Brigite)				
Ms. Lopez (Johanna)	X			

**VII Old Business**

There was no Old Business

**V’ill. New Business**

There was no New Business

**IX. Public Comment/Questions**

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There was no Public Comment

**X. Board Comments**

There was no Board Comments

**XI. Adjournment**

Ms. Fernandes made a motion to adjourn at 6:34 pm motion was seconded by Mr. Balsam and carried in a unanimous voice vote.

**Regards**

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