

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 January 20, 2020, 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	
Mr. Balsam (Mark)		X
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. Superintendent's Report

- I will begin by thanking the Town for sponsoring Santa's visit on December 18. This annual visit brings so much joy to our children – even to our older students, and on their behalf, I am very grateful.

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

- On December 19, the day after Santa's visit the Robert Half Corp. stopped by to provide our students with a truckload of toys. This too has become an annual event for our students and it brings them tons of happiness.
- I am very proud of our students and their efforts to serve the community. On December 20, the Leadership Council visited the Senior Center and sang Christmas Carols to our town's senior citizens. The Leadership Council is also in the process of planning a food drive for the less fortunate. I am delighted that our students understand that there is more joy in giving than receiving.
- I would like to provide a brief update regarding our building renovation projects. As you know, we will be repairing the building exterior and renovating the girl's and boy's bathrooms. The plans and the cost statements have been completed and forwarded to the Department of Education for approval. Once approved, we will know how much of the cost will be assumed by the Department of Education. We are anticipating that approximately 70% of the project costs will be covered by debt service. This means that if these projects cost approximately \$2 million, the State would cover \$1.4 million. The remaining amount, about \$600,000 would be financed by bond. These projects are essential since falling brick and decrepit bathrooms pose a health and safety risk to our students and community. I am very willing to provide a tour of the bathrooms or point out crumbling exterior to anyone interested.
- One of the Board's primary responsibilities is to evaluate the Chief School Administrator. In the "back-ups" for this meeting, you will find a handout from the New Jersey School Boards Association that includes a description of the process and a timeline. By mid-May, board members should have completed the evaluation process. I realize this is months away, however I want to provide sufficient notice.
- Finally, I would like to welcome our new business administrator, Dr. Letizia Pantoliano. Dr. Pantoliano has significant experience with all aspects of school administration, from budgeting and building projects to curriculum. Dr. Pantoliano will assume the formal title of School Business Administrator / Board Secretary on February 22, 2020, which is Mr. Clark's last day. However, to provide for a smooth transition, Dr. Pantoliano will be meeting with Mr. Clark prior to his last day.

Budget Calendar 2020-21

January 27, 2020 – Budget discussion with the BOE

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

February 24, 2020 – Present Draft Budget to BOE
 February 27, 2020 – Anticipated release of State Aid
 March 2, 2020 – Approval of Preliminary Budget for submittal to County Executive Superintendent
 March 23, 2020 – Tentative Board of School Estimate Meeting
 April 20, 2020 – Approval of Final Budget by BOE

V. Resolutions (Consent agenda)

01-669-20 Approval of Minutes
 01-670-20 Approve Bills and Claims from Current Account January 2020
 01-671-20 Approve December 2019 payroll
 01-672-20 Approve financial reports – November 2019
 01-673-20 Approve certification of funds – November 2019
 01-674-20 Approve budget transfers – November 2019
 01-675-20 Accept CAFR and AMR for year ending June 30, 2019
 01-676-20 Accept Robert Half International donation of \$2500.
 01-677-20 Acknowledge the resignation of Robert Clark, effective February 22, 2020.
 01-678-20 Retroactively approve Isabella Luniewski to attend professional development workshop.
 01-679-20 Approve Isabella Luniewski and Derris Brown to attend professional development workshops
 01-680-20 Approve Marlene Hinostroza for laptop refurbishing.
 01-681-20 Approve Margaret Jackson to teach Art and Technology .8 FTE, no benefits.
 01-682-20 Approve *American Recycling* for removal of obsolete technology
 01-683-20 Approve Job Description for School Business Administrator
 01-684-20 Approve John Colaiacovo for Title I afterschool instruction
 01-685-20 Approve contract for Andrew Forman, Holiday Concert
 01-686-20 Approve contract for Charles Tyler, Jr., Holiday Concert
 01-687-20 Approve contract for Andre Gabriel Marquez, Holiday Concert
 01-688-20 Approve hiring of Alejandra Zavala Guaman, paraprofessional.
 01-689-20 Approve Letizia Pantoliano, School Business Administrator / Board Secretary

01-669-20 **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 December 16, 2019 as submitted.

01-670-19 **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 dated December 17, 2019 thru January 27, 2020 in the amount of \$718,313.60.

01-671-20 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the payment of December 13, 2019 and December 23, 2019 payrolls as follows:

December 13, 2019	\$ 93,409.65
December 23, 2019	\$ 91,000.56
December 23, 2019 Supplemental	\$ <u>605.32</u>
Total	\$ 185,015.53

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

- 01-672-20** **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 November 30, 2019.
- 01-673-20** **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 November 30, 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).
- 01-674-20** **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 November 30, 2019.
- 01-675-20** **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, 2019. The report had no findings.
- 01-676-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, accepts donation from Robert Half International for \$2,500 and appropriate the donation to account # 20-001-100-500-00-000.
- 01-677-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, acknowledges and accepts the resignation of Robert Clark, effective February 22, 2020.
- 01-678-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, retroactively approves the workshop attendance of Isabella Luniewski *Strengthening Students' Writing Skills While Significantly Decreasing Grading Time*, on January 23, 2020, at a cost of \$279.00.
- 01-679-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the attendance of Isabella Luniewski and Derris Brown to the following workshops:
- Isabella Luniewski – *Making Best Use of GOOGLE CLASSROOM and Free G SUITE Apps to Enhance Content Learning* – January 28, 2020 – Cost \$ 279.00.
 - Derris Brown – *Help Students Master the Next Generation Science Standards* – February 12, 2020 – Cost \$ 279.00.
 - Derris Brown – *Making Best Use of GOOGLE CLASSROOM to Strengthen Your SOCIAL STUDIES Instruction* – March 18, 2020 – Cost \$ 279.00.
- 01-680-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves Marlene Hinostraza to refurbish 55 MacBook Pro laptops at a rate of \$45.00 per hour not to exceed \$ 500.
- 01-681-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves Margaret Jackson to teach Art and Technology .8 FTE, no benefits (\$34,500 annually).

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

- 01-682-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves *American Recycling* for removal of obsolete technology including 4 recycling carts, 3 monitors, 3 smart screens.
- 01-683-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the job description for School Business Administrator / Board Secretary.
- 01-684-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves John Colaiacovo for Title I afterschool instruction, two days per week at the contractual rate of \$45.00 per hour, effective February 3, 2020
- 01-685-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the contract for Andrew Forman, to perform at the Holiday Concert, \$300.
- 01-686-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the contract for Charles Tyler, Jr., to perform at the Holiday Concert, \$300.
- 01-687-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approves the contract for Andre Gabriel Marquez, to perform at the Holiday Concert, \$300.
- 01-688-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, retroactively approves the hiring of Alejandra Zavala Guaman, paraprofessional, effective January 21, 2020 at a rate of \$13.50 per hour, 25 hours per week.
- 01-689-20** **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Superintendent, approve Letizia Pantoliano as School Business Administrator / Board Secretary, effective February 22, 2020 as per the terms of the contract.

Consent Agenda: Resolution 01-669-20 thru 01-689-20				
Motion: Mrs. Smith	Second: 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			

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

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

IX. Board Comments

There was no Board Comments

X. Adjournment

Ms. Goncalves made a motion to adjourn at 6:39 pm motion was seconded by Ms. Fernandes and carried in a unanimous voice vote.

Regards

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