

Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022

Paul Vizzuso Board Secretary called the meeting to order at 6:15 pm, led the Board in the Salute to the Flag and read the following Opening Statement:

OPENING STATEMENT

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

ROLL CALL

Present: Ms. Fernandes
Ms. Sarro
Ms. Ditchkus
Ms. Perez
Ms. Leone

Absent: Ms. Pinto

Also Present: Dr. Rosaura Bagolie, Acting Superintendent/Principal
Paul Vizzuso, Business Administrator/Board Secretary
Frances Febres, Board Attorney

MOTION TO OPEN THE FLOOR FOR NOMINATIONS FOR PRESIDENT

Motion by: Ms. Fernandes
Seconded by: Ms. Ditchkus

ALL IN FAVOR

Laura Ditchkus nominated Carla Fernandes for President

MOTION TO CLOSE FLOOR FOR NOMINATIONS FOR PRESIDENT

Motion by: Ms. Fernandes
Seconded by: Ms. Ditchkus

ALL IN FAVOR

ROLL CALL FOR PRESIDENT – CARLA FERNANDES

ROLL CALL: YES Ms. Fernandes
Ms. Sarro
Ms. Ditchkus
Ms. Perez
Ms. Leone

Carla Fernandes is elected President and chairs the remainder of the meeting

MOTION TO OPEN THE FLOOR FOR NOMINATIONS FOR VICE PRESIDENT

Motion by: Ms. Sarro
Seconded by: Ms. Ditchkus

ALL IN FAVOR

Laura Ditchkus nominated Danielle Sarro for Vice President

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

MOTION TO CLOSE THE FLOOR FOR NOMINATIONS FOR VICE PRESIDENT

Motion by: Ms. Ditchkus
Seconded by: Ms. Leone

ALL IN FAVOR

ROLL CALL FOR VICE PRESIDENT – DANIELLE SARRO

ROLL CALL: YES Ms. Fernandes
Ms. Sarro
Ms. Ditchkus
Ms. Perez
Ms. Leone

Danielle Sarro is now elected Vice President

INTO EXECUTIVE SESSION 6:30 p.m.

Ms. Fernandes read the following statement:

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.

- Attorney-client Privilege
- Personnel-employment matters affecting a specific prospective or current employee

Motion by: Ms. Ditchkus
Seconded by: Ms. Sarro

All in favor

OUT OF EXECUTIVE SESSION BACK INTO PUBLIC SESSION – 7:17 p.m.

Motion by: Ms. Ditchkus
Seconded by: Ms. Sarro

All in favor

REORGANIZATION RESOLUTIONS BY BLOCK VOTE R 01 – R19

Motion by: Ms. Fernandes
Seconded by: Ms. Sarro

ROLL CALL: YES 5 NO 0

- R-01** Approves Meeting Dates and Time
- R-02** Approve Meeting Locations
- R-03** Approves Official Newspapers
- R-04** Approves Board Attorney
- R-05** Approves School Auditor
- R-06** Approves Insurance Consultant/Risk Manager

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

- R-07** Approves School Physician
- R-08** Approves Architect of Record
- R-09** Approves Compliance Officers
- R-10** Approves Order of Business
- R-11** Approves Depository of School Funds
- R-12** Approves Curriculum
- R-13** Approves Policies & By-Laws
- R-14** Approves Federal and State Fund Agents for the Board of Education
- R-15** Approves Tax Requisition Schedule
- R-16** Approves Bank Signatories
- R-17** Approves Superintendent Transfer Authority
- R-18** Approves delegates and representatives
- R-19** Approve Code of Ethics

R-01 **Be It Resolved**, that the East Newark Board of Education, approves the following meeting dates for the Board of Education business meetings for the 2022-23 School Year, and to advertise this resolution in the official newspaper of the East Newark Board of Education.

- Monday, June 13, 2022
- Monday, July 11, 2022
- Monday, August 8, 2022
- Monday, September 12, 2022
- Monday, October 17, 2022
- Monday, November 21, 2022
- Monday, December 12, 2022
- Monday, January 9, 2023
- Monday, February 13, 2023
- Monday, March 13, 2023
- Monday, April 27, 2023

Tuesday, May 16, 2023 (Reorganization/Business Meeting) At 7:00pm

- R-02** **Be Further Resolved**, The Board Meeting Location is designated at the East Newark Board of Education at 501 N. 3rd St. East Newark, NJ 07029 as the official meeting place for the Board of Education meeting and Zoom Meeting Platform as needed or required.
- R-03** Be It Resolved, that the East Newark Board of Education, designate the Jersey Journal as the official newspaper for advertisement of notices of the East Newark Board of Education; the Observer or the Star Ledger as alternate official newspapers.
- R-04** **Be It Resolved**, that the East Newark Board of Education, approves Matthew J. Giacobbe, Esq. of Cleary Giacobbe Alfieri Jacobs, LLC, whose address is 169 Ramapo Valley Road, Upper Level Suite 105, Oakland, NJ 07436, as Counsel to the East Newark Board of Education for the 2022-23 school year at a rate of \$175.00 per hour for all attorneys and \$90.00 per hour for all law clerks and paralegals. The Board is awarding this contract for professional services, pursuant to N.J.S.A. 18A:18A-5(a) (1), without public advertising for bids.
- R-05** **Be It Resolved**, that the East Newark Board of Education, approves Wielkotz & Company, LLC whose address is 401 Wanaque Avenue, Pompton Lakes, NJ 07442 at an annual fee of \$29,500 as the School Auditor for the 2022-23 school year. The Board is awarding this contract for professional services, pursuant to N.J.S.A 18A:18A-5(a) (1), without public advertising for bids.

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

R-06 Be It Resolved, that the East Newark Board of Education, approves George Morville of Arthur J. Gallagher Risk Management Services whose address is 200 Jefferson Park, Whippany, NJ 07981, as Insurance Consultant/Risk Manager for the 2022-23 school year with a fee per Fund Agreement for the following:

- Property Insurance
- General Liability
- Employee Benefits Liability
- Crime Insurance
- Business Automobile Insurance
- Umbrella Liability Insurance
- School Board Legal Liability Insurance
- Worker's Compensation Insurance
- Group Accident Insurance
- Student Accident Insurance
- Public Official Bonds

R-07 Be It Resolved, that the East Newark Board of Education, approves Dr. Ponciano Palmieri as the School Physician whose address is 332 Harrison Avenue, Harrison, NJ 07029 for the 2022-23 school year at an annual fee of \$6,000. The Board is awarding this contract for professional services, pursuant to N.J.S.A. 18A:18A-5(a) (1), without public advertising for bids.

R-08 Be It Resolved, that the East Newark Board of Education, approves USA Architects, Planer + Interiors Designers PA as the Architect of Record, whose address is 332 N. Doughty Avenue, Somerville, NJ 08876 for the 2022-23 school year at per project fee based or fee schedule. The Board is awarding this contract for professional services, pursuant to N.J.S.A. 18A:18A-5(a) (1), without public advertising for bids.

R-09 Be It Resolved, that the East Newark Board of Education, approves the following compliance positions for the 2022-23 school year as follows:

<u>Position</u>	<u>Appointment</u>
Agency Compliance Office	Superintendent
Affirmative Action Officer	Veronica Pereira
Title IX Coordinator	Rosaura Bagolie, Ed.D.
Section 504 Compliance Officer	Rosaura Bagolie, Ed.D.
A.D.A. Coordinator	School Nurse
Homeless Liaison	Veronica Pereira
ADHERA Compliance Officer	School Business Administrator
Right to Know Officer	School Business Administrator
Integrated Pest Management (IPM) Coordinator	School Business Administrator
Public Agency Compliance Officer	School Business Administrator
Custodian of Public Records	School Business Administrator
Health and Safety Officer	School Business Administrator
^Purchasing Agent	School Business Administrator
Indoor Air Quality (IAQ) Coordinator	School Business Administrator

^ Bid Threshold \$44,000 and Quote Threshold \$6,600

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

R-10 Be It Resolved, that the East Newark Board of Education, approves the order of business for the East Newark Board of Education Business Meetings as follows:

- I. Sunshine Statement/Call to Order/Flag Salute
- II. Executive Session (as needed)
- III. Public Comment (Agenda Items Only)
- IV. Superintendent’s Report
- V. HIB Report
- VI. Resolutions (consent agenda)
- VII. Old Business
- VIII. New Business
- IX. Public Comments/Questions
- X. Board Comments
- XI. Adjournment

R-11 Be It Resolved, that the East Newark Board of Education, approves the following as Bank Depositories for the East Newark Board of Education, and to designate (1) the Board Treasurer, (2) President or Vice President, and (3) Superintendent (4) Business Administrator as authorized signatories:

Valley National Bank
Bank of America, N.A.

R-12 Be It Resolved, that the East Newark Board of Education, approves the curriculum on file for grades Pre-K through Grade 8 for the for the 2022-23 school year, unless modified upon the recommendation of the Superintendent.

R-13 Be It Resolved, that the East Newark Board of Education, approves the School District Policies & By-Laws as adopted and written in the District Policy Manual (prepared and updated by Strauss Esmay) with the stipulation that the Board may further amend and supplement Board policies, including those policies establishing its own by-laws and operational procedures.

R-14 Be It Resolved, that the East Newark Board of Education, approves the Superintendent and the School Business Administrator as the Board’s Agents to request state and federal funds (as determined by the grantor) as follows, under the existing state and federal law as of the date of this organization meeting:

Non- Public Nursing, Non-Public Textbooks, Chapter 192-193,
Non-Public Technology, IDEA Basic, IDEA Pre-School Flow-Through,
EASA, NCLB, Title I, Title II, Title IV, Title VI,
Emergency Immigrant Education Program

R-15 Be It Resolved, that the East Newark Board of Education, approves the requisition of taxes from the Borough of East Newark to be paid in twelve (12) equal monthly payments for the 2022-23 school year.

R-16 Be It Resolved, that the East Newark Board of Education, approves the following account signatures at Valley National Bank: Board President, Board Vice-President, Treasurer, Superintendent and Board Secretary.

<u>Account</u>	<u>Signatory</u>	<u>No. of Signers</u>
Current Account	Board President	3

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

Board Vice-President
Board Secretary
Treasurer

Payroll Account	Board Secretary	1
Payroll Agency	Board Secretary Board President	2
Capital Reserve Account	Board President Board Vice-President Board Secretary Treasurer	3
Maintenance Reserve Account	Board President Board Vice-President Board Secretary Treasurer	3
Student Activities Account	Board Secretary Superintendent	2
Cafeteria	Board President Board Vice-President Board Secretary	2

R-17 Be It Resolved, that the East Newark Board of Education, approves Superintendent or designee, be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting, as provided by N.J.S.A. 18A:22-8.1.

R-18 Be It Resolved, that the East Newark Board of Education, approves the following delegates/representatives be appointed for the 2022-23 school year.

Appointment of Laura Ditchkus as delegate to Hudson County School Boards Association
Appointment of Heather Leone as alternate delegate to Hudson County School Boards Association
Appointment of Danielle Sarro as sending district representative to Town of Harrison Board of Education

R-19 Be It Resolved, the East Newark Board of Education reaffirms the New Jersey School Board Member Code of Ethics, for the 2022-2023 school year.
Reading of the Code of Ethics by Board Members (as per attached).

END OF RE-ORGANIZATION MEETING, START OF REGULAR MEETING

SUPERINTENDENT’S REPORT Report

Teacher Appreciation

We thank PTO for providing breakfast as a kick off to Teacher appreciation Week during Parent Teacher Conferences. The teachers certainly appreciated their generosity and care. During this week the elementary school hosted the following activities:

- Monday: Donuts and Coffee- “We “donut” know what we would do without you!”
- Tuesday: Taco Tuesday - each teacher received a basket with Tostitos chips, salsa and Guacamole.
- Wednesday: Gum “You are an EXTRA amazing teacher”

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

Thursday-Pens “Thanks for being De “pen” dable
Friday-Swedish Fish-You are O “Fish”ally an amazing teacher

On Wednesday both schools were treated to a luncheon. We thank the Board for their acknowledgement and appreciation of our teachers.

NJSLA

NJSLA- Language Arts and Mathematics testing began at the middle school on May 2, for students in grades 6-8. On May 9, the elementary school began testing in grades 3 and 4. The week of May 16, 5th grade will be testing and along with any student in need of a make-up test. Finally, the week of May 23, students in grades 5 and 8 will be administered the Science portion of the standardized assessment.

Covid-19 Outbreak in 3rd Grade

On May 10, I was notified that one of our 3rd grade students tested positive for Covid-19. Complying with the guidance from the County Superintendent’s office and Board of Health unvaccinated unmasked students were placed on quarantine until May 16. Vaccinated students were able to remain in school. Students on quarantine were provided with virtual instruction. Due to low number of unvaccinated students in our schools and the increasing rates of COVID-19 incidents, I have indicated to teachers that, although not mandated, students and teachers should wear masks and maintain social distancing in order to prevent future disrupting as we move to end of the school year.

End of School Year Activities

Field Day will be held on June 7 (Rain date: June 8). Maschio’s will be providing students with a delicious bar-b-cue. Field day activities will take place at West Hudson Park. In the afternoon students will report to the Recreation Center parking lot bar-b-cue for lunch. Grades 4-8 will have a dance party in the Recreation Center Gym and Students in grades PreK-3, will return to the elementary school for a movie afternoon.

- A trip has been planned to Medieval Times on June 6th for students in grades 3-8 who met their i-Ready goals.
- Office Billy is planning a trip to Funplex with the 5th grade students as a culminating activity to the DARE Program on June 9 or June 15.
- June 16 is our date for Graduation invitations and notices have been sent home.
- Kindergarten and Pre-Kindergarten moving up ceremonies are planned for June 17
- We are planning an end of the year carnival at Verteran’s Field tentatively scheduled for June 17 or Jun 20, 2022.

East Newark Elementary Second Floor Bathroom

Building permits are ready for pick up and construction should be starting late June. I will be meeting with the architect on May 17 to discuss plans, pick up permits, and devise a plan for expansions and/or renovations at our school or other locations.

Pre-Kindergarten enrollment

Currently we are at capacity for the 2022-2023 school year and are actively placing students on a waiting list. We requested funding for an additional classroom from the Department of Early Childhood, this increased our possible enrollment to 45 students total.

Plans for Summer School

Summer school will take place from Jul 5, 2022 to July 28, 2022. It will be a half day program beginning at 8:30am and ending at 11:30am from Monday through Thursday. Dates to remember

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

- The PTO plans to host a graduation party on June 10.
- Medieval Times on June 6th for students in grades 3-8
- Funplex, 5th grade students DARE Program on June 9 or June 15.
- June 16 2022, 8th grade Graduation.
- Kindergarten and Pre-Kindergarten moving up ceremonies June 17.
- Tentative End of the Year carnival June 17 rain date Jun 20, 2022.

REGULAR MEETING RESOLUTIONS BY BLOCK VOTE R 05-1220-22 – 05-1236-22

Motion by: Ms. Fernandes

Seconded by: Ms. Sarro

ROLL CALL: YES - 5 NO - 0

- 5-1220-22 Approval of Minutes May 5, 2022 Regular & Executive
- 5-1221-22 Approve Monthly Financial Report
- 5-1222-22 Approve Transfers
- 5-1223-22 Approve bills list for May 17, 2022
- 5-1224-22 Approve School Calendar for 2022-2023 School Year
- 5-1225-22 Approve Resignation for Dr. Richard Corbett, Superintendent / Principal
- 5-1226-22 Approve 7th Grade Field Trip
- 5-1227-22 Approve Robert Clark, Consultant
- 5-1228-22 Approve Food Service Contract for 2022-2023
- 5-1229-22 Approve Acceptance of School Security Grant
- 5-1230-22 Approve Revised 2022-2023 Budget
- 5-1231-22 Approve contract addendum for Danica Davidman
- 5-1232-22 Approve Paraprofessional for Ashley Hempstead
- 5-1233-22 Approve Teaching Contract of Stephany Fardin
- 5-1234-22 Approve Dr. Shirley Sostre-Oquendo, Pediatric Psychiatrist
- 5-1235-22 Approve Robert Clark, Treasurer School Monies
- 5-1236-22 Approve \$125 per diem substitute teacher compensation

5-1220-22 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Acting Superintendent, approves the following minutes as submitted.

- May 5, 2022 Regular Meeting Minutes
- May 5, 2022 Executive Meeting Minutes

5-1221-22 **Be It Resolved**, that the East Newark Board of Education, upon the recommendation of the Acting Superintendent, accepts the financial reports as submitted, which include the monthly Board Secretary's report and the Treasurer of School Monies report for the month ended April 30, 2022. The Board notes that the Secretary's and Treasurer's reports are in balance for the cash receipts and disbursements for the month ended April 30, 2022 and

BE IT FURTHER RESOLVED, that pursuant to N.J.A.C. 6A:23A-16.10 (c), I, R. Paul Vizzuso, Board Secretary, certify that as of April 30, 2022 no budgetary line-item account has obligations and payments which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1, and that the District financial accounts have been reconciled and are in balance, and

BE IT FURTHER RESOLVED, that through the adoption of this resolution, we, the East Newark Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, certify that as of April 30,

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

2022 after review of the Board Secretary’s monthly financial report (appropriation section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.**5-1222-22** **Be It Resolved, that the East Newark Board of Education, upon the recommendation of the** approves the Monthly Transfer Reports as submitted for the month ended April 30, 2021.

5-1222-22 **Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Acting Superintendent, approves the Monthly Transfer Report as submitted for the month ended April 30, 2022.

5-1223-22 **Be It Resolved,** that the East Newark Board of Education, upon the recommendation of Acting Superintendent, approves the Bill List as submitted in the amount of \$35,125.75 for May 17, 2022 is hereby approved and payment authorized as funds of the board are made available following this meeting.

5-1224-22 **Be It Resolved, that the** East Newark Board of Education, upon the recommendation of the Acting Superintendent, approves the school calendar for the 2022-23 school year (as attached).

5-1225-22 **Be It Resolved,** that the East Newark Board of Education accepts the resignation of Dr. Richard Corbett, Superintendent / Principal effective June 30, 2022.

5-1226-22 **Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Acting Superintendent, approves the following field trip:

Destination	Date	Admission	Transportation
Sterling Hill Mining Museum	May 25, 2022	\$306.00	\$665.00

5-1227-22 **Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Acting Superintendent, approves Mr. Robert Clark, Consultant at a rate of \$90.00 per hour.

5-1228-22 **Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Acting Superintendent, hereby award and approve the contract with Maschio’s Food Services, Inc. for the 2022-2023 school year. From 46 and From 320 B attached.

- Management Fee \$8,505.81
- No Guarantee Return to the Board

5-1229-22 **Be It Resolved,** that the East Newark Board of Education, upon the recommendation of the Acting Superintendent, approves the acceptance of the School Security Grant in the amount of \$20,000 approved by the Department of Education on November 23, 2021. The grant is for the period September 1, 2021 – August 31, 2022.

5-1230-22 **Be It Resolved,** that the East Newark Board of Education, that upon the recommendation of the Acting Superintendent, approves the **revised 2022-2023** budget reflecting a zero increase in the Tax Levy.

WHEREAS, the East Newark Board of Education adopted a tentative budget on March 17, 2022 to be submitted to the Executive County Superintendent of Schools for approval; and

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on March 24, 2022; and

WHEREAS, the tentative budget was advertised in the legal section of the Jersey Journal on March 24, 2022; and

WHEREAS, the final budget was presented to the public during a public hearing on March 28, 2022; and

WHEREAS, the total amount of the budget for General Fund Expenses shall be \$7,298,736 of which \$1,512,158 shall be raised by tax levy; and

WHEREAS, the total amount of the budget for Special Revenue Fund Expense shall be \$1,892,550 of which \$0.00 shall be raised by tax levy; and

NOW THEREFORE, BE IT RESOLVED, that the East Newark Board of Education hereby adopts the 2022-2023 School Year budget; and

BE IT RESOLVED, that there should be raised for the General Funds \$1,512,158 for the ensuing School Year 2022-2023.

- 5-1231-22** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Acting Superintendent approves the amended consulting contract of Danica Davidman.

- 5-1232-22** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Acting Superintendent approves Ashley Hempstead as paraprofessional for 2022-2023 school year at a rate of \$13.91 per hour with single benefits from 8:00am-3:00pm

- 5-1233-22** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Acting Superintendent approves the hiring of Stephany Fardin teacher at BA step 8 for the 2022-2023 school year at a contractual rate of \$59,052 with single-family benefits.

- 5-1234-22** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Acting Superintendent approves Dr. Shirley Sostre-Oquendo, Board Certified Pediatric Psychiatrist to conduct evaluations of the Child Study Team at a rate of \$900 per evaluation.

- 5-1235-22** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Acting Superintendent approves Robert Clark, Treasure School Monies at a rate of \$90.00 per hour.

- 5-1236-22** Be It Resolved, that the East Newark Board of Education, upon the recommendation of the Acting Superintendent, approves substitute teacher compensation at \$125 per diem for the 2022-23 school year.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT/QUESTIONS

None

**Board of Education of East Newark, Hudson County, NJ
Reorganization/Regular Meeting Minutes May 16, 2022**

ADJOURNMENT

Motion by: Ms. Ditchkus
Seconded by: Ms. Sarro

BE IT RESOLVED, that with no further business to come before the East Newark Board of Education, the meeting adjourned at 7:31 p.m., all in favor.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "R. Paul Vizzuso". The signature is fluid and cursive, with a large initial "R" and a long, sweeping underline.

R. Paul Vizzuso
Business Administrator/Board Secretary