

# BERGENFIELD BOARD OF EDUCATION

## BOARD OF EDUCATION

### AGENDA FOR THE CAUCUS MEETING

---

**Monday April 25, 2022**

**7:00 PM**

**Front Cafeteria of the High School**

---

#### 1. Meeting Called to Order by the President

#### 2. Roll Call

Attendee Name	Present	Absent	Late	Arrived
President Joseph Amara	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vice President Guadalupe Ruiz-Catala	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trustee Nelson Reynoso	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trustee Deborah Podwin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trustee Ovelis Munoz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### Flag Salute

#### Statement of the President

"The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend meetings of this Board, except where specifically exempted by law, at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Board of Education has caused notice of this meeting to be published by having same advertised in The Record on June 30, 2021; also notice of this meeting has been mailed to the members of the Board, the Borough Clerk, all Elementary Schools, Roy W. Brown Middle School, the High School and District the Website on April 20, 2022."

#### 3. Verbal Comments

The Bergenfield Board of Education now opens the floor for our first public comment session. Public comments regarding tonight's agenda items only will be heard at this time. You will have an opportunity to make any other comments during the 2nd public comment session later in the meeting.

#### 4. Discussion of Evening Agenda

#### 5. Discussion of Committee Reports

##### A. Finance Committee

##### B. Policy Committee

#### 6. Verbal Comments

The Bergenfield Board of Education now opens the floor for our 2nd public comment for any other comments at this time.

## **7. Motion to go to Private Session**

1. Tonight's personnel.
2. Open Litigation.
3. HIB.

## **8. Motion to Adjourn**

## **2. INFORMATIONAL ITEMS:**

1. Informational Item (ID # 9254)  
Posting for 4/25/22 Board Meetings.

Attachments:

Posting for 4-25-22 Meetings (PDF)

# BERGENFIELD BOARD OF EDUCATION

## BOARD OF EDUCATION

### AGENDA FOR THE REGULAR MEETING

---

Monday April 25, 2022

8:30 PM

Front Cafeteria of the High School

---

#### 1. Meeting called to order by the President

#### 2. Roll Call

Attendee Name	Present	Absent	Late	Arrived
President Joseph Amara	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vice President Guadalupe Ruiz-Catala	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trustee Nelson Reynoso	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trustee Deborah Podwin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trustee Ovelis Munoz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### Flag Salute

#### Statement of the President

"The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend meetings of this Board, except where specifically exempted by law, at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Board of Education has caused notice of this meeting to be published by having same advertised in The Record on June 20, 2021; also notice of this meeting has been mailed to the members of the Board, the Borough Clerk, all Elementary Schools, Roy W. Brown Middle School, the High School and District the Website on April 20, 2022."

#### 3. Presentation:

##### 2021/2022 Teachers of the Year:

Janet Biggins (Jefferson School), Janine Gehshan (Roy W. Brown Middle School ), Kerri Klein (Washington School), Sara Liguori (Bergenfield High School), Marisa Lopes (Franklin School) , Laura Morrell (Hoover School) , Frederick Quiambao (Lincoln School)

#### 4. Minutes

1. Motion to accept and approve the minutes for March 2022.

**5. Written Communication: None**

**6. Verbal Comments**

The Bergenfield Board of Education now opens the floor for our first public comment session. Public comments regarding tonight's agenda items only will be heard at this time. You will have an opportunity to make any other comments during the 2nd public comment session later in the meeting.

**7. Report and Recommendations of Superintendent of Schools**

**A. General Recommendations**

1. Motion to accept and approve the attached Personnel Recommendations.
2. Motion to accept and approve the April 5, 2022, Special Education Monthly Report as per the attached.
3. Motion to accept and approve the Purchase of Instructional Supplies for Lincoln Elementary School from Amazon.com LLC, amount not exceeding \$285.11 payable through Title III Funds.
4. Motion to accept and approve the purchase of CPO Science Full Class Pack for Roy W. Brown Middle School, from School Specialty, amount not exceeding \$7,225.20, payable through Title IV funds.
5. Motion to accept and approve the purchase of Instructional Supplies for Franklin Elementary School from Amazon.com LLC, amount not exceeding \$39.98, payable through Title III funds.
6. Motion to accept and approve the continuation of student suspensions for students whose names are annexed in the Superintendent's Office.
7. Motion to accept and approve the following estimated travel reimbursement, total not to exceed by \$25, payable through LEA Funds.

<u>Name</u>	<u>Conference</u>	<u>Lodging</u>	<u>Meals/ IE</u>	<u>Mileage</u>	<u>Tolls/ Parking</u>	<u>Total</u>
J. Khoury-Frias	2022 NJASBO Annual Conference, Ocean Casino Resort, Atlantic City, NJ, June 7-10 <sup>th</sup> , 2022.	\$327.00	-	-	-	\$327.00
C. Langschultz	Payroll Administrators Program - North Jersey Birchwood Manor, Whippany, NJ, May 17, 2022.	-	-	\$19.53	\$6.70	\$ 26.23

8. Motion to accept and approve the following Conferences payable through LEA Funds.

<u>Name</u>	<u>Position</u>	<u>Conference Name</u>	<u>Cost</u>	<u>Account Number</u>	<u>Source of Funds</u>
J. Khoury-Frias	Business Administrator	2022 NJASBO Annual Conference, Ocean Casino Resort, Atlantic City, NJ, June 7 to 10, 2022.	\$275.00	11-000-251-580-10-000	FY 21/2022 LEA Funds
C. Langschultz	Payroll Manager	Payroll Administrators Program - North Jersey Birchwood Manor, Whippany, NJ, May 17, 2022.	\$100.00	11-000-251-580-10-000	FY 21/2022 LEA Funds

9. Motion to accept and approve the Special Education Consultant - CETRA: Interpretation for Parent Conferences as bilingual interpreter as per the attached.

10. Motion to accept and approve the revised estimated travel reimbursement, total not to exceed by \$25, payable through ESEA Funds.

<u>Name</u>	<u>Conference</u>	<u>Meals/IE</u>	<u>Mileage</u>	<u>Tolls/Parking</u>	<u>Total</u>	<u>Account</u>
L. Alberto	NJPSA Spring Conference, Borgata Resort, Atlantic City, NJ, 03/23-24/2022.	\$75.00	\$94.15	\$29.40	\$198.55	20-273-200-500-08-270

11. Motion to accept and approve the purchase of the Ambassador Interpreter Package, from Waverly Labs, amount not exceeding \$348.80, payable through Title III Funds.

12. Motion to accept and approve the following Out-of-State Field Trip:

Bergenfield High School Model UN Class to The Dalton School, NY on Sunday, May 1, 2022.  
Total students 14 with 2 chaperones.

13. Motion to accept and approve the attached HIB Report.

**8. Old Business: None**

## 9. New Business

- A. Motion to accept and approve the attached Specialty Contract for the 2021/2022 School Year.
- B. Motion to accept and approve the attached Tuition Contract for a sent Student for the 2021/2022 School Year.
- C. Motion to accept and approve the attached Tuition Contracts for Received Students for the 2021/2022 School Year.
- D. Motion to accept and approve the Tuition Contracts for Received Students for the 2022/2023 School Year.
- E. Motion to accept and approve the attached Use of Facilities.
- F. Motion to accept and approve the attached agreement with Care Plus for the 2022-2023 school year.
- G. Motion to accept and approve the following donations:

Scott & Donna Schroeder have donated \$500.00 to the Maria Vignola Scholarship Fund.

South Presbyterian Church of Bergenfield has donated \$2,000.00 to cover two scholarships for the Andrew C. Marchbank Scholarship.

Mr. & Mrs. Jeffrey Meissner requested the Meissner Philanthropy Fund to send a grant in the amount of \$2,000 to fund the 2022 Ruth Meissner Memorial Scholarship Fund.

Jeffrey Michnowski, 1976 Alumni, has donated \$500.00 towards The Spirit of '76 Academic/Sports Scholarship.

Illuminative Strategies Inc. has donated \$500.00 towards The Spirit of '76 Academic/Sports Scholarship.

G E Teresa Fargnoli has donated \$250.00 towards The Spirit of '76 Academic/Sports Scholarship.

- H. Motion to accept and approve the quote from CDWG for the purchase of vape detectors at a cost of \$7,914.48 on Cooperative Bid# ESCNJ18/19-03.
- I. Motion to accept and approve the following resolution:

WHEREAS, the Bergenfield Public School District Board of Education (“the Board”) and GL Group, Inc. (“the Contractor”) are parties to an agreement for Time and Materials Services: Resinous Flooring (“Agreement”) covering the period from July 1, 2021 through June 30, 2022; and

WHEREAS, the Agreement provides that the Board may renew the Agreement for up to two one-year terms or one two-year term, in accordance with N.J.S.A. 18A:18A-42; and

WHEREAS, the Contractor has not proposed an increase in pricing for the 2022-2023 school year, and

WHEREAS, the Board has determined that the Contractor has been rendering the Services in an effective and efficient manner and desires to extend the Agreement for the 2022-2023 school year; and

WHEREAS, the parties are desirous of amending the terms of the Agreement to memorialize and clarify the respective responsibilities and obligations of the parties; and

WHEREAS, the Parties are desirous of renewing the Agreement for the 2022-2023 school year at the negotiated rates for the 2021-2022 school year; and

NOW THEREFORE BE IT RESOLVED, the Board hereby approves the revised terms and conditions of the Addendum to the Agreement for the 2022-2023 school year, which is attached hereto.

BE IT FURTHER RESOLVED that the Board President and the Board Secretary are hereby authorized to execute the attached Addendum to the Agreement and any other documents necessary to effectuate the terms of this Resolution.

- J. Motion to accept and approve the attached District Wide Fire and Emergency Drills and School Bus Emergency Evacuation Drill Reports for April 2022.
- K. Motion to accept and approve the Memorandum of Understanding between the Bergenfield Board of Education and Big Brothers Big Sisters.
- L. Motion to accept and approve the quote from Ackerson Drapery to dry clean and flame proof the stage curtains at Roy W. Brown Middle School at a cost of \$4,540.00 on Cooperative Bid #65MCESCCPS-MRESC Bid #18/19-51.
- M. Motion to accept and approve the quote from Ackerson Drapery to dry clean and flame proof the stage curtains at Bergenfield High School at a cost of \$7,880 on Cooperative Bid #65MCESCCPS-MRESC Bid #18/19-51.
- N. Motion to accept and approve the following resolution:

WHEREAS, the Board has concluded that the proposal submitted by Aramark is the most advantageous to the School District, price and other factors considered; NOW, THEREFORE, BE IT RESOLVED that the Bergenfield Board of Education approve and award a contract for School Food Service Management for the 2022-2023 school year, with an option for four (4) one (1) year extensions thereafter at the Board's discretion, to Aramark Educational Services, LLC located at 1101 Market Street, 21st Floor Philadelphia, PA 19107, it is the recommendation of the Business Administrator that the Bergenfield Board of Education award the contract to Aramark (hereinafter referred to as the "FSMC"), subject to the following contractual provisions:

The FSMC shall receive, in addition to the costs of operation, a fee of \$0.27 per reimbursable meal and meal equivalent to compensate the Food Service Management Company for administrative and management costs. This fee shall be billed monthly as a cost of operation. The District guarantees the payment of such costs and fee to the FSMC.

The number of National School Lunch Program, and if applicable, Breakfast Program, At-Risk Afterschool Meals Program and After School Snacks Programs, meals served to children shall be determined by actual count. A "Meal Equivalent" provided by Aramark is determined by dividing the total of cash receipts, other than from sales of National School Lunch Program, and if applicable, Breakfast Program, At-Risk Afterschool Meals Program and After School Snacks Programs, meals, or Cash Equivalents, by the Equivalency Factor. The Equivalency Factor used to determine the number of Meal Equivalents served by Aramark shall be the amount of \$4.095

The per meal management fee of \$0.27 will be multiplied by total meals.

Aramark guarantees that the return to the District from the Food Service Program for the school year will be \$175,264. If the annual operating statement shows a return less than \$175,264, Aramark will pay the difference between the actual and the guaranteed amount. The FSMC reserves the right to recover any such reimbursement made during the current contract year from that year's Surplus on a monthly basis. Financial terms of the Contract are based upon the assumptions as stated in Guarantee Conditions and Assumptions, Paragraph 8, in the Contract. If there is a change in conditions, including, without limitation, changes to the following assumptions, the parties agree to enter into negotiations concerning the impact of such changes, and the financial terms of the Contract, including any guarantee, shall be adjusted accordingly.

O. Motion to accept and approve the following donation: Competitive Edge Products has donated \$10 for the Board to use at their discretion.

P. Motion to accept and approve the following resolution:

**WHEREAS**, the Bergenfield Board of Education advertised for bids the Franklin Elementary Art Room Conversion Project, Solutions Architecture Project No. SA21.140 ("the Project");

**WHEREAS**, on April 19, 2022, the Board received three bids for the Project;

**WHEREAS**, Premier Building & Construction Management, Inc. submitted a bid that was the lowest responsible bid and which was responsive in all material respects, with the following amounts: Base Bid, \$310,000.00; Alternate No. 1, add \$25,000.00; Alternate No. 2, add \$6,000.00; Alternate No. 3, add \$4,000.00; Alternate No. 4, add \$1,800.00; Alternate No. 5, add \$22,000.00, and Alternate No. 6, add \$6,000.00; and

**WHEREAS**, the Board desires to award the contract for the Project to Premier.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby awards the contract for the Project to Premier in a Total amount of \$363,000.00, which represents the base bid, plus Alternates 1, 5, and 6; and

**BE IT FURTHER RESOLVED** that the Board expressly conditions this award upon Premier furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Specifications and an executed agreement, as prepared by the Board Attorney, within ten days of the date hereof; and



**BE IT FURTHER RESOLVED** that the Board directs the Board Attorney to draft the agreement with Premier consistent with this Resolution and the terms contained in the bid documents and Specifications for the Project; and

**BE IT FURTHER RESOLVED** that the Board authorizes the Board President and the Board Secretary to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

- Q. Motion to accept and approve the General Fund and Fund 20 Inter-Account Transfers as per the attached list.

**10. Report and Recommendations of Business Administrator/Board Secretary**

Motion to accept and approve the following as presented:

- A. The Secretary's Report of Cash Balances as of March 31, 2022 reflecting a balance of \$16,500,682.56 and The Treasurer's Report of Cash Balances as of March 31, 2022 reflecting a balance of \$16,500,682.56.
- B. Final Vouchers for payment in the month of March 2022 in the total amount of \$10,148,433.45.
- C. Partial Vouchers for payment in the month of April 2022 in the total amount of \$
- D. Motion to accept and approve the following:

Pursuant to N.J.A.C. 6A:23-2.11(c)3, the Board of Education Secretary certifies that as of March 31, 2022 that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Board of Education Secretary certifies that as of March 31, 2022, after review of the District's monthly financial reports, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**11. Verbal Comments**

The Bergenfield Board of Education now opens the floor for our 2nd public comment for any other comments at this time.

**12. Adjournment**