

BERGENFIELD BOARD OF EDUCATION
BOARD OF EDUCATION
REORGANIZATION MEETING MINUTES

Wednesday January 3, 2024

6:00 PM

District Conference Room

Meeting Called to Order by the President

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Joseph Amara	Bergenfield Board of Education	President	Present	
Guadalupe Ruiz-Catala	Bergenfield Board of Education	Vice President	Present	
Nelson Reynoso	Bergenfield Board of Education	Trustee	Present	
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Fanny Cruz-Betesh	Bergenfield Board of Education	Trustee	Present	

Also present: C. Tully, D. Markman, J. Khoury-Frias, S. Biggins

Flag Salute

Statement of the President - Read by JoAnn Khoury-Frias, BA, Board Secretary

"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 on June 30, 2023; 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 the District Website on December 21, 2023."

Purpose

"This meeting has been called for the purpose of organizing the Bergenfield Board of Education for its 2023/2024 meetings and to conduct any business that may come before it."

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. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period. You will have an opportunity to make any other comments during the 2nd public comment session later in the meeting.

William Betesh - Parent

Congratulations to my wife on being part of the board.

Attachment: 1-3-2024 Reorg Meeting Minutes (10897 : January Minutes)

Business Administrator - JoAnn Khoury-Frias

1. Motion to accept and approve the official counts for the November 7, 2023 School Election for Candidates.

<u>Name of Candidate</u>	<u>Total Number of Votes</u>
Fanny Cruz Betesh	2,134
Lisa Escott	1,427
Heidi E. Saldana	749

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

Administering Oath of Office

Elected Board Member:

Please repeat after me:

I, Fanny Cruz-Betesh, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States.

I, Fanny Cruz-Betesh, do solemnly swear that I possess the qualifications prescribed by law for the office of member of a board of education and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability. So help me God. Furthermore, I affirm and declare that I am not disqualified as a voter pursuant to R.S. 19:4-1. So help me God.

Organization Actions

I will now accept nominations for President of the Board.

A. Nominations: Dr. Joseph Amara nominated by Guadalupe Ruiz-Catala

Dr. Amara, do you accept your nomination? Yes

Election of President of the Board. Dr. Joseph Amara

Voice Vote: 5 YES 0 NO

Attachment: 1-3-2024 Reorg Meeting Minutes (10897 : January Minutes)

President continues with Organizational Meeting

Trustee Podwin nominated Guadalupe Ruiz-Catala for Vice President of the Board.

Ms. Ruiz-Catala do you accept the nomination? Yes.

B. Nominations: Guadalupe Ruiz-Catala

Election of Vice-President of the Board. _____

Voice Vote: 5 YES 0 NO

1. Motion to accept and approve the adoption of the existing Policy Manual, Curriculum, Job Descriptions, Textbooks, Student Code of Conduct, position control roster, standard operating procedures, and other rules and regulations consistent with Board practice in effect, for the continuation of school operations for this 2024 meeting, and that changes, corrections or additions thereto may be determined by subsequent Board actions.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

2. Motion to accept and approve the following financial institutions as official depositories of school funds:

- TD Bank
- The State of New Jersey Cash Management Fund

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

3. Motion to accept and approve the President, Vice President, Business Administrator/Board Secretary, and Treasurer of School Monies as authorized signatories for all official documents, payrolls, warrants, contracts, etc., for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

4. Motion to accept and approve the preceding Monday as the regular meeting day of each month as the Executive Work Session and that the District Conference Room of the High School or designated other school building as the place(s) for holding said meetings, and that said meetings will commence no later than 7:00 P.M., or as provided for in the statute; the fourth Monday of each month as the regular meeting day, and there will only be one scheduled meeting for the months of July, August and December, and that the cafeteria of the High School or designated other school building as the place(s) for holding said meetings, and that said meetings will commence no later than 8:00 P.M., or as provided for in the statutes; also, a meeting be held on April 29, 2024 to approve the 2024/2025 school budget; also, that said meetings will be advertised in one of two (2) official newspapers so designated by the Board.

RESULT: APPROVED [UNANIMOUS]
MOVER: Guadalupe Ruiz-Catala, Vice President
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

5. Motion to accept and approve the following as official newspapers of the Board of Education:

The Record The Star Ledger

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

6. Motion to accept and approve the appointment of Sean Gately, as Treasurer of School Monies 7/1/2023-6/30/24.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

7. Motion to accept and approve the appointment of the firm of Fogarty and Hara as School Attorney from January 1, 2024 through December 31, 2024.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

8. Motion to accept and approve the appointment of School Auditors, Lerch, Vinci & Bliss through June 30, 2024.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

9. Motion to accept and approve the appointment of Solutions Architects as District Architect of Record through June 30, 2024.

RESULT: APPROVED [UNANIMOUS]
MOVER: Guadalupe Ruiz-Catala, Vice President
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

10. Motion to accept and approve the appointment of The Vozza Agency as the District's Insurance Agent and Risk Manager through June 30, 2024.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

11. Motion to accept and approve the appointment of Darlene Markman as District Affirmative Action Officer for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

12. Motion to accept and approve the Bond Renewal for JoAnn Khoury-Frias and Sean Gately with the Vozza Agency from 7/1/2023 - 7/1/2024.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

13. Motion to accept and approve JoAnn Khoury-Frias as IPM Coordinator for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

14. Motion to accept and approve JoAnn Khoury-Frias as the Designated Public Agency Compliance Officer (P.A.C.O.) for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

15. Motion to accept and approve to appoint JoAnn Khoury-Frias the Districts Official Wellness Champion for the NJ Well Program provided by the Division of Pensions and Benefits School Employees Health Benefit Program.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

16. Motion to accept and approve Petty Cash Funds for the 2023/2024 school year. (Maximums, withdrawals etc.)

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

17. Motion to accept and approve the Parliamentary Procedures for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

18. Motion to accept and approve the following tax shelters for the 2023/2024 school year.

Corebridge Financial	Equitable	Invesco	Lincoln	MetLife	Security Benefit	Brighthouse
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RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

19. Motion to accept and approve Omni Group, Inc. to continue as The Board's 403b and 457b Third Party Plan Administrator.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

20. Motion to accept and approve the Chart of Accounts.

RESULT: APPROVED [UNANIMOUS]
MOVER: Guadalupe Ruiz-Catala, Vice President
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

21. Motion to accept and approve the Procurement of Goods & Services through State Agencies Contracts.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

22. Motion to accept and approve JoAnn Khoury-Frias as Custodian of Records for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

23. Motion to accept and approve Christopher Tully as Designated NJ Department of EPA Person for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

24. Motion to accept and approve Christopher Tully as PEOSHA and Asbestos Management Coordinator for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

25. Motion to accept and approve Christopher Tully as Indoor Air Quality Designee for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

26. Motion to accept and approve the re-adoption of the Safety and Security Plan and Christopher Tully as the District Safety Committee Chairperson for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Guadalupe Ruiz-Catala, Vice President
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

27. Motion to accept and approve Steve Neff as primary and Christopher Tully as secondary Chemical Hygiene Officers for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

28. Motion to accept and approve Stephanie Machin as Homeless Liaison for the 2023/2024 School Year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

29. Motion to accept and approve Linda DePinto as Substance Awareness Coordinator for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

30. Motion to accept and approve Stephanie Machin as the Anti-Bullying Coordinator for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

31. Motion to accept and approve the collection and maintenance of student records according to 6A:32-7.3.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

32. Motion to accept and approve Robert's Rules of Order.

RESULT: APPROVED [UNANIMOUS]
MOVER: Guadalupe Ruiz-Catala, Vice President
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

33. Motion to accept and approve the implementation of the 2023/2024 School Budget.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

34. Motion to accept and approve the schedule to receive the tax levy for 2023/2024.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

35. Motion to accept and approve participation in NJSIAA.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

36. Motion to accept and approve that the district is in compliance with the Gun Free Schools Act of 1990.

RESULT: APPROVED [UNANIMOUS]
MOVER: Guadalupe Ruiz-Catala, Vice President
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

37. Motion to accept and approve the Code of Ethics for School Board Members.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

38. Motion to accept and approve JoAnn Khoury-Frias as Right to Know Officer for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

39. Motion to accept and approve the appointment of Dr. Christopher Tully as the District School Safety Specialist for the 2023/2024 school year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

40. Motion to accept and approve that the Bergenfield Board of Education approves the participation in the New Jersey School Employee Health Benefits Program to provide health benefits for school district employees for the calendar year 2024 at the established rates.

RESULT: APPROVED [UNANIMOUS]
MOVER: Guadalupe Ruiz-Catala, Vice President
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

41. Motion to accept and approve the School Business Administrator/Board Secretary as the person authorized to initiate a claim for payment and the Superintendent of Schools or a designee not under the direct supervision of the School Business Administrator/Board Secretary as the person responsible to review a claim for payment presented by the School Business Administrator/Board Secretary and authorize payment using an approved EFT method.

RESULT: APPROVED [UNANIMOUS]
MOVER: Guadalupe Ruiz-Catala, Vice President
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

42. Motion to accept and approve the following new and revised travel reimbursements payable through LEA and Title II Funds.

Name	Conference	Lodge	Meals	Mileage	Tolls/ Parking/Other	Account
D. Markman	2023 Annual Conference on Advancing School Mental Health, New Orleans, LA, 12/4 through 12/7/23	\$1100.13	\$259.00	-	\$207.80	20-273-200-500-15-270
S. Liguori	Northeast Conference on the Teaching of Foreign	-	\$118.50	\$25.90	\$38.00 (Ferry) \$84.20 (Taxi)	20-273-200-500-15-270

	Languages, Hilton Midtown, New York, NY February 23-24, 2024.					
M. Weigl	STS 54 th Annual NJ Pupil Transportation Conference, Atlantic City, NJ, March 20- 22, 2024	\$192.00	\$64.25	\$125.49	\$31.42 (Tolls) \$30.00 (Parking)	11-000-270-593-10-000
A. Hilburn	The NJ Ed Summit 2023- 2024, Monroe Township, NJ March 21, 2024	-	-	\$24.68	\$17.34	20-273-200-500-15-270

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

43. Motion to accept and approve the following new and revised travel reimbursements payable through LEA and Title II Funds.

Name	Conference	Lodge	Meals	Mileage	Tolls/ Parking/Other	Account
D. Markman	2023 Annual Conference on Advancing School Mental Health, New Orleans, LA, 12/4 through 12/7/23	\$1,100.13	\$259.00	-	\$207.80	20-273-200-500-15-270
S. Liguori	Northeast Conference on the Teaching of Foreign Languages, Hilton Midtown, New York, NY	-	\$118.50	\$25.90	\$38.00 (Ferry) \$84.20 (Taxi)	20-273-200-500-15-270

Attachment: 1-3-2024 Reorg Meeting Minutes (10897 : January Minutes)

	February 23-24, 2024.					
M. Weigl	STS 54 th Annual NJ Pupil Transportation Conference, Atlantic City, NJ, March 20-22, 2024	\$192.00	\$64.25	\$125.49	\$31.42 (Tolls) \$30.00 (Parking)	11-000-270-593-10-000
A. Hilburn	The NJ Ed Summit 2023-2024, Monroe Township, NJ March 21, 2024	-	-	\$24.68	\$17.34	20-273-200-500-15-270

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

44. Motion to accept and approve to Strike Motion 43 from the Record.

RESULT: APPROVED [UNANIMOUS]
MOVER: Guadalupe Ruiz-Catala, Vice President
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

Old Business: None

Verbal Comments

The Bergenfield Board of Education now opens the floor for our 2nd public comment for any other comments at this time. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period.

Jill Martinelli - Staff Member

On behalf of the BEA, welcome Trustee Cruz-Betesh and congratulations to President Amara and Vice President Ruiz-Catala on your re-election.

Attachment: 1-3-2024 Reorg Meeting Minutes (10897 : January Minutes)

Private Session:

1. Motion to go to Private Session. The Board will not reconvene to Public Session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

Adjournment

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

FYI Items

1. Posting for 1/3/24 Reorganization Meeting.
2. Oath for Fanny Cruz-Betesh.

**BERGENFIELD BOARD OF EDUCATION
BOARD OF EDUCATION
BUDGET WORKSHOP MINUTES**

Monday January 8, 2024**6:00 PM****District Conference Room**

Meeting Called to Order by the President

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Joseph Amara	Bergenfield Board of Education	President	Absent	
Guadalupe Ruiz-Catala	Bergenfield Board of Education	Vice President	Present	
Nelson Reynoso	Bergenfield Board of Education	Trustee	Late	6:05 PM
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Fanny Cruz-Betesh	Bergenfield Board of Education	Trustee	Present	

Also present: C. Tully, D. Markman, J. Khoury-Frias

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 December 29, 2023; 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 January 4, 2024."

Public Comment: None

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. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period. You will have an opportunity to make any other comments during the 2nd public comment session later in the meeting.

New Business

Presentation from Solutions Architecture - Nicole Smith and Tom Strauser

Public Comment: None

The Bergenfield Board of Education now opens the floor for our 2nd public comment for any other comments at this time. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period.

Attachment: 1-8-24 Budget Workshop Minutes (10897 : January Minutes)

Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Nelson Reynoso, Trustee
SECONDER:	Deborah Podwin, Trustee
AYES:	Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh
ABSENT:	Amara

Informational Items:

1. Budget Workshop Posting 1/8/24.

BERGENFIELD BOARD OF EDUCATION
BOARD OF EDUCATION
ACTION MEETING MINUTES

Monday January 8, 2024

6:30 PM

District Conference Room

Meeting Called to Order by the President

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Joseph Amara	Bergenfield Board of Education	President	Absent	
Guadalupe Ruiz-Catala	Bergenfield Board of Education	Vice President	Present	
Nelson Reynoso	Bergenfield Board of Education	Trustee	Present	
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Fanny Cruz-Betesh	Bergenfield Board of Education	Trustee	Present	

Also present: C. Tully, D. Markman, J. Khoury-Frias

Flag Salute: Waived

Statement of the President: Waived

"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 December 29, 2023; 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 January 4, 2024."

Public Comment: None

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New Business

1. Motion to accept and approve the agreement between Lincoln Technical Institute and the Bergenfield Board of Education for providing Automotive Technology Classes to Bergenfield High School Students.

Attachment: 1-8-24 Action Meeting Minutes (10897 : January Minutes)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Fanny Cruz-Betesh, Trustee
AYES:	Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh
ABSENT:	Amara

Public Comment: None

The Bergenfield Board of Education now opens the floor for our 2nd public comment for any other comments at this time. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period.

Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Nelson Reynoso, Trustee
SECONDER:	Deborah Podwin, Trustee
AYES:	Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh
ABSENT:	Amara

Attachment: 1-8-24 Action Meeting Minutes (10897 : January Minutes)

BERGENFIELD BOARD OF EDUCATION
BOARD OF EDUCATION
BUDGET WORKSHOP MINUTES

Monday January 29, 2024

6:00 PM

District Conference Room

Meeting Called to Order by the President

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Joseph Amara	Bergenfield Board of Education	President	Present	
Guadalupe Ruiz-Catala	Bergenfield Board of Education	Vice President	Present	
Nelson Reynoso	Bergenfield Board of Education	Trustee	Present	
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Fanny Cruz-Betesh	Bergenfield Board of Education	Trustee	Present	

Also present: C. Tully, D. Markman, J. Khoury-Frias, S. Biggins

Flag Salute: Waived

Statement of the President: Waived

"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 December 29, 2023; 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 January 23, 2024.

Public Comment

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. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period. You will have an opportunity to make any other comments during the 2nd public comment session later in the meeting.

Ms. Martin - 8th Grade Teacher/Parent

Thanked the Board for allowing the return of the 8th Grade Field Trip.

New Business

Budget Overview from Dr. Tully.

Attachment: 1-29-2024 Budget Workshop Minutes (10897 : January Minutes)

Public Comment: None

The Bergenfield Board of Education now opens the floor for our 2nd public comment for any other comments at this time. Participants shall be limited to a three-minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period.

Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

Informational Items:

1. Posting for 1/29/24 Meetings.
2. Budget Presentation

Attachment: 1-29-2024 Budget Workshop Minutes (10897 : January Minutes)

BERGENFIELD BOARD OF EDUCATION
BOARD OF EDUCATION
MINUTES FOR THE CAUCUS MEETING

Monday January 29, 2024

7:00 PM

District Conference Room

- 1. Meeting Called to Order by the President**
- 2. Roll Call**

Attendee Name	Organization	Title	Status	Arrived
Joseph Amara	Bergenfield Board of Education	President	Present	
Guadalupe Ruiz-Catala	Bergenfield Board of Education	Vice President	Present	
Nelson Reynoso	Bergenfield Board of Education	Trustee	Present	
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Fanny Cruz-Betesh	Bergenfield Board of Education	Trustee	Present	

Also present: C. Tully, D. Markman, J. Khoury-Frias, S. Biggins

Flag Salute: Waived

Statement of the President: Waived

"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, 2023; 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 January 24, 2024."

- 3. Verbal Comments: None**

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. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period. 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**

Attachment: 1-29-2024 Regular Meeting Minutes (10897 : January Minutes)

6. Verbal Comments

The Bergenfield Board of Education now opens the floor for our 2nd public comment for any other comments at this time. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period.

Jennifer Cerezo thanked the Board of Education for being a part of the Franklin PTO.

Fanny Bonilla thanked the Board of Education for being a part of the Washington PTO.

7. Motion to go to Private Session

1. Tonight's personnel.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

8. Motion to Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

The Bergenfield Board of Education now opens the floor for our 2nd public comment for any other comments at this time. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period.

Vanessa Fraco - Parent

Thanked the Board for bringing back the 8th grade field trip.

Andre Bezerra - Medical Essential Diagnostics

Presented his company's services.

Brian Timmons - Music Coordinator

Thanked the Board for approving the trip to Carnegie Hall.

Anthony Rapetti - BEA President

Thanked the Board for the bleed its and asked about PD for teachers.

BERGENFIELD BOARD OF EDUCATION

BOARD OF EDUCATION

MINUTES FOR THE REGULAR MEETING

Monday January 29, 2024

8:00 PM

Front Cafeteria of the High School

1. Meeting called to order by the President

2. Roll Call

Attendee Name	Organization	Title	Status	Arrived
Joseph Amara	Bergenfield Board of Education	President	Present	
Guadalupe Ruiz-Catala	Bergenfield Board of Education	Vice President	Present	
Nelson Reynoso	Bergenfield Board of Education	Trustee	Present	
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Fanny Cruz-Betesh	Bergenfield Board of Education	Trustee	Present	

Also present: C. Tully, D. Markman, J. Khoury-Frias, S. Biggins, V. Woods (Student Representative)

B. 2023/2024 Board Goals

1. Continue to raise academic achievement levels of all students all subject areas to maintain ranking as a top tier school district
2. Continue to promote a supportive environment that promotes diversity, equity, and inclusive programming and curriculum for all
3. Continue to provide opportunities to expand critical thinking skills, SEL competencies, civic involvement, environmental awareness, and information literacy skills
4. Review, modify, and expand co-curricular activities, experiential learning, and community service opportunities
5. Continue to broaden public engagement with parents, students, and community while increasing parental engagement in the educational process

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, 2023; 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 January 23, 2024."

Attachment: 1-29-2024 Regular Meeting Minutes (10897 : January Minutes)

3. Presentation:

Lerch, Vinci & Bliss - Jeff Bliss - 2023 Audit

Board of Education thanked the staff for their hard work on the audit.

4. Minutes

1. Motion to accept and approve the Minutes for December 2023.

RESULT:	APPROVED [4 TO 0]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Vice President
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin
ABSTAIN:	Cruz-Betesh

5. Written Communication: None

6. Verbal Comments: None

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. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period. 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. Student Representative Report

Last week, the snow had caused delayed openings, which put the school district behind at a crucial point of the school year: the end of 2nd marking period. The two delayed openings and the early dismissal on Friday halted and postponed various academic and extracurricular endeavors. The weather created difficulties for students commuting to school, which also resulted in an abundance of late infractions. Students have voiced concerns about this due to the weather, as no grace period was given to those whose commutes were made difficult by the weather. Despite the snow causing delays throughout the district, the Bergenfield High School community has persevered! As marking period 2 comes to an end tomorrow, students and faculty alike have been diligently working to complete all requirements necessary to finish the marking period on time. Along with these scholarly accomplishments, the student body has continued with activities.

The Student Congresses of BHS have engaged in a variety of activities and plans to raise funds and foster community involvement. Freshman Congress aspires to fundraise with a Valentine's Day Bake Sale while the Sophomore Congress is designing class merchandise and planning a Ping Pong Tournament. Junior Congress recently held a successful bake sale and is planning to host a badminton tournament as well as a "Kissing the Seniors Goodbye" fundraiser (in which they'll sell Kiss Chocolates). Pending approval, they also hope to host a Family Feud Trivia

fundraiser in which teachers would participate in a Family Feud style game. Senior Congress has numerous activities lined up as they are planning to do Valentine's Day Grams, another gas fundraiser at BP, the March Madness Basketball Tournament and the annual Powder Puff Games. They will also be hosting the Talent Show, which was postponed due to the School Musical.

While on the topic of the School Musical, rehearsals for Once on this Island have begun and tickets are now available for purchase at bergenfieldtheatre.ludus.com. The Musical will be performed on March 7th, 8th and 9th and tickets are \$5 for students and staff. Along with this, the Acting/Theatre 2 class of BHS will be holding the first ever Theatre 2 Scene Night this Thursday. In this performance, every student taking Theatre 2 will be performing contemporary monologues and take on Shakespeare scenes. Performances start at 7:00 pm, and admission is free! Finally, the National Art Honor Society will be selling Pick up line Valentine's this week in the commons during lunch.

Regardless of the challenges Bergenfield has recently faced, the community continues to prevail!

B. General Recommendations

1. Motion to accept and approve the Personnel Recommendations.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Fanny Cruz-Betesh, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

2. Motion to accept and approve the continuation of student suspensions for students whose names are annexed in the Superintendent's Office.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Nelson Reynoso, Trustee
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

3. Motion to accept and approve the Annual Meeting between the Bergenfield Board of Education and Bergenfield Law Enforcement Officials - Uniform Memorandum of Agreement 2023/2024.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Nelson Reynoso, Trustee
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

4. Motion to accept and approve the Annual Meeting between the Bergenfield Board of Education and Teaneck Law Enforcement Officials - Uniform Memorandum of Agreement 2023/2024.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

5. Motion to accept and approve the purchase of SEL instructional supplies from Really Good Stuff LLC for Roy W. Brown Middle school students, in the amount not exceeding \$1,591.97, payable through Title I Funds.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

6. Motion to accept and approve the following Out-of-State Field Trips:

Bergenfield High School honors wind ensemble students to Carnegie Hall, New York City on Monday and Tuesday, March 18 & 19, 2024. Total 50 students with 4 chaperones.

Bergenfield High School NAHS students to Museum of Modern Art, New York on Wednesday, February 21, 2024. Total 20 Students with 2 Chaperones.

Bergenfield High School AP Biology students to DNA Learning Center, Cold Spring Harbor, NY on Thursday, March 28, 2024. Total 33 Students with 3 Chaperones.

Bergenfield High School French IV Honors AP Class to "Lycee Fransais de New York" on Friday, February 2, 2024. Total 9 Students with 2 Chaperones.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

7. Motion to accept and approve the following In-State-Field Trip

Roy W. Brown Middle School Grade 8 trip to Six Flags Great Adventure on June 12, 2024. Number of students is approximately 250 and approximately 27 chaperones.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

8. Motion to accept and approve the purchase of instructional supplies for the STEM Program at Roy W. Brown Middle School, from Dynamic Learning Experiences LLC, amount not exceeding \$5,847.00, payable through Title IV Funds.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

9. Motion to accept and approve the in-District Professional Development for Elementary Math teachers, provided by Staff Development Workshops, one day in each building for five days in the Spring of 2024, amount not to exceed \$9,000.00, payable out of ESSER III Funds.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

10. Motion to accept and approve Professional Development on Tiered Interventions for elementary level teachers, provided by Staff Development Workshops, three virtual sessions in the Spring of 2024, amount not to exceed \$3,600.00, payable out of Title II.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

11. Motion to accept and approve the Latino Family Literacy Project facilitator training for Roy W. Brown Middle School and Bergenfield High School, provided by Lectura, Inc., payable through Title III Immigrant Funds in the amount of \$200.00.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

12. Motion to accept and approve Professional Development on Tiered Interventions for secondary level teachers, provided by Staff Development Workshops, three virtual sessions in the Spring of 2024, amount not to exceed \$3,600.00, payable out of Title II.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

13. Motion to accept and approve the Second Reading of the following Revised Policies and Regulations:

Policy 2270	Religion in Schools
Policy 2419	School Threat Assessment Teams
Policy 3161	Examination for Cause
Policy 4161	
Policy 3212	Attendance - Teaching Staff Attendance -
Policy 4212	Support Staff
Policy 5111	Eligibility of Resident/Nonresident Students
Regulation 5111	
Policy 5116	Education of Homeless Children and Youths
Regulation 5116	
Policy 8500	Food Services

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

14. Second Reading of Regulation #R2419 - School Threat Assessment Teams

Regulation 2419	School Threat Assessment Teams
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RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

15. Motion to accept and approve the First Reading of the following Policy:

Policy # 2560.50 - Therapy Dog

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

16. Motion to accept and approve the Biannual Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2023/2024 School Year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

17. Motion to accept and approve the following new and revised courses to be offered at Bergenfield High School during the 2024-2025 school year.

1. AP African American Studies (New) (full year)
2. Introduction to Engineering (New) (half year)
3. Marine Biology (Revised) (half year)

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

18. Motion to accept and approve the January HIB Monthly Report.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

Attachment: 1-29-2024 Regular Meeting Minutes (10897 : January Minutes)

19. Motion to accept and approve the following conference payable out of Title II Funds.

<u>Name(s)</u>	<u>Position</u>	<u>Conference</u>	<u>Account Number</u>	<u>Cost</u>	<u>Source of Funds</u>
D. Massey	Guidance Counselor	PACE University Counselor Event, Pleasantville, NY 04/12/24	-	\$0.00	-

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

20. Motion to accept and approve the following travel reimbursement payable through Title II Funds.

<u>Name</u>	<u>Conference</u>	<u>Lodge</u>	<u>Meals</u>	<u>Mileage</u>	<u>Tolls/ Parking /Other</u>	<u>Account</u>
D. Massey	PACE University Counselor Event, Pleasantville, NY 04/12/2024	-	-	\$14.24	\$6.25 (Tolls)	20-273-200-500-15-270

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

21. Motion to accept and approve the purchase of supplies for the SEL classrooms at Washington Elementary School, from Amazon.com LLC, amount not exceeding \$184.16, payable through Title IV Funds.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Deborah Podwin, Trustee
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

22. Motion to accept and approve the Special Education Monthly Report for January 2024.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Nelson Reynoso, Trustee
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

8. Old Business: None

9. New Business

Block vote motions A-L.

A. Motion to accept and approve the Tuition Contract(s) with Bergen County Special Services for the 2023/2024 School Year.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Vice President
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

B. Motion to accept and approve the Tuition Contract(s) for Received Student(s) for the 2023/2024 School Year.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Vice President
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

C. Motion to accept and approve the Transportation Contract as Host District for the 2023/2024 School Year.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Vice President
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

D. Motion to accept and approve the Specialty Contracts for the 2023/2024 School Year.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Vice President
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

- E. Motion to accept and approve the Tuition Contract for out of District Placement for the 2023/2024 School Year.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

- F. Motion to accept and approve the Use of Facilities.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

- G. Motion to accept and approve the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance 2023-2024.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

- H. Motion to accept and approve the proposal from Combustion Services for the boiler repair at Roy W. Brown Middle School at a cost of \$10,750 on Cooperative Bid Ed Data# 12191.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

- I. Motion to accept and approve the proposal from Combustion Services for the boiler repair at Roy W. Brown Middle School at a cost of \$20,623 on Cooperative Bid Ed Data # 12191.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
AYES: Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

J. Motion to accept and approve the following donations:

Little Explorers Learning Center, Inc. has donated \$500.00 to the Bergenfield High School Dance Team.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Vice President
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

K. Motion to accept and approve the June 30, 2023 Audit Report from Lerch, Vinci & Bliss.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Vice President
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

L. Motion to accept and approve the General Fund and Fund 20 Inter-Account Transfers for December 2023.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Vice President
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

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 December 31, 2023 reflecting a balance of \$19,932,397.61 and The Treasurer's Report of Cash Balances as of December 31, 2023 reflecting a balance of \$19,932,397.61.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

B. Final Vouchers for payment in the month of December 2023 in the total amount of \$10,096,750.72.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

C. Partial Vouchers for payment in the month of January 2024 in the total amount of \$8,690,002.55

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

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 December 31, 2023 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 December 31, 2023, 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.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Deborah Podwin, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

11. Verbal Comments

The Bergenfield Board of Education now opens the floor for our 2nd public comment for any other comments at this time. Participants shall be limited to a three minutes time limit and shall identify themselves before speaking. There will be a limit of 30 minutes for this public comment period.

Vanessa Fraco - Parent

Thanked the Board for bringing back the 8th grade field trip.

Andre Bezerra - Medical Essential Diagnostics

Presented his company's services.

Brian Timmons - Music Coordinator

Thanked the Board for approving the trip to Carnegie Hall.

Anthony Rapetti - BEA President

Thanked the Board for the bleed its and asked about PD for teachers.

12. Adjournment

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Vice President
SECONDER:	Deborah Podwin, Trustee
AYES:	Amara, Ruiz-Catala, Reynoso, Podwin, Cruz-Betesh

13. Private Session:

Motion to go to Private Session in the Superintendent's Office. The Board will not reconvene.

Updates of the following:

- 1967 Legal Issue
- Residential Issue
- HIB

Tuition Contracts for Board Approval in February 2024
For 2023-2024

[illegible]

Use Of Facilities
Monday, February 26, 2024
TO: Bergenfield Board of Ed.

Organization	Function	Location	Event Date	Event Time	Int	Ext	Cost Org	Cost To Board	Schedule
BHS Athletics	Open Gym (Volleyball) 2024	Bergenfield High School BHS Back Gym, Bergenfield High School BHS Main Gym	Wednesday, February 28, 2024 Monday, March 4, 2024 Wednesday, March 6, 2024 Thursday, March 7, 2024	3:15 PM - 5:30 PM	X			None	4646
RWB Staff	RWB Drama Club Performance	Roy W Brown Middle School RWB Auditorium	Thursday, June 6, 2024	5:30 PM - 7:30 PM	X			None	4647
BHS Athletics	BHS Sports Spring 2024	Bergenfield High School BHS Back Gym, Bergenfield High School BHS Main Gym	Monday to Friday Starting Monday, March 11, 2024 Ending Tuesday, June 18, 2024	3:00 PM - 9:00 PM	X			None	4648
BHS Staff	2025 Badminton tournament	Bergenfield High School BHS Main Gym	Tuesday, March 5, 2024	3:00 PM - 5:00 PM	X			None	4655

[Signature]
Signature

2/28/24
Date

* Pending receipt of insurance documents

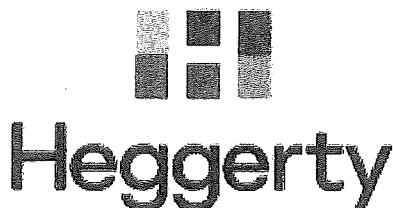
Bergenfield Special Education Services
Monthly Report to the Board of Education
As of February 6, 2024

Date: 2/6/24

Submitted by Lorry Booth, Ph.D. 

Attachment: 2-6-24 Monthly Report (10975 : 2/6/24 Special Education Monthly Report)

	Previous Year	Current School Year			% of Students of 3753 total Pop (as of 10/15/23)	% Change from previous month	% Change from start of year
	2/8/2023	Start of Year 9/12/23	Previous Month 1/24/24	2/6/2024			
IN-DISTRICT	(These numbers include Bergenfield students only)						
Self-Contained							
Preschool Disabled	35	27	31	32		3.23	18.52
PEA Preschool Program	11	17	17	17		0.00	0.00
Learn/Lang Disabled	68	72	73	73		0.00	1.39
Multiple Disabled	14	9	9	9	3	0.00	0.00
Tri-Valley Preschool	28	18	22	22	20	0.00	22.22
Tri-Valley Elementary	37	47	47	47	14	0.00	0.00
Tri-Valley Middle School	5	4	4	4	0	0.00	0.00
Tri-Valley High School	7	8	8	8	1	0.00	0.00
Resource K-12	316	326	328	329	1	0.30	0.92
Fully Mainstreamed	29	30	33	33		0.00	10.00
Home Instruction	1	0	0	0		#DIV/0!	0.00
Alternative Programs	7	13	15	15	0	0.00	15.38
In-District Total	558	571	587	589		0.34	3.15
OUT-OF-DISTRICT							
Private	29	33	32	34		6.25	3.03
BCSS	13	13	13	13		0.00	0.00
Other Public	11	10	10	10		0.00	0.00
Non-Public (Legal)	10	10	9	9		0.00	-10.00
Vo-Tech / Eastwick	8	8	8	8		0.00	0.00
Out-of-District Totals	71	74	72	74		2.78	0.00
TOTALS	629	645	659	663	39	17.7%	2.79



Heggerty
805 Lake Street, #293
Oak Park, IL 60301
708-366-5947 (phone)
orders@heggerty.org
www.heggerty.org

Price Quote #634834

Bill To Tom Lawrence Bergenfield Public School District 225 West Clinton Ave Bergenfield, NJ 07621 tlawrence@bergenfield.org	Ship To Tom Lawrence Bergenfield Public School District 225 West Clinton Ave Bergenfield, NJ 07621
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Date of Quote: January 25, 2024

Expiration Date: April 24, 2024

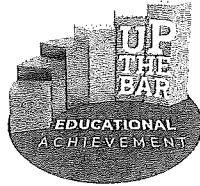
ISBN/SKU	Quantity	Product	Unit Price	Price
978-1-960968-41-8	1	Heggerty Library—Kindergarten, Series 1 (Classroom Set)	239	239
978-1-960968-42-5	1	Heggerty Library—Grade 1, Series 1 (Classroom Set)	359	359
			Subtotal:	\$598
			Shipping:	\$47.84 via UPS - Ground
			Tax:	\$42.78
			Total:	\$688.62

Vendor Information

Literacy Resources, LLC
FEIN: 84-4218337
District Vendor #: N/A

Quote Terms:

1. This quote does not constitute an order. To place an order, click "accept" on this quote and complete payment, or submit an official district Purchase Order by email to orders@heggerty.org.
2. All contents of the Phonemic Awareness curricula and supplementary materials are fully copyright protected. The reproduction by any means, resale, and/or redistribution of this curriculum is strictly prohibited.
3. LRL is only required to collect sales tax for orders shipped within Illinois. Districts outside of Illinois that are not tax



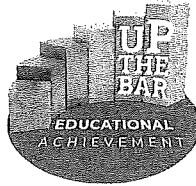
Proposal for Bergenfield School District Sheltered English Instruction Professional Learning 2023-2024 School Year

Initiative Overview

The Bergenfield School District is dedicated to cultivating an inclusive culture and climate that equips all students with a love for learning that will position them for success. Through the implementation of Sheltered English Instruction (SEI) strategies, teachers can craft a culture that is both accommodating and challenging for students. The SEI philosophy is one that promotes comprehensible input while also targeting cognitive, metacognitive, and social learning strategies. Students emerge from SEI-infused classrooms with a more complete understanding of who they are as learners, what strengths and learning strategies they possess, and an understanding of what challenges them.

With a background ranging from teaching to administration, Up the Bar Educational Achievement truly understands the tremendous challenges that districts face as they strive to create inclusive environments. Our professional learning methods go beyond simply imparting knowledge to teachers. Up the Bar prides itself on being Implementation Experts, not only educating teachers on the 'what' and 'why' of adopting best practices, but also guiding them through the 'how' to achieve results. It is this critical stage of follow through that defines Up the Bar as the transformative, meaningful option for authentic and sincere professional development.

To that end, it is recommended that Up the Bar Educational Achievement continue its long-term partnership with the Bergenfield School District. The goal of this partnership is to efficiently affect a cultural shift throughout each of the schools, articulating consistency and a common language that is critical to achieve the district vision of excellence and equity. The means to meeting this goal will be to provide district faculty the comprehensive training, guidance, and support that is required to Up the Bar on the level of leadership and knowledge they impart within their respective school communities.

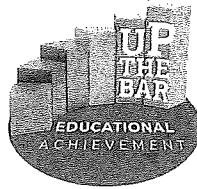


Sheltered English Instruction Professional Learning

Designed to establish a learning community through sustained and consistent engagement throughout the year, building trust and laying the groundwork in areas that are critical to the success of ALL students. **Two full-day classes for cohorts of up to 24 teachers**, tailored to thoroughly investigate how to strategically and thoughtfully plan for instruction so that all students have equitable access to content while developing all of their linguistic and cultural skills. Emphasis is placed on implementation as homework will be assigned, and email communication will be encouraged between classes to maintain momentum and accountability.

Fees for the 2023-2024 School Year

- \$2,500 per day x 4 days = \$10,000



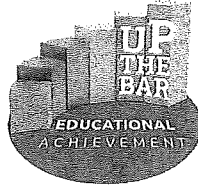
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Fees for the 2023-2024 School Year

- \$2,500 per day x 4 days = \$10,000

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BILL TO
Bergenfield Board of Education

SHIP TO
Bergenfield Board of Education

1206
DATE 02/02/2024
TERMS Net 30
DUE DATE 03/03/2024

DATE	ACTIVITY	QTY	RATE	AMOUNT
02/02/2024	SEL Digital Curriculum	1	2,400.00	2,400.00

sonny@my-robin.com
Vendor # MYR449241

BALANCE DUE

\$2,400.00

Payment Information

Electronic:
Routing Number: 021000021
Account Number: 661076890

EIN# 85-3449241
NYC DOE Vendor # MYR449241
NYC MWBE Certification # MWCERT2023-547

Attachment: Robin - Invoice 1206 (10973 : Robin - SEL - RWB - ESSER III)

POLICY GUIDE

ADMINISTRATION

1642.01/page 1 of 3

Sick Leave

First Reading: December 18, 2023

Second Reading: January 29, 2024

1642.01 SICK LEAVE

The Board of Education shall grant sick leave in accordance with N.J.S.A. 18A:30-2. All persons holding any office, position, or employment in the school district, who are steadily employed by the Board or who are protected by tenure in their office, position, or employment under the provisions of this or any other law, except persons in the classified service of the civil service under Title 11, Civil Service, of the Revised Statutes shall be allowed sick leave in accordance with N.J.S.A. 18A:30-2.

Pursuant to N.J.S.A. 18A:30-1.a., sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:

1. The employee is personally ill or injured;
2. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
3. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
4. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - a. Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - b. Services from a designated domestic violence agency or other victim services organization;

Attachment: Policy #1642.01 - Sick Leave Administration (10955 : Second Reading of Policy & Regulation #1642.01 - Sick Leave)



POLICY GUIDE

ADMINISTRATION

1642.01/page 2 of 3

Sick Leave

- c. Psychological or other counseling;
 - d. Relocation; or
 - e. Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;
5. The death of a family member for up to seven days;
 6. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;
 7. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor due to an epidemic or other public health emergency;
 8. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.

N.J.S.A. 18A:30-1, this Policy, and Regulation 1642.01 shall not supersede any law providing collective bargaining rights for school district employees, and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights pursuant to N.J.S.A. 18A:30-1.b.

The Board reserves the right to require of any employee who claims sick leave sufficient proof in accordance with N.J.S.A. 18A:30-4 and Section C. of Regulation 1642.01.

Attachment: Policy #1642.01 - Sick Leave Administration (10955 : Second Reading of Policy & Regulation #1642.01 - Sick Leave)



POLICY GUIDE

ADMINISTRATION

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Sick Leave

The Superintendent or designee will prepare rules for the administration of N.J.S.A. 18A:30-1, N.J.S.A. 18A:30-4, this Policy, and Regulation 1642.01, which shall be binding on all employees.

The Superintendent or designee will submit to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified. The willful misuse of sick leave may be subject to discipline.

29 U.S.C. 2601 et seq.

N.J.S.A. 18A:30-1; 18A:30-2; 18A:30-4

Adopted:



REGULATION GUIDE

ADMINISTRATION

R 1642.01/page 1 of 7

Sick Leave

First Reading: December 18, 2023

Second Reading: January 29, 2024

R 1642.01 SICK LEAVE

A. Definitions – N.J.S.A. 18A:30-1.c. and 18A:30-4.i.

1. “Certified Domestic Violence Specialist” means a person who has fulfilled the requirements of certification as a Domestic Violence Specialist established by the New Jersey Association of Domestic Violence Professionals.
2. “Child” means a biological, adopted or foster child, stepchild or legal ward of an employee, child of a domestic partner or civil union partner of the employee.
3. “Designated domestic violence agency” means a county-wide organization whose primary purpose is to provide services to victims of domestic violence and which provides services that conform to the core domestic violence services profile as defined by the Division of Child Protection and Permanency in the Department of Children and Families and is under contract with the division for the express purpose of providing the services.
4. “Domestic or sexual violence” means stalking, any sexually violent offense, as defined in N.J.S.A. 30:4-27.26, or domestic violence as defined in N.J.S.A. 2C:25-19 and N.J.S.A. 17:29B-16.
5. “Family member” means a child, grandchild, sibling, spouse, domestic partner, civil union partner, parent, or grandparent of an employee, or a spouse, domestic partner, or civil union partner of a parent or grandparent of the employee, or a sibling of a spouse, domestic partner, or civil union partner of the employee, or any other individual related by blood to the employee or whose close association with the employee is the equivalent of a family relationship.
6. “Health care professional” means any person licensed under Federal, State, or local law or the laws of a foreign nation, to provide health care services, or any other person who has been authorized to provide health care by a licensed health care professional including, but not limited to, doctors, nurses, and emergency room personnel.

Attachment: Regulation #R1642.01 - Sick Leave - Administration (10955 : Second Reading of Policy & Regulation #1642.01 - Sick Leave)



REGULATION GUIDE

ADMINISTRATION
R 1642.01/page 2 of 7
Sick Leave

7. "Supervisor" means the building or district administrative staff member designated by the Superintendent who is responsible for supervising the employee.

B. Eligibility for Sick Leave – N.J.S.A. 18A:30-1

1. Sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:
- a. The employee is personally ill or injured;
 - b. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
 - c. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
 - d. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - (1) Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - (2) Services from a designated domestic violence agency or other victim services organization;
 - (3) Psychological or other counseling;
 - (4) Relocation; or



REGULATION GUIDE

ADMINISTRATION
R 1642.01/page 3 of 7
Sick Leave

- (5) Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;
 - e. The death of a family member for up to seven days;
 - f. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;
 - g. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor, due to an epidemic or other public health emergency; or
 - h. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.
2. N.J.S.A. 18A:30-1, Policy 1642.01, and this Regulation shall not supersede any law providing collective bargaining rights for school district employees and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights.
- C. Physician's Certificate Required for Sick Leave – N.J.S.A. 18A:30-4
- 1. In case of sick leave claimed due to personal illness or injury, the Board of Education may require a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave.

Attachment: Regulation #R1642.01 - Sick Leave - Administration (10955 : Second Reading of Policy & Regulation #1642.01 - Sick Leave)



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ADMINISTRATION
R 1642.01/page 4 of 7
Sick Leave

2. If an employee's need to use sick leave as defined pursuant to N.J.S.A. 18A:30-1 and B. above is foreseeable, the Board may require advance notice, not to exceed seven calendar days prior to the date the leave is to begin, of the intention to use the leave and its expected duration, and the employee shall make a reasonable effort to schedule the use of sick leave in a manner that does not unduly disrupt the operations of the Board.
3. If the reason for the leave is not foreseeable, the Board of Education may require an employee to give notice of the intention as soon as practicable, provided the Board of Education has notified the employee of this requirement.
4. The Board may prohibit an employee from using foreseeable sick leave on certain dates, and require reasonable documentation if sick leave that is not foreseeable is used during those dates.
5. In case of sick leave claimed for three or more consecutive days, the Board may require reasonable documentation that the leave is being taken for a purpose permitted pursuant to N.J.S.A. 18A:30-1.a. and B.1. above.
6. If the leave is permitted under N.J.S.A. 18A:30-1.a.(2) or (3) and B.1.b. or c. above, documentation signed by a health care professional who is treating the employee or the family member of the employee indicating the need for the leave and, if possible, the number of days of leave, shall be considered reasonable documentation.
7. If the leave is permitted under N.J.S.A. 18A:30-1.a.(4) and B.1.d. above because of domestic or sexual violence, any of the following shall be considered reasonable documentation of the domestic or sexual violence:
 - a. Medical documentation;
 - b. A law enforcement agency record or report;
 - c. A court order;



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ADMINISTRATION

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Sick Leave

- d. Documentation that the perpetrator of the domestic or sexual violence has been convicted of a domestic or sexual violence offense;
 - e. Certification from a certified Domestic Violence Specialist or a representative of a designated domestic violence agency or other victim services organization; or
 - f. Other documentation or certification provided by a social worker, counselor, member of the clergy, shelter worker, health care professional, attorney, or other professional who has assisted the employee or family member in dealing with the domestic or sexual violence.
8. If the leave is permitted under N.J.S.A. 18A:30-1.a.(7) and B.1.g. above, a copy of the order of the public official or the determination by the health authority shall be considered reasonable documentation.

D. Sick Leave Charges

- 1. An employee who is absent prior to working $\frac{1}{2}$ of their contractual work day shall be charged a full sick day if the employee's reason for absence is covered by N.J.S.A. 18A:30-1.
- 2. A sick leave day once commenced may be reinstated as a working day only with the approval of the Superintendent or designee.
- 3. An employee absent on sick leave on a day when the school is closed early for emergency reasons will be charged with a full sick leave day.
- 4. An employee scheduled for a sick leave absence on a day on which the schools do not open because of an emergency will not be charged with a sick leave day.

E. Readmission After Disability

- 1. An employee absent on sick leave, covered under N.J.S.A. 18A:30-1.a.(1); (2); and (8) and B.1.a.; b.; and h., for more than five consecutive working days who wishes to return to work shall

Attachment: Regulation #R1642.01 - Sick Leave - Administration (10955 : Second Reading of Policy & Regulation #1642.01 - Sick Leave)



REGULATION GUIDE

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R 1642.01/page 6 of 7
Sick Leave

submit the signed statement of their physician or institution indicating the employee's fitness to perform their duties.

2. The Board may, at its discretion, require the employee submit to an examination by a physician or institution designated by the Board to confirm the information submitted by the employee's physician or institution.

- a. The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board.

3. If the results of the examination conducted pursuant to paragraph E.2. above are inconsistent with the statement of the employee's physician in E.1. above, the employee and the Board shall agree to a third physician or institution to conduct the examination. The Board shall bear the cost of this third examination.

F. Accumulation of Sick Leave

1. If any employee requires in any school year less than the specified number of days of sick leave with pay allowed, all days of such minimum sick leave not utilized that year shall be accumulative to be used for additional sick leave as needed in subsequent years in accordance with N.J.S.A. 18A:30-3.

G. Exhaustion of Sick Leave

1. The Superintendent or designee shall monitor employee accumulated sick leave and charge an employee's accumulated sick leave.
 - a. Sick leave will be charged, first, to the sick leave newly available in the employee's current contract year and, when that sick leave entitlement is exhausted, to the employee's accumulated sick leave.

H. Records

Attachment: Regulation #R1642.01 - Sick Leave - Administration (10955 : Second Reading of Policy & Regulation #1642.01 - Sick Leave)



REGULATION GUIDE

ADMINISTRATION

R 1642.01/page 7 of 7

Sick Leave

1. The personnel file of each person employed by this district will include an accurate record of the employee's use and accumulation of sick leave days.
 - a. The Superintendent or designee will maintain the employee's record of accumulated sick leave in accordance with Policy 1642.01 and this Regulation.
2. Each employee's attendance record will record the reason for any absence.

Issued:



POLICY GUIDE

PROGRAM

2560.50/page 1 of 4

Service Dog

First Reading: January 29, 2024

Second Reading: February 26, 2024

2560.50 Service Dog

The School District supports the use of therapy dogs for the benefit of its students, subject to the conditions of this policy. Benefits from visiting with a therapy dog, which may include reduced stress, improved physical and emotional well-being, decreased anxiety, and improved self-esteem, have been shown to increase academic achievement. Examples of activities in which students may engage with a therapy dog include petting the dog, speaking to the dog, giving the dog simple commands to which the dog is trained to respond, and reading to the dog.

The dog “handler” is a school district staff member, outside volunteer, or third-party employee/agent who has been individually trained, evaluated, and registered or certified with the specific therapy dog to provide animal assisted activities and interactions within a school environment. Such training, evaluation, and registration or certification shall be performed by a reputable organization with a history of performing these functions (hereinafter the “Training Organization”), and the Training Organization must require the dog and handler to undergo and pass an evaluation at least every two years.

A therapy dog is a dog that has been trained, evaluated, and registered or certified with his/her handler to provide animal assisted therapy activities and interactions within a school facility. Therapy dogs are not the same as “emotional support animals” or “service animals” and the legal rights and privileges associated with “support animals” or “service dogs” do not apply to therapy dogs.

The handler shall assume full responsibility for the therapy dog’s care, behavior, and suitability for interacting with students and others in the school while the therapy dog is on school district property.

Attachment: Policy #2560.50 - Service Dog (10924 : Second Reading of Policy #2560.50 - Service Dog)



POLICY GUIDE

PROGRAM
2560.50/page 1 of 4
Service Dog

The following information will be kept current and submitted to the Board of Education prior to the therapy dog visit:

- Proof of registration or certification as a therapy dog handler with the individual therapy dog to be used, issued by the Training Organization.
- Proof from a licensed veterinarian that the therapy dog is in good health and has been immunized against diseases common to dogs. Such vaccinations shall be up to date prior to each school visit.
- Proof of licensure from the local dog licensing authority (such licensure is generally provided by the municipality in which the dog resides).
- Copy of a current certificate of insurance including coverage for bodily injury and property damage due to negligent or intentional acts or omissions, including, if applicable, worker's compensation coverage.

General Standards and Procedures:

Identification: The handler and therapy dog shall wear appropriate identification issued by the school district, in addition to any identification issued by the Training Organization, at all times when the therapy dog is providing services in the school district.

Health and Safety: The Training Organization and handler shall ensure that the therapy dog does not pose a health and safety risk to any student, employee, or other person at school and that the therapy dog is brought to the school district only when properly groomed, bathed, free of illness or injury and of the temperament appropriate for working with children and others in the schools.

Attachment: Policy #2560.50 - Service Dog (10924 : Second Reading of Policy #2560.50 - Service Dog)



POLICY GUIDE

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2560.50/page 1 of 4
Service Dog

Background Check: Dog handlers shall be subject to a criminal history record check as set forth in N.J.S.A. 18A:6-7.1 to 7.5, performed by a Board-approved entity, and shall furnish the administration with verification of same.

Control: The handler shall ensure that the therapy dog wears a collar or harness and a leash no longer than four feet. The handler shall maintain control of the therapy dog by holding the leash at all times when the therapy dog is on school district property, including during breaks, unless holding such leash would interfere with the therapy dog's safe, effective performance of its work or tasks. However, the handler shall maintain control of the therapy dog at all times and shall not tether the therapy dog to any individual or object. Depending on the planned activity, exceptions to this requirement may be granted if agreed to in writing by the handler and the Board's designee.

Supervision and Care of the Therapy Dog: The handler shall be solely responsible for the supervision and humane care of the therapy dog, including, but not limited to, any feeding, watering, exercising, and relieving. In the event a dog relieves itself in the building, custodial staff shall be responsible for cleaning up. The handler shall not leave the therapy dog unsupervised or alone on school property at any time.

Authorized Area(s): The handler shall ensure that the therapy dog has access to only such areas of the school building or properties that have been previously authorized by school district administrators. The administration shall provide an appropriate location within the building, away from students, for the dog and/or handler to rest, if needed.

Allergies and Aversions: The handler shall remove the therapy dog to a separate area, as designated by the administration, in such instances where any student or school employee known to suffer dog allergies or aversion is present in an office, hallway, or classroom. Prior to

Attachment: Policy #2560.50 - Service Dog (10924 : Second Reading of Policy #2560.50 - Service Dog)



POLICY GUIDE

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Service Dog

the first therapy dog visit, the administration shall provide parents/guardians with a permission slip informing them of the therapy dog visits and asking that their child be permitted to take part in or be opted-out of the program due to an allergy or aversion. Students who are opted-out of the program shall be provided with appropriate alternative activities with the same or substantially similar therapeutic goals.

Recordkeeping: The handler shall sign in upon arrival and sign out at departure. The handler will document where and when the therapy dog worked each time the therapy dog is on school district premises.

Damages and Injuries: The Training Organization shall assume responsibility and liability for any damage to school property or injury to district staff, students, or others in the school caused by the therapy dog (see the insurance requirements above).

Exclusion or Removal from School District Property: A therapy dog and handler will be excluded from school district property if a school administrator determines that: (1) the handler does not have control of the therapy dog; (2) the therapy dog is not housebroken; (3) the therapy dog or handler present a direct and immediate threat to others in the school; or (4) the therapy dog's presence otherwise interferes with the educational program. The handler shall immediately remove his/her therapy dog from school property when instructed to do so by a school administrator.

Adopted:

Attachment: Policy #2560.50 - Service Dog (10924 : Second Reading of Policy #2560.50 - Service Dog)

