

BERGENFIELD BOARD OF EDUCATION

BOARD OF EDUCATION

MINUTES FOR THE CAUCUS MEETING

Monday December 16, 2019

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	
Eileen Ryder	Bergenfield Board of Education	Vice-President	Present	
William Jaeger	Bergenfield Board of Education	Trustee	Present	
Nelson Reynoso	Bergenfield Board of Education	Trustee	Present	
Guadalupe Ruiz-Catala	Bergenfield Board of Education	Trustee	Present	

Also present: C. Tully, D. Markman, D. DiPisa

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 28, 2019; 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 9, 2019."

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. 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: None

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.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	William Jaeger, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

8. Motion to Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	William Jaeger, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

2. INFORMATIONAL ITEMS:

1. Informational Item (ID # 5303)
Posting for the 12/16/19 Regular Board Meeting.

Attachments:

Posting 12-16-19 Regular Meeting - One Meeting this Month (PDF)

2. Informational Item (ID # 5305)

Custodial/Maintenance OT - November 2019.

Attachments:

CUSTODIAN OT NOVEMBER 2019 (PDF)

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

Monday December 16, 2019

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	
Eileen Ryder	Bergenfield Board of Education	Vice-President	Present	
William Jaeger	Bergenfield Board of Education	Trustee	Present	
Nelson Reynoso	Bergenfield Board of Education	Trustee	Present	
Guadalupe Ruiz-Catala	Bergenfield Board of Education	Trustee	Present	

Also present: C. Tully, D. Markman, D. DiPisa

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Statement of the President

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3. Presentation:

Irthu Pillai - Recognition for the creation of a meditation spot at Cooper's Pond.

4. Minutes

1. Motion to accept and approve the November 2019 Minutes.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

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. 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.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

2. Motion to accept and approve the December 10, 2019, Special Education Monthly Report as per the attached.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

3. Motion to accept and approve the in-district Behavior Management Strategies training provided by Staff Development Workshops for K-5 Paraprofessionals, for one full day by presenter M. Fowler at a cost not to exceed \$1,700.00 and; Behavior Management Strategies training for Grades 6 – 12 Paraprofessionals, for one full day by presenter L. Kiss at a cost not to exceed \$1,700.00. Both trainings to be held on January 20, 2020, for a total cost not to exceed \$3,400.00, payable through Title IIA Funds.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

4. Motion to accept and approve Phonics First In-District Professional Development provided by Brainspring, Phonics First Level, on September 4 & 26, November 14, 2019 and January 20, 2020 at a cost not to exceed \$14,260.00, payable through Title IIA Funds, contract on file in the Business Office.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

5. Motion to accept and approve Phonics First In-District Professional Development provided by Brainspring, Phonics First Level 1, September 4 & 27, November 15, 2019 and January 20, 2020, at a cost not to exceed \$3,100.00, payable through Title III Funds, contract on file in the Business Office.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

6. Motion to accept and approve Phonics First External Professional Development provided by Brainspring, Phonics First Level 1, on October 15-16, November 18, 2019, at a cost not to exceed \$6,200.00, payable through Title IIA Funds, contract on file in the Business Office.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

7. Motion to accept and approve in-district elementary level math staff development training provided by Staff Development Workshops, on January 20, 2020, at a cost not to exceed \$1,500.00, payable through Title IIA.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

8. Motion to accept and approve two 3 hour workshops for in-district training provided by Staff Development Workshops on Literacy in the Science Classroom and on Integrating Art and STEM at a cost not to exceed \$1,700.00, payable through Title IIA funds.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

9. Motion to accept and approve the Second Reading of Regulation # \$7410 - Maintenance and Repair.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

10. Motion to accept and approve the Second Reading of Regulation # R6422 - Budget Transfers.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

11. Motion to accept and approve the Second Reading of Regulation # R6810 - Financial Objectives.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

12. Motion to accept and approve the Second Reading of Regulation # R1570 - Internal Controls.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

13. Motion to accept and approve the Second Reading of Policy # 5307 - Nursing Services Plan.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Eileen Ryder, Vice-President
SECONDER:	Guadalupe Ruiz-Catala, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

14. Motion to accept and approve the First Reading of Regulation # R 8420.7 Lockdown Procedures.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Eileen Ryder, Vice-President
SECONDER:	Guadalupe Ruiz-Catala, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

15. Motion to accept and approve the First Reading of Regulation # R 9320 - Cooperation with Law Enforcement Agencies.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Eileen Ryder, Vice-President
SECONDER:	Guadalupe Ruiz-Catala, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

16. Motion to accept and approve the following conferences over \$150 payable through ESEA Funds.

<u>Name</u>	<u>Position</u>	<u>Conference</u>	<u>Budget Amount</u>	<u>Account Number</u>	<u>Amount</u>
S. Sabella	Bear Den - Teacher MD 18-21	Designing & Implementing Student Training Plans, Morris County Vocational School, Denville, NJ 2/24-26/2020	\$23,711	20-273-200- 500-15-270	\$396
S. Sabella	Bear Den - Teacher MD 18-21	OSHA 10 Plus, Essex County Vocational School, Newark, NJ 3/3-4/2020	\$23,439	20-273-200- 500-15-270	\$272
J. Guttilla	BHS - Social Studies	101 Most Powerful Strategies to Enhance Social Studies Instruction, W. Orange, NJ 1/8/2020	\$23,167	20-273-200-500-15-270	\$279

B. Timmons	District Music Coordinator	Leading From the Podium: The Art of Conducting & Rehearsing with Chattanooga Symphony, Chattanooga, TN 1/31-2/2/20	\$22,888	20-273-200-500-08-270	\$395
L. DePinto	District - SACC	34 th Annual ASAP Conference - NJ, Embracing Wellness in Our Students and Ourselves, Atlantic City, NJ 2/26-28/2020	\$22,493	20-273-200-500-08-270	\$325

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

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

<u>Name</u>	<u>Conference</u>	<u>Lodging</u>	<u>Meals</u>	<u>Mileage</u>	<u>Airfare</u>	<u>Tolls/ Parking</u>	<u>Total</u>	<u>Account</u>
G. Guttilla	101 Most Powerful Strategies to Enhance Social Studies Instruction, W. Orange, NJ 1/8/2020	-	-	\$13.93	-	\$1.00	\$14.93	20-273-200-500-08-270
B. Timmons	Leading From the Podium: The Art of Conducting & Rehearsing with the Chattanooga	\$224.00	\$152.50	-	\$259.48	-	\$635.98	20-273-200-500-08-270

	Symphony, Chattanooga , TN 1/31- 2/2/20							
L. DePinto	34 th Annual ASAP Conference, Embracing Wellness in Our Students and Ourselves, Atlantic City, NJ 2/26-28/20	\$192.00	-	-	-	-	\$192.00	20-273-200-500-08-270

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

18. Motion to accept and approve the attached Book Disposal Forms.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

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

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

20. Motion to accept and approve the student discipline recommendations of the Superintendent of Schools for a student whose name is annexed in the Superintendent's Office.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

21. Motion to accept and approve the student discipline recommendations of the Superintendent of Schools for a student whose name is annexed in the Superintendent's Office.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

22. Motion to accept and approve the student discipline recommendations of the Superintendent of Schools for a student whose name is annexed in the Superintendent's Office.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

23. Motion to accept and approve the student discipline recommendations of the Superintendent of Schools for a student whose name is annexed in the Superintendent's Office.

RESULT: APPROVED [UNANIMOUS]
MOVER: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

24. 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: Eileen Ryder, Vice-President
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

8. Old Business: None

9. New Business

A. Motion to accept and approve the attached Tuition Contracts for Sent Students for the 2019/2020 School Year.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	William Jaeger, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

B. Motion to accept and approve the attached Transportation Contracts for the 2019/2020 School Year.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	William Jaeger, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

C. Motion to accept and approve the attached Specialty Contract(s) for the 2019/2020 School Year.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	William Jaeger, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

D. Motion to accept and approve the attached Use of Facilities list.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	William Jaeger, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

E. Motion to accept and approve the attached quote in the amount of \$7,519.92 from Northeast Janitorial Supply, Inc.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	William Jaeger, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

F. Motion to accept and approve the annual renewal of Newsela Pro software license at a budgeted cost of \$18,000.

RESULT: APPROVED [UNANIMOUS]
MOVER: William Jaeger, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

G. Motion to accept and approve the following donations:

The following donations in the total amount of \$1,000.00 have been made to the “Nancy Kelly Scholarship Fund”:

Edward & Diane Ranuska
 Erica Blank
 Lillian Russell
 Paul & Sara Beinstein
 Edward Austin & Caroline Austin
 Johna Em
 Walter Kelly
 Andrew & Jane Pyryt

The Masonic Club has donated \$1,400 from the proceeds of the Harlem Wizards to be sent to the Family of Alvin Maracallo.

RESULT: APPROVED [UNANIMOUS]
MOVER: William Jaeger, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

H. Motion to accept and approve the following Conferences Over \$150 Payable Through LEA Funds:

<u>Name</u>	<u>Department</u>	<u>Conference Name</u>	<u>Cost</u>	<u>Date/Time</u>	<u>Account #</u>	<u>Source of Funds</u>
S. Liguori	Spanish	Northeast Conference on the Teaching of Foreign Languages	\$200.00	2/14/20-2/15/20	11-000-221-580-08-000	FY 2019/2020 LEA Funds

RESULT: APPROVED [UNANIMOUS]
MOVER: William Jaeger, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

- I. Motion to accept and approve the attached 457(b) Plan Amendment - Hardship Distribution Change.

RESULT: APPROVED [UNANIMOUS]
MOVER: William Jaeger, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

- J. Motion to accept and approve the proposal from DLT for the annual renewal of KACE Systems Management and Deployment Service and Support at a cost of \$17,385.99. This software is proprietary and is exempt from bidding.

RESULT: APPROVED [UNANIMOUS]
MOVER: William Jaeger, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

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

RESULT: APPROVED [UNANIMOUS]
MOVER: William Jaeger, Trustee
SECONDER: Nelson Reynoso, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

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 November 30, 2019 reflecting a balance of \$11,362,800.24 and The Treasurer's Report of Cash Balances as of November 30, 2019 reflecting a balance of \$11,362,800.24.

RESULT: APPROVED [UNANIMOUS]
MOVER: Nelson Reynoso, Trustee
SECONDER: Guadalupe Ruiz-Catala, Trustee
AYES: Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

B. Final Vouchers for payment in the month of November 2019 in the total amount of \$8,522,016.42.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Nelson Reynoso, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

C. Certification Statement:

Pursuant to N.J.A.C. 6A:23-2.11(c)3, the Board of Education Secretary certifies that as of November 30, 2019 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 November 30, 2019, 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:	Nelson Reynoso, Trustee
SECONDER:	Guadalupe Ruiz-Catala, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala

11. **Verbal Comments: None**

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

12. **Adjournment**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Guadalupe Ruiz-Catala, Trustee
SECONDER:	Nelson Reynoso, Trustee
AYES:	Amara, Ryder, Jaeger, Reynoso, Ruiz-Catala