

# BERGENFIELD BOARD OF EDUCATION

## BOARD OF EDUCATION

### MINUTES FOR THE CAUCUS MEETING

Monday January 25, 2021

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	Remote	
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Ovelis Munoz	Bergenfield Board of Education	Trustee	Present	

Also present: C.Tully, D. Markman

#### 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 both adequate and electronic notice of this meeting to be published by having same advertised in The Record on June 30, 2020; 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 January 20, 2021."

#### 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.

Those participating via Zoom shall use the "Raise Hand" feature. Participants shall be limited to a three-minute time limit and shall identify themselves before speaking. There will be a time limit of 30 minutes for each public comment period.

#### 4. Discussion of Evening Agenda

#### 5. Discussion of Committee Reports

A. Finance Committee

B. Policy Committee

## 6. Verbal Comments

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

Those participating via Zoom shall use the "Raise Hand" feature. Participants shall be limited to a three-minute time limit and shall identify themselves before speaking. There will be a time limit of 30 minutes for each public comment period.

Julia Guttilla - BEA President

- Number of families that are remote?
- Job Description

Mary Hernandez -

- 145 Main Street

## 7. Motion to go to Private Session

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

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

## 8. Motion to Adjourn

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

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

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**Monday January 25, 2021**

**8:00 PM**

**Front Cafeteria of the High School**

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- 1. Meeting called to order by the President**
- 2. Roll Call**

<b>Attendee Name</b>	<b>Organization</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
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	Remote	
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Ovelis Munoz	Bergenfield Board of Education	Trustee	Present	

Also present: C. Tully, D. Markman

**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 both adequate and electronic notice of this meeting to be published by having same advertised in The Record on June 30, 2020; 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 January 20, 2021."

**B. CoVid-19 Update**

We continue to have very few cases to report so far in January.

The Borough has again provided COVID testing for our staff last week and another day this week. Thank you to the Borough.

We have no information on vaccination at this time. We continue to be in contact with the Bergenfield Health Department and NJDOE.

**3. Minutes**

1. Motion to accept and approve the Minutes for December 2020.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Deborah Podwin, Trustee
<b>SECONDER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

**4. Written Communication: None**

**5. Verbal Comments**

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

Those participating via Zoom shall use the "Raise Hand" feature. Participants shall be limited to a three-minute time limit and shall identify themselves before speaking. There will be a time limit of 30 minutes for each public comment period.

Mary Hernandez -  
Gina Hernandez -  
Social and emotional wellness of students.

Chelliah Phillips -  
Update on employee internet comment.

Maya Dobrygowski -  
Approval for student teaching.

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

**A. General Recommendations**

1. Motion to accept and approve the attached Personnel Recommendations.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Nelson Reynoso, Trustee
<b>SECONDER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

2. Motion to accept and approve the January 19, 2021, Special Education Monthly Report as per the attached.

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

3. Motion to accept and approve the Supervisor of Science and Math job description and position.

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

4. Motion to accept and approve the purchase of supplies for Homeless from Amazon.com LLC, amount not exceeding \$211.00, payable through Title IA Funds.

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

5. Motion to accept and approve the purchase of Dell Latitude 2-in-1 laptops from Dell, for Bergenfield High School Math teachers, amount not exceeding \$7,983.00, payable through Title IA Funds.

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

6. Motion to accept and approve the purchase of Dell Latitude 2-in-1 laptops from Dell, for Roy W. Brown Middle School Math teachers, amount not exceeding \$7,983.00, payable through Title IA Funds.

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

7. Motion to accept and approve virtual Professional Development on Desmos interactive math provided by Dr. Eric Milou on January 18, 2021, two sessions a.m./p.m., at a cost not to exceed \$1,950.00, payable through Title 1A Funds.

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

8. Motion to accept and approve virtual training “LGBTQ 101: Understanding Sexuality and Gender Identity Workshop” and “Cycle of Prejudice and Intersectionality Workshop” provided by Garden State Equality, two sessions a.m./p.m., at a cost not to exceed \$1,500.00, payable through Title IIA Funds.

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

9. Motion to accept and approve virtual Sheltered English Instruction Professional Development for the Science Department at Roy W. Brown Middle School, provided by Up the Bar Consulting on February 16, March 2, and March 16, 2021 for a total cost not to exceed \$2,500.00, payable through Title III Funds.

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

10. Motion to accept and approve virtual Professional Development on the Focus on Academic Language Objectives for the district ESL teachers, provided by Up the Bar Consulting on February 2 and 9, 2021, for a total cost not to exceed \$1,300.00, payable through Title III Funds.

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

11. Motion to accept and approve virtual staff development training for high school math teachers to be provided by Staff Development Workshops, one full day of coaching visits on January 14 and 19, 2021, total not to exceed \$1,700.00, payable through Title IA Funds.

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

12. 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:** Deborah Podwin, Trustee  
**SECONDER:** Guadalupe Ruiz-Catala, Vice President  
**AYES:** Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

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

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

14. Motion to accept and approve revised FY 2021 - Reimbursement of salary and benefits applied from Title I to LEA as follows:

<b>FY 2021 - Revised reimbursements of salaries and benefits applied from Title I to LEA</b>				
<u>Name</u>	<u>Location</u>	<u>Account</u>	<u>Approximate % of salary and benefits</u>	<u>Amount</u>
<b>G. Garcia</b>	BHS	20-232-100-100-08-270 Salary	27%	<b>\$18,812</b>

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

15. Motion to accept and approve virtual staff development training for Roy W. Brown Middle School Math teachers to be provided by Staff Development Workshops, four full days in the Spring of 2021, dates to be determined, each full day for a fee of \$1,700.00, total not to exceed \$6,800.00, payable through Title IA Funds.

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

16. Motion to accept and approve the following conference 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>
J. Webber	B.H.S. - Social Studies Psychology	AP Psychology Online Workshop 2021, 1/28- 2/4/2021	\$16,599	20-273-200- 500-08-270	\$175

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

**7. Old Business: None**

**8. New Business**

A. Motion to accept and approve the attached Tuition Contract for Sent Student(s) for the 2020/2021 School Year.

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

B. Motion to accept and approve the attached Specialty Contract for the 2020/2021 School Year.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

C. Motion to accept and approve the proposal from C&C Masonry for excavation, drain pipe repair, and concrete sidewalk replacement work at Franklin School on Bergenfield T&M Bid at a total cost of \$13,815 for the work completed 12/7/2020 thru 12/14/2020.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

D. Motion to accept and approve the following donation(s):

Galo Ranesis has donated a student-level violin to the Elementary Music Program; the approximate value of the violin is \$150.00.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

E. Motion to accept and approve the agreement between Holy Name Medical Center and the Bergenfield Board of Education for the calendar year 2021. This agreement provides services to be in compliance with the Department of Transportation (DOT) Drug Testing Standard.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

F. Motion to accept and approve the second installment of the annual renewal of Systems 3000 Accounting, Personnel and Payroll Software and Support at a cost of \$14,002.00 for the 2020/2021 School Year.

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

G. Motion to accept and approve the proposal from Accuscan to scan student records at a cost of \$7,323.56 on ESCNJ Cooperative Bid # 16/17-48.

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

H. Motion to accept and approve Change Order 1 from Jersey Architectural Door & Supply Inc. for a \$10,000.00 decrease for the Roy W. Brown Door Replacement Project. The new total project amount is \$88,017.00.

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

I. Motion to accept and approve the annual renewal from Follett for the Destiny library management software at a cost of \$7,180.15.

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

J. Motion to accept and approve the proposal from Storr Tractor Company for one (1) Toro 7210 lawnmower at a cost of \$30,110.54 on Bergen Co-op Bid # 20-03.

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

K. Motion to accept and approve the proposal from Jersey State Controls to install HVAC controls to replace existing pneumatic controls in the library, room 131, gym areas, and locker rooms at a cost of \$123,498 on EdData co-operative bid # EDS Bid # 9736.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

L. Motion to accept and approve the Shared Services Agreement between the County of Bergen and Bergenfield Board of Education for vehicle maintenance.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

M. Motion to accept and approve the amendment to the CARES Emergency Relieve Grant allocation of \$34,667.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

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

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>SECONDER:</b>	Deborah Podwin, Trustee
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

## 9. 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, 2020 reflecting a balance of \$17,083,684.26 and The Treasurer's Report of Cash Balances as of December 31, 2020 reflecting a balance of \$17,083,684.26.

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

B. Final Vouchers for payment in the month of December 2020 in the total amount of \$7,780,797.04.

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

C. Partial Vouchers for payment in the month of January 2021 in the total amount of \$6,730,751.00.

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

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, 2020 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, 2020, 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:** Deborah Podwin, Trustee  
**AYES:** Amara, Ruiz-Catala, Reynoso, Podwin, Munoz

#### 10. Verbal Comments

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

Those participating via Zoom shall use the “Raise Hand” feature. Participants shall be limited to a three-minute time limit and shall identify themselves before speaking. There will be a time limit of 30 minutes for each public comment period.

Julia Guttilla - BEA President  
Phase 3

Nia Williams -  
Political Comments

**11. Adjournment**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Deborah Podwin, Trustee
<b>SECONDER:</b>	Guadalupe Ruiz-Catala, Vice President
<b>AYES:</b>	Amara, Ruiz-Catala, Reynoso, Podwin, Munoz