

BERGENFIELD BOARD OF EDUCATION

BOARD OF EDUCATION

MINUTES FOR THE CAUCUS MEETING

Monday October 25, 2021

7:00 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	Remote	
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Ovelis Munoz	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 both adequate and electronic notice of this meeting to be published by having same advertised in The Record on June 30, 2021; also notice of this meeting has been mailed to the members of the Board, the Borough Clerk, all Elementary Schools, Roy W. Brown Middle School, the High School and the District Website on October 20, 2021."

The Board publishes its agenda to the extent known by approximately 4:00 p.m. on a Friday preceding a Monday Board meeting. Individuals who wish to submit written comments regarding any government or school district issue that a member of the public feels may be of concern to the residents of the school district must do so by sending an email with the written comments to ba@bergenfield.org or by written letter addressed to the Board Secretary, 225 W. Clinton Avenue, Bergenfield, NJ 07621. Comments submitted in writing or by email must include the commenter's name and address. Written comments must be received no later than 10:00 a.m. on the day of the meeting. Written comments will be read aloud and addressed during the meeting in a manner audible to all meeting participants and the public. When reading written comments during a meeting, the person reading the comment will stop reading after three minutes, no matter how long the comment is. The Board may summarize duplicative comments as permitted by law, and duplicative comments shall be noted for the record.

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

- 1) Review of Access and DLM Data - Dr. Alberto
- 2) Review of Facilities Audit - Solutions Architecture

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.

7. Motion to go to Private Session

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

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

8. Motion to Adjourn

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

2. INFORMATION ITEM:

- 1. Informational Item (ID # 8854)
Testing Assessment 21/22.

BERGENFIELD BOARD OF EDUCATION

BOARD OF EDUCATION

MINUTES FOR THE REGULAR MEETING

Monday October 25, 2021

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	Remote	
Deborah Podwin	Bergenfield Board of Education	Trustee	Present	
Ovelis Munoz	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 both adequate and electronic notice of this meeting to be published by having same advertised in The Record on June 30, 2021; also notice of this meeting has been mailed to the members of the Board, the Borough Clerk, all Elementary Schools, Roy W. Brown Middle School, the High School and the District Website on Wednesday, October 20, 2021."

The Board publishes its agenda to the extent known by approximately 4:00 p.m. on a Friday preceding a Monday Board meeting. Individuals who wish to submit written comments regarding any government or school district issue that a member of the public feels may be of concern to the residents of the school district must do so by sending an email with the written comments to ba@bergenfield.org or by written letter addressed to the Board Secretary, 225 W. Clinton Avenue, Bergenfield, NJ 07621. Comments submitted in writing or by email must include the commenter's name and address. Written comments must be received no later than 10:00 a.m. on the day of the meeting. Written comments will be read aloud and addressed during the meeting in a manner audible to all meeting participants and the public. When reading written comments during a meeting, the person reading the comment will stop reading after three minutes, no matter how long the comment is. The Board may summarize duplicative comments as permitted by law, and duplicative comments shall be noted for the record.

3. Minutes

1. Motion to accept and approve the Minutes for September 2021.

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

4. Written Communication: None

5. Verbal Comments: None

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6. Report and Recommendations of Superintendent of Schools

A. General Recommendations

President Amara called for a Consent Agenda.

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

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

2. Motion to accept and approve the October 10, 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 2020/2021 Final Expenditure Report and Notification of Intent to Carry-over ESEA Funds.

<u>2020-2021 ESEA Grant</u>	<u>Allocation</u>	<u>Final Expenditures</u>	<u>Carry-Over Amount</u>
Title I, Part A	\$552,740	\$483,059	\$69,681
Title IIA	\$125,813	\$ 94,780	\$31,033
Title III	\$ 55,250	\$ 47,187	\$ 8,063
Title III Immigrant	\$ 11,346	\$ 8,637	\$ -
Title IV	\$ 38,167	\$ 31,801	\$ 6,366

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 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. Fagan B. Cunningham	RWB - Computer Science	Makerbot, OnLine Teacher Certification Course, Brooklyn, NY	\$2,408	20-284-200-500-15-270	\$305.50
L. Booth	Director of Special Education Services	NJPSA/FEA Special Education Directors' Toolkit, Virtual, 11/19/2021	\$13,860	20-273-200-500-15-270	\$150

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 2020/2021 IDEA Final Report and Carry-Over as indicated below.

	<u>Allocation</u>	<u>Disbursed</u>	<u>Carry-Over</u>
BASIC	\$ 940,468.00	\$ 906,781.64	\$ 33,686.36
Non-Pub	Carry-Over not to be Reimbursed		\$ - 2,772.00
		Total Carry-Over	\$ 30,914.36
PSD	\$ 35,240	\$ 35,240	\$ - 0 -

Transfiguration closed in 2020 and we had to carry-over the funds for one year. These funds will no longer be carried-over.

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 that in accordance with directive from the NJDOE – OSPEP (Office of School Preparedness and Emergency Planning) and per the requirements of N.J.A.C. 6A:16-5.1 an annual review and update of School Safety and Security Plans has been completed.

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 the School Safety and Security Plan Annual Review Statement of Assurance.

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 the attached HIB Report.

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 the attached Book Disposal Forms.

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 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

11. Motion to accept and approve the First Reading of Regulation #R5751 - Sexual Harassment of Students.

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 First Reading of Policy # 5751 - Sexual Harassment of Students.

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 First Reading of Policy # 1648.14 - Safety Plan for Healthcare Settings in School Buildings - COVID 19.

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 Tuition Contracts with Bergen County Special Services for the 2021/2022 School Year.

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

B. Motion to accept and approve the Tuition Contracts for Received Students for the 2021/2022 School Year.

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

C. Motion to accept and approve the Tuition Contracts for Sent Students for the 2021/2022 School Year.

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 attached Use of Facilities.

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

E. Motion to accept and approve the proposal from American Wear Uniforms for maintenance and custodial uniforms at a cost of \$8,229.50 on Hunterdon County Educational Services Commission #HCESC-Cat-21-04.

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

F. Motion to accept and approve the proposal from Edvocate to manage the RFP Process for the Food Service RFP for the five year period starting July 1, 2022 at a cost of \$8,819.00.

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

G. Motion to accept and approve the proposal from Academy Construction to replace the carpet tile in the Bergenfield High School Auditorium at a total cost of \$9,372.50 on Ed Data Cooperative Bid Contract # 9742.

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

H. Motion to accept and approve the quote from Spruce Industries for custodial supplies in the amount of \$7,410.15 on Cooperative Bid # ESCNJ 14/15-34.

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

I. Motion to accept and approve the following donation:

The Class of 2021 would like to donate their remaining balance of \$3,655.45 to the Classes of 2022, 2023, 2024 and 2025. The money should be divided equally between the 4 classes.

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

J. Motion to accept and approve the purchase of thirty (30) Dell Chromebooks for Roy W. Brown Middle School at a total cost of \$13,620.00 on State Contract #M0483/19Tele00656.

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

K. Motion to accept and approve the proposal from Delliker Strategies to develop a cyber security incident response plan and program at a cost of \$23,760 on ESCNJ Cooperative Bid # 18/19-18.

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

L. Motion to accept and approve the proposal from Eastern DataComm to provide additional speakers and strobe lights to the LENS System at Temple Emeth on Cooperative Bid #ESCNJ 65MCESCCPS at a cost of \$9,455.74.

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

M. Motion to accept and approve the submission of the Virtual and Remote Learning Plan to NJDOE.

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

N. Motion to accept and approve the proposal from Frontline for addition of Time and Attendance and Frontline Central at a total cost for the current school year of \$23,961.21. These additional services will allow for paperless employee onboarding and employee payroll vouchers. This software is proprietary and exempt from public bidding.

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

O. Motion to accept and approve the Comprehensive Maintenance Plan for 2021/2022.

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of Bergenfield are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now, Therefore Be It Resolved, that the Bergenfield Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for Bergenfield in compliance with Department of Education requirements.

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

P. Motion to accept and approve the proposal from School Health for the replacement of 4 AED's at a total cost of \$6,377.76 on State Contract T-2478.

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

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Nelson Reynoso, Trustee
SECONDER:	Deborah Podwin, Trustee
AYES:	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 September 30, 2021 reflecting a balance of \$18,871,297.70 and The Treasurer's Report of Cash Balances as of September 30, 2021 reflecting a balance of \$18,871,297.70.

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

B. Final Vouchers for payment in the month of September 2021 in the total amount of \$7,613,530.09.

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

C. Partial Vouchers for payment in the month of October 2021 in the total amount of \$6,517,437.40.

RESULT: APPROVED [UNANIMOUS]
MOVER: Deborah Podwin, Trustee
SECONDER: Guadalupe Ruiz-Catala, Vice President
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 September 30, 2021 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 September 30, 2021, 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: Guadalupe Ruiz-Catala, Vice President
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.

Megan Timmons - Parent

Had a question about added agenda items.

11. Adjourment

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