

HARRINGTON PARK SCHOOL DISTRICT
HARRINGTON PARK, NEW JERSEY

MINUTES

BOARD OF EDUCATION
Thursday, February 07, 2019

Work Session and Executive/Closed Session
5:00 p.m.
Public Meeting – Regular Public Meeting
6:00 p.m.

MEMBERS OF THE BOARD

Ms. Laura Tebo, President
Ms. Brenda Cho, Vice President
Mr. Levine, Trustee
Mr. Tsampicos Perides, Trustee
Ms. Dianne Smith, Trustee

Dr. Adam D. Fried, Superintendent/Board Secretary
Mr. Bryan Jursca, Business Administrator

Executive Closed Meeting—First and Third Thursday of Each Month at 5:00 p.m.
Work Session – First Thursday of Each Month at 5:00 p.m.
Regular Public Meeting—Third Thursday of Each Month at 6:00 p.m.
Next Work Session Meeting – Thursday, March 07, 2019
Board of Education Conference Room – Harrington Park School

CALL TO ORDER:

The meeting was called to order by President Tebo at 6:05 p.m.

Time: 6:05 p.m.

FLAG SALUTE:

Dr. Fried led the flag salute.

ROLL CALL:

	PRESENT	ABSENT	Time of arrival/departure
Laura Tebo, President	✓		
Brenda Cho, Vice President		✓	
Stephen Levine, Trustee	✓		
Tsampicos Perides, Trustee	✓		
Dianne Smith, Trustee	✓		

Also Present: Dr. Adam D. Fried, Superintendent/Board Secretary
Mr. Bryan Jursca, Business Administrator
Public

OPEN PUBLIC PORTION MEETING ACT STATEMENT

The New Jersey Open Public Meeting Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with the provisions of this act, the Harrington Park Board of Education has caused notice of this meeting, which includes the date, time and place thereof posted on the bulletin board of the municipal building, and the Board of Education bulletin board, published in The Record, and filed with the Clerk of the Borough of Harrington Park.

MEETING CALENDAR:

Date	Time	Place	Purpose
March 07, 2019			
March 14, 2019			
Work Session and Executive/Closed Session	5:00 p.m.	BOE Conference Room	Discussion
Regular Public Meeting	6:00 p.m.	Instrumental Music Room	Discussion

PRESIDENT’S STATEMENT

- Welcome to public
- Board heard the assessment update from Ms. Nitzberg tonight
- Thank you to the staff for all the goods things that are happening

SUPERINTENDENT’S REPORT

- QSAC review by the state was completed on Monday
- Thank you to all staff for your hard work on a job well done
- Planting day will be scheduled in the Spring to replace some of the trees that were removed

STUDENT COUNCIL REPORT: Student council matters and activities

PRESENTATION: none

OTHER: none

PUBLIC BE HEARD – AGENDA ITEMS ONLY

During each regular meeting, two opportunities are provided for citizens to ask questions and to make comments. During the first opportunity, early on the agenda, comments are invited regarding subjects on this agenda. The second opportunity occurs just prior to adjournment, when citizens may address general questions and comments to the Board.

Persons wishing to speak must, upon being recognized, rise and state their name and address. The Board reserves the right to establish rules for the conduct of its meetings including such matters as the time at which the public will be heard if at all, who may speak, and for how long. All such rules shall be monitored by the presiding officer.

All cell phones must be turned off or be in vibrating or silent ring mode. Persons should leave the meeting room before answering their cell phones.

All comments and questions must be addressed to the Board President or the presiding officer, and shall be limited to school-related issues. If personal remarks or discourteous statements are made, the presiding officer may require the speaker to sit down.

Motion by Trustee Smith, seconded by Trustee Perides to open the meeting to the public.

Voice Vote: Unanimous

Questions or Comments: none

Motion by President Tebo, seconded by Trustee Smith to close the meeting to the public.

Voice Vote: Unanimous

ACTION ITEMS**I. APPROVAL OF MINUTES**

BE IT RESOLVED, that the Board of Education approve the following Minutes:

01/03/19	Work Session	Executive/Closed	Regular Public
01/17/19	Work Session	Executive/Closed	Regular Public

Approval to revise the 18-19 Established Dates for Scheduled BOE Meetings

Approve the revision to the 2018-19 Established Dates for Scheduled Board Meetings as follows:

The BOE meeting originally scheduled to be held on March 21, 2019 has been rescheduled to the new date of Thursday, March 14, 2019 with email notification sent to the HP Borough clerk, HP staff, and publication in The Record-Ad #0004313084 - 01/22/19.

Motion by Trustee Smith, seconded by Trustee Perides to approve the Minutes of 01/03/19 and 01/17/19 and the revision to the 2018-19 Established Dates for Scheduled BOE Meeting as listed above.

ROLL CALL: 4-YES 0-NO 1-ABSENT Motion approved

II. ADMINISTRATIVE COMMITTEE

Dianne Smith , Chairperson

Pursuant to the recommendation of the Superintendent, the Administrative Committee recommends the following resolution(s):

A-1 APPROVE ANNUAL MEETING BETWEEN EDUCATION & LAW ENFORCEMENT OFFICIALS TO UNIFORM MEMORANDUM OF AGREEMENT (MOA) FOR THE 2018-19 SCHOOL YEAR

BE IT RESOLVED that the Board of Education approve the annual meeting between education and law enforcement officials to uniform memorandum of agreement (MOA) for the 2018-19 school year.

A-2 APPROVE THE SCHOOL CALENDAR FOR SCHOOL YEAR 2019-20

BE IT RESOLVED that the Board of Education approve the school calendar as listed on Appendix A for the school year 2019-20.

A-3 APPROVE ISSUANCE OF CONTRACT FOR THE TRANSFER OF INSTRUCTIONAL AIDE, CARRIE MALADY, AS AN ELEMENTARY TEACHER FOR PERIOD 1 ONLY PER DAY, EFFECTIVE 01/28/19 THROUGH 06/30/19

BE IT RESOLVED, that the Board of Education approve the issuance of a contract for the transfer of certified instructional aide, Carrie Malady, to the position of elementary teacher for **Period 1 only-per day**, effective 01/28/19 through 06/30/19, at a salary of BA-Step 1 (pro-rated), at the rate of \$32.93 per day for coverage of Period 1.

BE IT FURTHER RESOLVED, that Ms. Malady will continue her position as a Certified Instructional Aide-(degree) for the remaining periods 2-8 per day, with no adjustment to her salary rate of \$21.03 per hour annualized at \$30,072.90 (pro-rated) for the remainder of the 2018-19 school year.

A-4 APPROVE THREE YEAR NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP FUND MEMBERSHIP, INDEMNITY AND TRUST AGREEMENT FROM JULY 1, 2019 TO JUNE 30, 2022

BE IT RESOLVED, that the Board of Education approve the three year Northeast Bergen County School Board Insurance Group Fund Membership, Indemnity, and Trust Agreement from 07/01/19 to 06/30/22.

A-5 APPROVE THREE YEAR RESOLUTION TO CONTINUE MEMBERSHIP IN THE NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP FROM JULY 1, 2019 TO JUNE 30, 2022

BE IT RESOLVED, that the Board of Education approve the three year Resolution To Continue Membership in the Northeast Bergen County School Board Insurance Group from 07/01/19 to 06/30/22.

A-6 APPROVE THE REQUEST FOR A PAID MEDICAL LEAVE OF ABSENCE TO EMPLOYEE #4484 USING APPLIED ACCUMULATED SICK TIME PAY AVAILABLE TO THE EMPLOYEE FOR THE PERIOD OF 04//29/19 THROUGH THE END OF THE 18-19 SCHOOL YEAR - (ESTIMATED DATE OF RETURN OF 09/01/19)

BE IT RESOLVED that the Board of Education approve the request for a medical paid leave of absence to employee #4484, using applied accumulated sick time pay available to employee #4484 for the period of 04/29/19 through the end of the 18-19 school year. (Estimated date of return: 09/01/19)

A-7 APPROVE RESCISSION OF CO-CURRICULAR SOFTBALL POSITION APPOINTMENT FOR 2018-19

BE IT RESOLVED, that the Board of Education approve rescission of co-curricular Softball appointment issued to Christopher DiGirolamo for the 2018-19 school year.

Motion by Trustee Smith, seconded by Trustee Levine to approve resolutions A-1 through A-7

ROLL CALL: 4- YES 0 – NO 1- ABSENT Motion approved

SCHOOL BUSINESS ADMINISTRATOR REPORT:

Discussion: Mr. Jursca discussed findings of the audit for the fiscal year ending June 30, 2018 and review of recommendations for same. Our auditor met with the Board earlier in Closed Session.

III. FINANCE AND AUDIT COMMITTEE

Stephen Levine, Chairperson

Pursuant to the recommendation of the Superintendent, the Finance and Audit Committee recommends the following resolution(s):

FA-8 APPROVE BILLS LIST

BE IT RESOLVED, that the Board of Education approve the payment of expenditures in the amount of \$864,571.58 as based upon the computer listing dated 02/07/19 and the payroll of \$351,547.56 dated 01/31/19 , all of which are on file in the office of the Board of Education.

In accordance with N.J.A.C. 6A:23-2:11(b), (c) 3, and (c) 4;

Approval that all bills as examined, audited and certified by the Business Administrator/Board

Secretary and presented to the Board of Education shall, if found to be correct, be ordered paid by the Board of Education. Any exceptions noted tonight, on the record, will be reexamined by the Business Administrator/Board Secretary and the appropriate committee chairperson and if found to be correct, be ordered paid by the Board of Education. Prior to payment, the inquiring board trustee will be duly notified by the Business Administrator/Board Secretary, in reference to satisfaction of the submitted concern.

FA-9 APPROVE BOARD SECRETARY REPORT FOR DECEMBER, 2018

BE IT RESOLVED that the Board of Education approve the Board Secretary Report for the month ending December, 2018.

CERTIFICATION OF FUNDS

In accordance with N.J.A.C.6A:23-211 (b), (c), and (c) 4;

The Business Administrator/Board Secretary certifies that no line item account has encumbrances and expenditures which in total exceed the line item appropriation. The Board of Education certifies that no major account or fund has been over-expended. Furthermore, the Board of Education and the Business Administrator/Board Secretary certify that current expense, special revenue and debt service fund balances have not been over expended and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

FA-10 APPROVE MONTHLY TRANSFER REPORT FOR DECEMBER, 2018

BE IT RESOLVED that the Board of Education approve the monthly Transfer Report for the month ending December, 2018.

FA-11 APPROVE TREASURER'S REPORT FOR DECEMBER, 2018

BE IT RESOLVED that the Board of Education approve the Treasurer’s Report for the month ending December, 2018.

FA-12 APPROVE THE ACCEPTANCE OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT AND THE AUDITOR'S MANAGEMENT REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2018

BE IT RESOLVED that the Board of Education approve the acceptance of the Comprehensive Annual Financial Report and the Auditor’s Management Report for the fiscal year ending June 30, 2018.

FA-13 APPROVE THE ACCEPTANCE OF THE CORRECTIVE ACTION PLAN FOR THE AUDITOR'S MANAGEMENT REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2018.

BE IT RESOLVED that the Board of Education approve the acceptance of the Corrective Action Plan for the Auditor’s Management Report for the fiscal year ending June 30, 2018 as follows:

Corrective Action Plan for fiscal year ending June 30, 2018

<u>Recommendation Number</u>	<u>Correction Action Approved by the Board</u>	<u>Method of Implementation</u>	<u>Person Responsible for Implementation</u>	<u>Completion Date of Implementation</u>
1. Financial Planning, Accounting and Reporting	Pre-K Program fees and discounts be approved in Board minutes and tuition deposits be made on a timely basis	Tuition for Pre-K Program be approved by Board and all registration deposits for the following school year be made as soon as possible.	Business Administrator	Implemented and ongoing

FA-14 APPROVE WAIVER OF REQUIREMENTS OF SEMI (SPECIAL EDUCATION MEDICAID INITIATIVE) PARTICIPATION FOR 2019-20 SCHOOL YEAR

BE IT RESOLVED that the Board of Education approve the waiver of requirement of NJAC 6A:23A-5.3 (b) 1 SEMI (Special Education Medicaid Initiative) participation for the 2019-20 school year.

Motion by Trustee Levine, seconded by Trustee Smith to approve resolutions FA-8 through FA-14

ROLL CALL: 4- YES 0 – NO 1- ABSENT Motion approved

IV. HOUSE AND GROUNDS COMMITTEE**Tsampicos Perides, Chairperson**

Pursuant to the recommendation of the Superintendent, the House and Grounds Committee recommends the following resolution(s):

HG-15 APPROVE USE OF SCHOOL FACILITIES

BE IT RESOLVED that the Board of Education approve the use of school facilities on the school softball fields & backfield by the **Northern Valley Soccer Club** at no charge as follows:

Dates:	Times	Purpose
04/01/19 – 06/29/19	TBD/HP Recreation Commission & HPSD	Soccer Training/Games

HG-16 APPROVE USE OF SCHOOL FACILITIES

BE IT RESOLVED that the Board of Education approve the use of school facilities on the school field by **Speed Soccer**, submitted by Mark and Jessica Torrie, for the annual HP Spring Break Soccer Camp at a cost of \$150.00 per day/\$750.00 for the week as follows:

Dates:	Times	Purpose
04/15/19 – 04/19/19	9:00 a.m. - 12:00 p.m.	HP Spring Break Speed Soccer Camp

Motion by Trustee Perides, seconded by Trustee Smith to approve resolutions HG-15 and HG-16

ROLL CALL: 4- YES 0 – NO 1- ABSENT Motion approved

V. POLICY AND LEGISLATION COMMITTEE**Stephen Levine, Chairperson**

Pursuant to the recommendation of the Superintendent, the Policy and Legislation Committee recommends the following resolution(s):

OPEN TO PUBLIC - PUBLIC BE HEARD (On Policy Only)

Motion by Trustee Levine, seconded by Trustee Perides to open the meeting to the public on Policy Only

Voice Vote: Unanimous

Questions or Comments: none

Motion by Trustee Levine, seconded by Trustee Perides to close the meeting to the public on Policy only

PL-17 APPROVE FIRST READING OF POLICIES

BE IT RESOLVED that the Board of Education approve the First Reading of Policies listed below:

- Policy 2131 - ABOLISH
- Policy 2132 - School District Goals and Objectives
- Policy 2230 - Course Guides
- Policy 2422 - Health and Physical Education
- Policy 3310 - Academic Freedom
- Policy 3362 - Sexual Harassment
- Policy 4240 - Employee Training
- Policy 4352 - Sexual Harassment
- Policy 5710 - Student Grievance
- Policy 5751 - Sexual Harassment
- Policy 9130 - Public Complaints and Grievances

PL-18 APPROVE FIRST READING OF REGULATIONS

BE IT RESOLVED that the Board of Education approve the First Reading of Regulations listed below:

- Regulation 2260 - Affirmative Action Program for School and Classroom Practices
Complaint Procedure
- Regulation 4240 - Employee Training
- Regulation 5750 - Equal Education Opportunity Complaint and Procedures

Motion by Trustee Levine, seconded by Trustee Perides to approve the following resolutions:

PL-17 through PL-18

ROLL CALL: 4-YES 0 -NO 1-ABSENT Motion approved

VI. TRAVEL/CONFERENCES/OTHER

Name: Joanne Dimitriadis
Date: 01/28/19
Location: Newmark Education, Scotch Plains, NJ
Cost: \$28.80

Name: Lisa Woods
Date: 02/21/19 and 02/22 /19
Location: NJMEA State Music Conference, 3 Tower Blvd., East Brunswick, NJ
Cost: Miles: \$56.70 and Tolls: \$28.00 - Total cost: \$84.70

Name: Joan Dever
Date: 01/30/19
Location: SMG Teachers Training - SIFMA Foundation, Newark, NJ
Cost: -0-

Motion by President Tebo, seconded by Trustee Levine to approve Travel/Conferences/Other

ROLL CALL: 4-YES 0 -NO 1-ABSENT Motion approved

PUBLIC BE HEARD – ALL SCHOOL RELATED ISSUES

Motion by President Tebo, seconded by Trustee Smith to open the meeting to the public.

Voice Vote: Unanimous

Questions or Comments: (none)

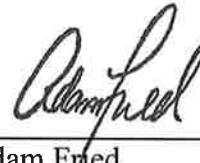
Motion by President Tebo, seconded by Trustee Smith to close the meeting to the public.

Voice Vote: Unanimous

ADJOURNMENT TO EXECUTIVE CLOSED SESSION MEETING

Motion by President Tebo, seconded by Trustee Smith to adjourn from the Public Session meeting at 6:21 p.m. to Executive/Closed Session, no action will be taken.

Voice Vote: Unanimous



Dr. Adam Fried
Superintendent/Board Secretary

APPENDIX A

2019-2020 HARRINGTON PARK SCHOOL CALENDAR

HARRINGTON PARK SCHOOL DISTRICT 2019-2020 SCHOOL CALENDAR																	
September (17 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30			2—LABOR DAY SCHOOL CLOSED 3 & 4—BEGINNING DAYS FOR TEACHERS AND STAFF 5—1st DAY FOR STUDENTS 30—ROSH HASHANAH SCHOOL CLOSED			February (18 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29			17-21—WINTER RECESS SCHOOL CLOSED								
October (22 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31			9—YOM KIPPUR SCHOOL CLOSED 14—COLUMBUS DAY/ MINIMUM SESSION FOR STUDENTS—12:45 P.M. DAY/ IN-SERVICE FOR STAFF			March (22 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31			16-20—K-4 PARENT CONFERENCES 19—MINIMUM SESSION DAY FOR K-4 STUDENTS								
November (17 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30			7 & 8—TEACHERS CONVENTION SCHOOL CLOSED 27—MINIMUM SESSION DAY 28 & 29—THANKSGIVING RECESS—SCHOOL CLOSED			April (17 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30			6-10—SPRING RECESS SCHOOL CLOSED								
December (16 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31			2-6—K-4 PARENT CONFERENCES 5—MINIMUM SESSION DAY FOR K-4 STUDENTS 20—MINIMUM SESSION DAY 25-31—HOLIDAY RECESS SCHOOL CLOSED			May (20 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30			25—MEMORIAL DAY SCHOOL CLOSED								
January (21 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31			1—NEW YEAR'S DAY (OBSERVED) SCHOOL CLOSED 20—MARTIN LUTHER KING DAY—SCHOOL CLOSED			June (17 days) S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30			22—MINIMUM SESSION DAY 23—LAST DAY FOR STUDENTS AND STAFF—MINIMUM SESSION								
<p>Please Note: Two additional days have been built into this calendar in the event of emergency school closings. If no emergency school closing days are used during the year, the last day of school will be amended. If deemed necessary by unexpected closings, the April vacation may be abbreviated in part or whole. Therefore, no plans which cannot be changed should be made for the April vacation. The Superintendent reserves the right to make adjustments to the calendar if deemed necessary.</p> <p>Total Number of School Days: 183</p> <p style="text-align: right;">Board Approved: February 7, 2019</p>																	
<table border="0"> <tr> <td> School Closed</td> <td> K-4 Parent Conferences</td> <td> First Day for Students</td> </tr> <tr> <td> Minimum Session Day for Students</td> <td> First Day for Teachers & Staff PD</td> <td> Last day for Staff & Students Minimum Session</td> </tr> </table>												School Closed	K-4 Parent Conferences	First Day for Students	Minimum Session Day for Students	First Day for Teachers & Staff PD	Last day for Staff & Students Minimum Session
School Closed	K-4 Parent Conferences	First Day for Students															
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