

HARRINGTON PARK SCHOOL DISTRICT  
HARRINGTON PARK, NEW JERSEY

**MINUTES**

**BOARD OF EDUCATION**  
**Monday, September 24, 2018**

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

**MEMBERS OF THE BOARD**

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

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

Executive Closed Meeting—First and Third Thursday of Each Month at 7:00 p.m.  
Work Session – First Thursday of Each Month at 8:00 p.m.  
Regular Public Meeting—Third Thursday of Each Month at 8:00 p.m.  
Next Work Session Meeting – Thursday, October 04, 2018  
Board of Education Conference Room – Harrington Park School

**CALL TO ORDER:**

**Time:** 6:10 p.m.

The meeting was called to order by President Smith at 6:10 p.m.

**FLAG SALUTE:**

Dr. Fried led the flag salute.

**ROLL CALL:**

	PRESENT	ABSENT	Time of arrival/departure
Dianne Smith, President	✓		
Laura Tebo, Vice President	✓		
Brenda Cho, Trustee	✓		
Eric Fishbein, Trustee	✓		
Tsampicos Perides, 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:**

<b>Date</b>	<b>Time</b>	<b>Place</b>	<b>Purpose</b>
<b>October 04, 2018</b>			
Work Session and Executive/Closed Session	7:00 p.m.	BOE Conference Room	Discussion
Regular Public Meeting	8:00 p.m.	Instrumental Music Room	Discussion

**PRESIDENT’S STATEMENT**

- Welcome
- Special evening tonight as we honor our newly tenured teachers, thanks to everyone and congratulations

**SUPERINTENDENT’S REPORT**

- HP is a family and the 4 teachers that are up for tenure this year are great people and we welcome them to the family.
- The first month of school was a great one!
- HP was accepted into the League of Innovative Schools, (1 of 99 in County)

**STUDENT COUNCIL REPORT:** (none)

**PRESENTATION:**

**Honoring of New Tenured Staff:**

<u>Name</u>	<u>Tenure Date</u>
Jennifer Allen	09/02/18
Ann Capazzi	09/02/18
Jessica Kupprion	09/02/18
Melissa McHale	09/02/18

**OTHER:**

**Mr. Eric Fishbein – Recognition of Service – May 19, 2005 – September 24, 2018**

It is with sincere appreciation that the Harrington Park School District acknowledges Eric Fishbein for his devoted service as a member of the Board of Trustees for fourteen years. His decision to conclude his term of service at this time, for personal reasons, is accepted with regret and understanding. During his time in office, Mr. Fishbein’s personal commitment to insure quality education to all of our students, his contribution in working together to establish effective district policies, his endless support on our school budgets throughout the years, and his eagerness to render his service in seeking educational excellence in our district, have contributed to the continuous development of our outstanding school system. On behalf of his colleagues, faculty, staff, and students, the Board of Education thanks Mr. Fishbein for his dedicated service and wishes him good health and happiness in the years ahead. We will miss him!

**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 Fishbein, seconded by Vice President Tebo to open the meeting to the public.

**Voice Vote: Unanimous**

**Questions or Comments:**

Councilwoman Joon Chung, Borough of Harrington Park

Councilwoman Chung commented that she was shocked and sad to hear that Eric Fishbein is leaving the Board. She said that we are all a better community for his years of service and time on the Board.

Motion by Trustee Fishbein, seconded by Trustee Perides 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:

08/23/18    Work Session    Executive/Closed    Regular Public

**APPROVAL TO REVISE 2018-19 ESTABLISHED DATES FOR SCHEDULED BOE MEETINGS**

BE IT RESOLVED, that the Board of Education approve revision to the 2018-19 Established Dates for Scheduled Board of Education Meetings with email notification to the HP Borough clerk, Staff, and publication in The Record:

The Harrington Park Board of Education rescheduled the BOE meeting date and time originally scheduled to be held on September 20, 2018. The rescheduled meeting will take place on Monday, September 24, 2018. Work Session and Executive/Closed Session Meeting will begin at 5:00 pm-Board Conference Rm. Regular Public Meeting will begin at 6:00 pm- Instrumental Music Rm.

Motion by Trustee Fishbein, seconded by Trustee Cho to approve the minutes of 08/23/18 and the revision to the 2018-19 Established Dates for Scheduled BOE Meeting as listed above.

**ROLL CALL: 5 YES    0 – NO    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 HOME & SCHOOL ASSOCIATION FALL ENRICHMENT PROGRAM FOR THE 2018-19 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the Home & School Association Fall Enrichment Program for the 2018-19 school year as on file in the Superintendent’s Office.

*A-2 APPROVE STUDENT SAFETY DATA SYSTEMS (SSDS) - REPORT PERIOD 2 INCIDENTS, TRAINING & PROGRAMS FROM JANUARY 1, 2018 – JUNE 30, 2018*

BE IT RESOLVED that the Board of Education approve Student Safety Data Systems (SSDS) Report Period 2 Incidents, Training & Programs from January 1, 2018 – June 30, 2018.

*A-3 APPROVE STATEMENT OF ASSURANCE FOR PARAPROFESSIONAL STAFF FOR THE 2018-19 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the Statement of Assurance for Paraprofessional Staff for the 2018-19 school year on file for review in the Superintendent’s Office.

*A-4 APPROVE THE SDGP PROCESS FOR EVALUATION OF TEACHERS, PRINCIPALS AND ASSISTANT PRINCIPALS, OUR EVALUATIONS*

BE IT RESOLVED that the Board of Education approve SDGP, is a Commissioner-approved option for educational staff as highly effected by a district’s observation and evaluation process.

*A-5 APPROVE SCHOOL NURSING PLAN FOR THE 2018-19 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the School Nursing Plan for the 2018-19 school year available on file for review in the Superintendent’s office.

*A-6 APPROVE APPOINTMENT OF SUBSTITUTE TEACHERS FOR THE 2018-19 SCHOOL YEAR*

BE IT RESOLVED, that the Board of Education approve substitute teachers for the 2018-19 school year listed below:

Chelsea Corcoran  
Mary Harrington

Motion by President Smith, seconded by Vice President Tebo to approve the following resolutions:

A-1 through A-6

**ROLL CALL: 5-YES 0-NO Motion approved**

**SCHOOL BUSINESS ADMINISTRATOR REPORT:**

Comment: Mr. Jursca congratulated the newly tenured teachers and thanked Mr. Fishbein for his service on the Board. Mr. Fishbein will be missed.

**III. FINANCE AND AUDIT COMMITTEE**

**Eric Fishbein, Chairperson**

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

*FA-7 APPROVE BILLS LIST*

BE IT RESOLVED, that the Board of Education approve the payment of expenditures in the amount of \$307,765.88 as based upon the computer listing dated 09/20/18 and the payroll of \$336,629.52 dated 09/14/18, 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-8 APPROVE BOARD SECRETARY REPORT FOR JULY, 2018*

BE IT RESOLVED that the Board of Education approve the Board Secretary Report for the month ending 07/30/18.

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-9 APPROVE MONTHLY TRANSFER REPORT FOR JULY, 2018*

BE IT RESOLVED that the Board of Education approve the monthly Transfer Report for the month ending 07/30/18.

*FA-10 APPROVE TREASURER’S REPORT FOR JULY, 2018*

BE IT RESOLVED that the Board of Education approve the Treasurer’s Report for the month ending 07/30/18.

*FA-11 APPROVE SPECIAL EDUCATION TUITION CONTRACT WITH SOUTH BERGEN JOINTURE COMMISSION FOR THE 2018-19 SCHOOL YEAR*

BE IT RESOLVED, that the Board of Education approve the special education tuition contract agreement with South Bergen Jointure Commission as listed:

<b>Student I.D.#</b>	<b>Date:</b>	<b>Tuition Charge</b>	<b>One-to One Aide</b>
20263927	09/06/18 – 06/26/19	\$57,500.00	n/a

*FA-12 APPROVE SPECIAL EDUCATION TUITION CONTRACTS WITH NORTHERN VALLEY REGIONAL HIGH SCHOOL DISTRICT BOE FOR THE 2018-19 SCHOOL YEAR*

BE IT RESOLVED, that the Board of Education approve the special education tuition contract

agreements with Northern Valley Regional High School District Board of Education – **Valley Program** from 09/05/18 – 06/30/19 as listed:

<b>Student I.D.#</b>	<b>Date:</b>	<b>Tuition Charge</b>	<b>One-to One Aide</b>
20303117	09/05/18 – 06/30/19	\$68,199.09	n/a
20273250	09/05/18 – 06/30/19	\$68,199.09	n/a

Motion by Trustee Fishbein, seconded by Trustee Cho to approve the following resolutions:

FA-7 through FA-12

**ROLL CALL: 5-YES 0-NO Motion approved**

**IV. HOUSE AND GROUNDS COMMITTEE**

**Brenda Cho, Chairperson**

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

*HG-13 APPROVE USE OF SCHOOL FACILITIES*

BE IT RESOLVED that the Board of Education approve Use of Facilities for the Junior Women’s Club at a charge of \$500.00 pending completion of required paperwork for the following date:

<u>Date</u>	<u>Purpose</u>	<u>Hours</u>	<u>Facility</u>
12/09/18	Holiday Breakfast	9:00 a.m. - 12:00 p.m.	Large Gymnasium

*HG-14 APPROVE USE OF SCHOOL FACILITIES*

BE IT RESOLVED that the Board of Education approve Use of Facilities requested by Borough Hall/Ms. Lynne Cappelmann at no charge for:

<u>Date</u>	<u>Purpose</u>	<u>Hours</u>	<u>Facility</u>
10/27/18	Town Rag-A-Muffin Parade (In case of inclement weather)	9:00 a.m. - 12:00 p.m.	Gymnasium

*HG-15 APPROVE USE OF SCHOOL FACILITIES*

BE IT RESOLVED that the Board of Education approve Use of Facilities requested by the Harrington Park Home & School Association at no charge for:

<u>Date</u>	<u>Purpose</u>	<u>Hours</u>	<u>Facility</u>
10/01/18 – 12/01/18	After School Fall Enrichment	3:15 p.m. – 4:15 p.m.	Various Rooms APR & Gym

*HG-16 APPROVE USE OF SCHOOL FACILITIES*

BE IT RESOLVED that the Board of Education approve the use of facilities in classroom TBD by the Girl Scouts for the purpose of Girl Scout Troop meetings at no charge for the time period of 3:15 .pm.- 4:30 p.m. on the dates listed below:

09/27/18	10/18/18	11/15/18	12/13/18
01/24/19	02/13/19	03/14/19	04/11/19
05/23/19	06/13/19		

*HG-17 APPROVE USE OF SCHOOL FACILITIES*

BE IT RESOLVED that the Board of Education approve Use of Facilities requested for 40<sup>th</sup> Reunion-Class of 1978 by Ellen Jaye Quartmeyer & classmates to tour classrooms, APR, Gym, Library, Music Room, & take a general tour of the Harrington Park School at a charge of \$45.00 as follows:

<u>Date</u>	<u>Purpose</u>	<u>Hours</u>	<u>Facility</u>
10/07/18	Tour of school building	1:00 p.m. – 2:00 p.m.	Various Rooms

Motion by Trustee Cho, seconded by Trustee Fishbein to approve the following resolution:

HG-13 through HG-17

**ROLL CALL: 5-YES 0-NO Motion approved**

**V. POLICY AND LEGISLATION COMMITTEE**

**Tsampicos Perides, 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 Perides, seconded by Trustee Cho to open the meeting to the public on Policy Only

**Voice Vote: Unanimous**

Questions or Comments: none

Motion by Trustee Fishbein, seconded by Trustee Cho to close the meeting to the public on Policy only.

*PL-18 APPROVE SECOND READING AND ADOPTION OF POLICY #5561*

BE IT RESOLVED that the Board of Education approve the Second Reading and Adoption of Policy listed below:

Policy 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
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*PL-19 APPROVE SECOND READING AND ADOPTION OF REGULATION #5561*

BE IT RESOLVED that the Board of Education approve the Second Reading and Adoption of Regulation listed below:

Regulation 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
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Motion by Trustee Perides, seconded by Trustee Cho to approve the following resolutions:

PL-18 and PL-19

**ROLL CALL: 5-YES 0-NO Motion approved**

**VI. TRAVEL/CONFERENCES/OTHER**

**APPROVE NEW JERSEY SCHOOL BOARDS ASSOCIATION CONFERENCE OCTOBER 22-25, 2018 FOR TRAVEL & ATTENDANCE OF BOARD OF TRUSTEES**

BE IT RESOLVED that the Board of Education approve New Jersey School Boards Association Conference October 22-25, 2018 for travel & attendance of Board of Trustees.

Name: Grade 4 Field Trip  
Date: 11/01/18  
Location: Winakung at Waterloo, Waterloo Village Tour, Stanhope, NJ  
Cost: \$1,038.00

Name: Lisa Woods  
Date: 09/15/18  
Location: Carnegie Hall, NY  
Cost: \$54.78

Name: Dr. Fried  
Date: 10/10/12 – 10/12/18 to League of Innovative Schools  
Location: Park City, Utah

Name: Sheba Koshy  
Date: 09/24/18 - Experienced Bilingual ESL  
Location: NJPSA Monroe, NJ  
Cost: \$49.61

Motion by President Smith, seconded by Trustee Fishbein to approve Travel/Conferences/Other

**ROLL CALL: 5-YES 0-NO Motion approved**

**PUBLIC BE HEARD – ALL SCHOOL RELATED ISSUES**

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

**Voice Vote: Unanimous**

*Board Trustee Eric Fishbein*

- Statement: Mr. Fishbein gave a statement regarding his time spent on the Board

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

**Voice Vote: Unanimous**

**ADJOURNMENT**

Motion by Trustee Fishbein, seconded by Vice President Tebo to adjourn from the Public Session meeting at 6:40 p.m.

**Voice Vote: Unanimous**

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Dr. Adam Fried  
Superintendent/Board Secretary