

BOARD OF EDUCATION
(Official)

February 13, 2017
Elizabeth, New Jersey

The regular meeting of the Board of Education was called on February 13, 2017 at 6:30 p.m., in the MultiPurpose Room, Donald Stewart Center for Early Childhood Education, 544 Pennsylvania Avenue, Elizabeth, New Jersey.

Board President Stanley Neron presented the following statement at 6:30 p.m.

"Ladies and Gentlemen, good evening. This is a regularly scheduled meeting of the Board of Education. Pursuant to New Jersey Statutes and the rules adopted by the Board of Education, notice of this meeting was sent on February 6, 2017 and amended on February 10, 2017 to The Star Ledger and Cablevision of Elizabeth. In addition, this notice is posted on the Bulletin Board in the lobby of 500 North Broad Street, and pursuant to this act, a copy has been filed with the City Clerk of Elizabeth."

"I wish to extend a warm welcome to everyone present and to our television viewers to this February 13, 2017 meeting of the Board of Education. We are here to govern, provide management oversight, and make policy for the district. The Superintendent manages the district. This is a meeting of the Board in public, not a meeting of the public."

"This meeting is being recorded and will become part of the Elizabeth Board of Education permanent record. In order that the recording will adequately reflect the proceedings, please refrain from talking while others are speaking. I also ask that you silence the sound on your electronic devices. Since it is legally mandated that these proceedings be accurately recorded, I may have to ask for order periodically should noise begin to interfere with our recording capabilities. I am pleased that you have taken time this evening to join us. Thank you for your interest in the Elizabeth Public Schools."

"There will be a public portion for citizens to address the Board. Participants for the public portion must sign in prior to the commencement of public participation so that they may have the opportunity to speak. The sign-in sheet states the name, address, telephone number and reason that the person wants to comment, whether it is an agenda item or a general education comment."

Present: Mrs. Barbosa, Ms. Bathelus, Mrs. Carvalho, Miss Goncalves, Messrs. Nina, Rodriguez, Neron – 7

Absent: Mrs. Amin, Mr. Perreira – 2

Superintendent of Schools Olga Hugelmeyer, School Business Administrator/Board Secretary Harold E. Kennedy, Jr., Assistant Superintendent for Teaching and Learning Jennifer Cedeno, Interim Assistant Superintendent for Human Resources Francisco Cuesta, Comptroller Rajeev Malhotra, Co-General Counsel Jonathan Williams, Esq. of DeCotiis, Fitzpatrick & Cole, LLP, and members of the public were in attendance.

Pledge of Allegiance

Mr. Neron stated that this is an agenda setting meeting. Mr. Neron stated that he wanted everyone to understand the purpose and we have now moved into a two meetings per month Board of Education where we help to provide some clear management oversight over the work that we do. Mr. Neron stated that the Elizabeth Board of Education in accordance with state statute, regulations, and district board policy have now exercised the authority to convene two monthly meetings of which the first meeting of the month will help to provide accountability and transparency as the Board will take no formal action but will provide an opportunity for public

speaking and an opportunity to discuss and hear all items being presented on the agenda to be approved at the following meeting which will take place this upcoming Thursday. Mr. Neron stated that all department directors and assistant superintendents will be present and may be available for questions and review if requested by the Board. Mr. Neron stated that the first meeting of the month will also provide an opportunity for subject matters concerning committees to be discussed except for issues that require private session which can also take place during both meetings. Mr. Neron stated that the two monthly meetings would also help to reduce meeting times with respect to everyone's time and schedule. Mr. Neron thanked all the directors and assistant superintendents for being here as well as the public as we convene this meeting.

Board President Neron presented the following public participation statement.

"At this time, the microphones are open for public comment to those who have signed in. I shall call individuals to the microphones based on the order of the sign-in. Each statement made by a participant shall be limited to three minutes in duration. The total time of public comment shall be limited to sixty minutes. No individual is able to yield their time to another individual. All statements shall be directed to the presiding officer; no participant may address or question Board members individually. The following rules for public participants shall apply: time limits will be strictly enforced, no personal attacks on individuals, no vulgar or indecent language, a person may address the Board no more than once during a single meeting, speakers should refrain from naming individuals, and comments or questions posed during public participation will not be debated. As a reminder, this is a meeting of the Board in public, not a meeting of the public."

Mr. Neron called upon the first public participant, Jill Brown, to address the Board.

Jill Brown, 25 Stoneleigh Park, Westfield, stated that she is a vendor working for the Board and spoke about the excellence in our schools.

Mr. Neron thanked her for her comments and called upon the next public participant, Christina Moreira, to address the Board.

Christina Moreira, 805 Gebhardt Avenue, spoke about PARCC, OPRA, Special Olympics Play Unify Grant, and the donation from Todd Bowles. Mrs. Moreira stated that there have not been any parent advisory meetings and no workshops and there needs to be verification of student addresses.

Mr. Neron thanked her for her comments and called upon the next public participant, Kason Little, to address the Board.

Kason Little, student, stated that he would like to reschedule a meeting with the Superintendent that was cancelled and requested uniforms for the Academy of Finance.

Mr. Neron thanked him for his comments and called upon the next public participant, Maria Lorenz, to address the Board.

Maria Lorenz, 103 Murray Street, thanked Mr. Neron for the agenda review meeting and spoke about SEPAC, Special Olympics and sports for our special needs children.

Mr. Neron thanked her for her comments. Since there were no other public participants signed in to address the Board, Mr. Neron closed this portion of the meeting.

Mr. Neron stated that this is the first time that the Board is having an agenda setting meeting. Mr. Neron stated that we will go tab by tab and each director as instructed by the Superintendent will give an overview of their particular tab. Mr. Neron asked the directors to introduce themselves to the Board and the public. Present for the meeting were Director of Plant, Property and Equipment Luis Couto, Chief Information Officer – Technology Alberto Marsal, Director of Food and Nutrition Services Jamie Leavitt, Director of Transportation Michael Rijo, Director of Security Matthew Glackin, Purchasing Agent Mario Rodrigues, Director of Athletics Judy Finch-Johnson, Director of Bilingual and ESL Education Lisette Calvo, Director of Early Childhood Education Tracy Crosby, Director of Elementary and Secondary Education Daphne Marchetti, Director of Research, Evaluation and Assessment Amy Gil, Director of Special Services Dorothy McMullen, and Director of Curriculum and Instruction Aaron Goldblatt. The Board reviewed the agenda for the February 16, 2017 regular meeting.

Tuition Report

Director of Special Services Dorothy McMullen reviewed the report including tuition, extended school year, and rescinded tuition.

Superintendent's Report – Considerations

Director of Transportation Michael Rijo, Director of Bilingual and ESL Education Lisette Calvo, Director of Athletics Judy Finch Johnson, and Interim Assistant Superintendent for Human Resources Francisco Cuesta reviewed the report.

Superintendent's Report – Use of Facilities

Mr. Kennedy asked if there were any questions on the report.

Mr. Rodriguez stated that something that we have talked about for the last few years is the labor costs for custodians and security guards are a burden to our finances and should be considered in future budgets.

Mr. Neron stated that grants may be available for the use of our facilities to offset the cost.

Supplemental Superintendent's Report – Use of Facilities

Mr. Kennedy reviewed the supplemental report.

Superintendent's Report – Requests for Field Trips

Assistant Superintendent for Teaching and Learning Jennifer Cedenó reviewed the requests for field trips.

Mr. Neron stated that during recent meetings there have been a lot of concerns about every child being able to go on a field trip because it is a very complicated process for us to ensure that every child in the district goes on a field trip. Mr. Neron asked how does a class propose to go on a field trip.

Mrs. Cedenó explained the process from the teacher to the principal level including the reverse field trip where the individuals come to the schools and virtual field trips online such as an art exhibit. Mrs. Cedenó stated that there are a variety of field trips and not all of them come to the table in the form of a physical child going on a bus to a different space.

Mr. Rodriguez excused himself from the meeting at 7:25 p.m.

Mrs. Carvalho asked about the cost for bussing and how is that money distributed and does it come from the school budget or the transportation budget.

Mrs. Cedenó explained that she understands that it does come from the school's budget and often times there are fundraising events to pay for the bussing where the different organizations within the school raise funds that go to help offset some transportation and some admissions cost. Mrs. Cedenó stated that they do recommend to many of the principals several field trips where there is no cost and we try to encourage that.

Mrs. Barbosa asked if it is always our busses and our personnel used for field trips.

Director of Transportation Michael Rijo stated that our busses are used when available and other times a vendor is used.

Mrs. Carvalho stated that there is a certain amount of money allocated in the budget for transportation for the school trips, \$8 or \$9 per child and how does your department divide that amongst all the schools and make sure that principals know so they can use it.

Director of Transportation Michael Rijo explained the process.

Mrs. Hugelmeyer stated that this was a topic of discussion when we were reviewing the 2017-2018 proposal with regard to having an allocation per school so that we can have a system in place to ensure that the allotment per school is preserved. Mrs. Hugelmeyer stated that there is no doubt that some of our schools excel with regard to fundraising and as a result end up providing additional opportunities.

Mrs. Carvalho stated that she has a concern that it is always the same schools that come before us going on trips. Mrs. Carvalho stated that some schools have never come before us never requesting to go anywhere.

Mrs. Cedenó explained that eight schools have not requested in this report which is field trips usually for the month of February and early March but it really depends on the individual teachers and principals. Mrs. Cedenó stated that if we go through all the reports starting with September you are going to see every school but it depends when the trips are scheduled. Mrs. Cedenó stated that some schools do a better job at forecasting for the calendar year and will put four or five trips in one recommendation so that is why you may see some more.

Mrs. Hugelmeyer stated that we can prepare a report for the Board showing across the district the number of trips that have been Board approved.

Authorizations Report – Authorization to Enter into Contract, etc.

Director of Special Services Dorothy McMullen, Director of Bilingual and ESL Education Lisette Calvo, Director of Elementary and Secondary Education Daphne Marchetti, Director of Curriculum and Instruction, Aaron Goldblatt, Interim Assistant Superintendent for Human Resources Francisco Cuesta, Assistant Superintendent for Teaching and Learning Jennifer Cedenó, School Business Administrator/Board Secretary Harold E. Kennedy, Jr., and Superintendent Olga Hugelmeyer reviewed the recommendations.

Ms. Bathelus requested letters of thanks be sent for the donations.

Supplemental Authorizations Report – Authorization to Continue Partnership

Director of Elementary and Secondary Education Daphne Marchetti reviewed the recommendation.

Finance and Accounting Report – Authorization to Pay Vouchers, etc.

Comptroller Rajeev Malhotra and School Business Administrator/Board Secretary Harold E. Kennedy, Jr. reviewed the recommendations.

Supplemental Finance and Accounting Report – Transfer of Funds

School Business Administrator/Board Secretary Harold E. Kennedy, Jr. reviewed the transfers.

Award of Contracts Report

Director of Special Services Dorothy McMullen, Director of Bilingual and ESL Education Lisette Calvo, Director of Elementary and Secondary Education Daphne Marchetti, Director of Curriculum and Instruction Aaron Goldblatt, Director of Research, Evaluation, and Assessment Amy Gil, Chief Information Officer of Technology Alberto Marsal, Director of Food Services Jamie Leavitt, Director of Transportation Michael Rijo, and Assistant Superintendent for Teaching and Learning Jennifer Cedenno, reviewed the recommendations.

Supplemental Award of Contracts Report

Director of Special Services Dorothy McMullen, Director of Curriculum and Instruction, Aaron Goldblatt, and Assistant Superintendent for Teaching and Learning Jennifer Cedenno, reviewed the recommendations.

Mr. Neron requested a recess at 9:10 p.m.

The Board reconvened in public at 9:31 p.m.

Claims List

Mr. Kennedy reviewed the report.

Resolution – Music in Our Schools Month

Resolution – National School Social Workers' Week

Resolution – Read Across America

Resolution – St. Joseph's Day

Resolution – St. Patrick's Day

Resolution – Women's History Month

Resolution – Youth Art Month

Resolution – National School Breakfast Week

Resolution – National Nutrition Month

Resolution – Expansion of Services for Suplee, Clooney & Company

Resolution – Payment for Medical-Health Insurance Waiver

Resolution – Appointing Cookies and More, Inc. and Approving Form of Contract

Resolution – Amendment of Long Range Facility Plan and Pre-Development Application School No. 27

Resolution – Amendment of Long Range Facility Plan and Pre-Development Application School No. 25

Resolution – Appointing R.P. Baking, LLC and Approving Form of Contract

Resolution – Appointing Cream-O-Land Dairies, LLC and Approving Form of Contract

Resolution – Appointing Cream-O-Land Dairies, LLC and Approving Form of Contract – Fluid Juices

Mr. Kennedy reviewed the resolutions.

The President requests a motion to go into Private Session to consider matters exempt under the Open Public Meetings Act, specifically for discussion of personnel, specifically, S.C., C.W., P.M., C.M. and L.M.; reorganization – job descriptions, personnel; suspensions; non-bargaining unit settlements; appointments; Legal matters, specifically, R.C., C.F., settlements; substitute staffing services; sick leave policy; real estate agent; field trip waiver; and Workers' Compensation matters, specifically, Y.S., and J.M. The Board will reconvene in public to take formal action.

A motion was made by Ms. Bathelus, seconded by Mr. Nina, to go into private session at 9:40 p.m.

The motion was carried by the following vote:

Affirmative: Mrs. Barbosa, Ms. Bathelus, Mrs. Carvalho, Miss Goncalves, Messrs. Nina, Neron – 6

Negative: None

A motion was made by Mrs. Carvalho, seconded by Miss Goncalves, to reconvene in public session at 12:00 a.m.

The motion was carried by the following vote:

Affirmative: Mrs. Barbosa, Ms. Bathelus, Mrs. Carvalho, Miss Goncalves, Messrs. Nina, Neron – 6

Negative: None

Mr. Neron stated that the following items were being added to the agenda:

First Reading of Sick Leave Bank Policy

Resolution – Reorganization – Job Descriptions

Resolution – Settlement Agreement for Y.H. and B.H. o/b/o A.H.

Resolution – Settlement Agreement – C.F.

Resolution – Appointment of Coordinator of Mechanics

Resolution – Appointment of Coordinator of Transportation

Resolution – Settlement of Workers' Compensation Claim – J.M.

Resolution – Suspension with Pay – K.B.

Resolution – OAL Docket EDU 15515-15 – R.C.

Resolution – Confidential Legal Secretaries Contract

Resolution – Human Resources Confidential Secretaries Contract

Resolution – Confidential Administrative Secretaries Contract

Resolution – Senior Staffing Assistant Contract

Resolution – Staffing Assistants Contract

Resolution – Authorizing Contract with S4Teachers LLC

Resolution – Appointment of Deputy Counsel

Resolution – Appointing Metuchen Center, BSN Sports, and Triple Crown Sports

Resolution – EBOE Commitment to Safe and Supportive School Environment

Resolution – Student Advisory Council

Resolution – Appointing and Approving Form of Contract – Cookies and More, Inc.

Mr. Neron asked if there was any old business. Mr. Neron asked if there was any new business.

On a motion by Miss Goncalves, seconded by Mr. Nina, the meeting was adjourned at 12:05 a.m.

The motion was carried by the following vote:

Affirmative: Mrs. Barbosa, Ms. Bathelus, Mrs. Carvalho, Miss Goncalves, Messrs. Nina, Neron – 6

Negative: None

Harold E. Kennedy, Jr.
School Business Administrator/Board Secretary