



## **PARK RIDGE BOARD OF EDUCATION MONTHLY MEETING AGENDA**

**March 13, 2023**

**6:00 P.M. Public  
6:05 P.M. Private  
7:00 P.M. Public**

### **I. Roll Call**

J. Bucco J. Pierotti N. Agoos L. Sum D. Clare A. Wagner D. Bradler

Also Present:

R. Gamper R. Wright C. Vitale

### **II. Pledge of Allegiance**

### **III. Open Public Meetings Statement**

This is to advise the general public and to instruct that it be recorded in the minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Park Ridge Board of Education on February 15, 2023 caused to be posted at the Office of the Board of Education located at 85 Pascack Road, Park Ridge, New Jersey and on February 15, 2023 sent to The Record, 1 Garret Mountain Plaza, P.O. Box 471, Woodland Park, NJ 07424-0471 and The Ridgewood News, 41 Oak Street, Ridgewood, NJ 07450-3805 and on February 15, 2023 delivered to the Office of the Municipal Clerk of Park Ridge and the Park Ridge Public Library a meeting notice setting forth the time, date and location of this meeting.

## IV. Adjournment to Private Session

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Private Closed Session was read by \_\_\_\_\_.

The Park Ridge Board of Education will adjourn into private session to discuss item(s), which fall within specific exceptions contained in N.J.S.A. 10:4-12b.

Be it resolved that the Board will now go into private session to discuss matters rendered confidential due to the nature of pending or anticipated litigation, attorney client privilege and personnel – employment matters affecting a specific, prospective or current employee privilege. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified (RICED – in accordance with Policy #0162, Notice of Board Meetings by the Board Secretary/Business Administrator).

Motion, second and vote to enter into private session at \_\_\_\_\_.

M: S:  
JB JP NA LS DC AW DB

### Private Session Agenda

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The Regular Session of the Board of Education was recalled at \_\_\_\_\_.

M: S:  
JB JP NA LS DC AW DB

## V. Minutes for Approval

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Monthly Meeting	February 13, 2023	For Board Approval
Private Session Meeting	February 13, 2023	For Board Approval

M: S:  
JB JP NA LS DC AW DB

## VI. Special Presentations to the Board

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A. Auditor’s Report – Jeffrey Bliss of Lerch, Vinci & Higgins, LLP

## VII. Hearing of Citizens

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Agenda Items Only

Hearing of Citizens will be restricted to three minutes per person for a total of thirty minutes for questions and/or comments on non-agenda items only.

**VIII. Student Representative's Report**

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**IX. President's Report**

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**X. Superintendent's Report**

 **HIB Update**

**XI. BOE Committee Reports**

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**XII. Supplemental Agenda**

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Supplemental resolutions, if any, will be available the night of the meeting.

**XIII. Consent Agenda**

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M: S:  
JB JP NA LS DC AW DB

**XIV. Hearing of Citizens**

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**XV. Board Comments – New/Unfinished Business**

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**XVI. Adjournment**

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M: S:  
JB JP NA LS DC AW DB

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Robert Wright  
Business Administrator/Board Secretary

**RESOLUTIONS FOR CONSENT AGENDA (XIII)**

**EDUCATION RESOLUTIONS**

**Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:**

E1. The Park Ridge Board of Education accepts the suspension, truancy and HIB reports from the Superintendent for the month of February with 7 (seven) out of school suspension, 2 (two) in school suspensions, and no truanancies to report.

M: S:  
JB JP NA LS DC AW DB

E2. The Park Ridge Board of Education acknowledges the following High School students as chaperones for the 6<sup>th</sup> Grade Camp Bernie Trip scheduled for June 1 to June 2, 2023:

Jacob Brickman	Frankie Burke	Erika Glynn
Makayla Hamilton	Mia Izzo	Olivia Jobst
Alexis Iula	Sara Tully	

M: S:  
JB JP NA LS DC AW DB

E3. The Park Ridge Board of Education approves the tuition for the following students for the 2022/23 school year:

<u>STUDENT</u>	<u>PLACEMENT</u>	<u>DATES</u>	<u>AMOUNT NOT TO EXCEED</u>
1011 - 060	Windsor Bergen Academy Ridgewood, NJ	2/7/2023 – 6/30/2023	\$27,574.00
1010(d) – 050	Holmstead School Ridgewood, NJ	3/8/2023 – 6/30/2023	\$24,412.00

M: S:  
JB JP NA LS DC AW DB

E4. The Park Ridge Board of Education approves the submission of the 2023-2024 Comprehensive Equity Plan – Statement of Assurance (SOA), affirming compliance with, and extending the current 2019-2022 Three-Year Comprehensive Equity Plan through 2023-2024, in accordance with N.J.A.C. 6A:7-1.4c, Managing for Equality and Equity in Education.

M: S:  
JB JP NA LS DC AW DB

- E5. The Park Ridge Board of Education approves the list of field trips for the EXTRAS Summer 2023 Program, as attached. **"E5"**

M: S:  
JB JP NA LS DC AW DB

- E6. The Park Ridge Board of Education approves the following student extern in the area of Special Education, beginning March 13, 2023, subject to completion of state-mandated paperwork:

<u>NAME</u>	<u>TIME</u>	<u>COOPERATING SCHOOL</u>
Emma Redfern	10 total hours	East Brook Elementary

M: S:  
JB JP NA LS DC AW DB

- E7. The Park Ridge Board of Education approves the following school field trip for the 2022/23 school year:

<u>TEACHER'S NAME CLASS NAME/GROUP</u>	<u>DESTINATION FOR FIELD TRIP</u>	<u>DATE OF TRIP *</u>
Brian Meisner DECA Club	DECA International Leadership Competition Orlando, FL	4/21 –4/26/2023

M: S:  
JB JP NA LS DC AW DB

- E8. The Park Ridge Board of Education approves the following students on home instruction, as indicated below, subject to revision:

<u>STUDENT</u>	<u>DATES</u>	<u>APPROXIMATE TIME</u>	<u>SUBJECTS</u>
109(a) - 050	03/31/23 – 06/22/23	2 hours/week	Algebra II
109(a) - 050	03/31/23 – 06/22/23	4 hours/week	PE & English
109(a) - 050	03/31/23 – 06/22/23	4 hours/week	History & Skills
209(b) - 050	03/31/23 – 06/22/23	2 hours/week	Skills
209(b) - 050	03/31/23 – 06/22/23	2 hours/week	German
209(b) - 050	03/31/23 – 06/22/23	2 hours/week	College Prep Math/Statistics
1723(b) - 050	03/31/23 – 06/22/23	2 hours/week	English
1723(b) - 050	03/31/23 – 06/22/23	2 hours/week	Life Skills Math
1723(b) - 050	03/31/23 – 06/22/23	6 hours/week	Skills

M: S:  
JB JP NA LS DC AW DB

E9. The Park Ridge Board of Education approves the following school field trip for the 2022/23 school year:

<u>TEACHER'S NAME</u> <u>CLASS NAME/GROUP</u>	<u>DESTINATION FOR</u> <u>FIELD TRIP</u>	<u>DATE OF TRIP *</u>
Dana Caine Exchange Trip with Roosevelt High School	Wyandotte, Michigan	April 28 –May 1, 2023

\* Changes in dates will not require BOE action.

M: S:  
JB JP NA LS DC AW DB

E10. The Park Ridge Board of Education approves Lisa Coniglio, to provide vision therapy as follows:

<u>STUDENT</u>	<u>DATES</u>	<u>WEEKLY</u> <u>HOURS</u>	<u>HOURLY RATE</u>	<u>AMOUNT NOT</u> <u>TO EXCEED</u>
88-070	03/14/2023 – 6/22/2023	1	\$200.00	\$3,200.00

M: S:  
JB JP NA LS DC AW DB

## FINANCE RESOLUTIONS

**Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:**

F1. Certification Resolution: The Park Ridge Board of Education, pursuant to N.J.A.C. 6:20-2.13 (e), certifies that the Board Secretary's February 2023 monthly financial report (appropriations section) did not reflect an over-expenditure in any of the major accounts or funds, has not been over expended in violation of N.J.A.C. 6:20 – 2.13(b), and based on the advice of the district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year. The Park Ridge Board of Education also certifies that the financial records are in compliance with Park Ridge Policy numbers 0171, 1320, 4413 and 6510. **"F1"**

M: S:  
JB JP NA LS DC AW DB

F2. The Park Ridge Board of Education accepts the Cafeteria Report for the month of January 2023.

M: S:  
JB JP NA LS DC AW DB

F3. The Park Ridge Board of Education approves the Check Journal (List of Bills) containing Check #48411-#48568 in the total amount of \$3,353,160.79 and EFTs using ACH technology #L54381 - L54385 in the amount of \$34,914.63. **"F3"**

M: S:  
JB JP NA LS DC AW DB

F4. The Park Ridge Board of Education approves the payment of Athletic Vouchers #N/A in the total amount of N/A.

M: S:  
JB JP NA LS DC AW DB

F5. The Park Ridge Board of Education approves the Varsity Athletic Club Voucher N/A in the total amount of N/A.

M: S:  
JB JP NA LS DC AW DB

F6. The Park Ridge Board of Education approves the Unemployment Compensation Voucher #1109 in the total amount of \$13,978.47. **"F6"**

M: S:  
JB JP NA LS DC AW DB

F7. The Park Ridge Board of Education approves the February 2023 “Report of the Secretary” and the “Report of the Treasurer” to the Board of Education. **“F7”**

M: S:  
 JB JP NA LS DC AW DB

F8. The Park Ridge Board of Education approves the following 2022/23 General Fund Transfers for the month of February 2023 in the amount indicated per Appendix A. **“F8”**

M: S:  
 JB JP NA LS DC AW DB

*F1. - F8. - Backup attached.*

F9. The Park Ridge Board of Education approves the purchase of technical support and equipment, and maintenance, repair and operational supplies through State Contract/Cooperative pricing. Listed below are expenses anticipated to exceed the threshold (cumulatively):

<u>ITEMS PURCHASED FROM</u>	<u>AMOUNT</u>	<u>SOURCE</u>
Apple Inc.	\$46,267.00	ESCNJ Contract
Millennium Communications Group	\$41,558.00	NJ State Contract
Wolffington Body Co., Inc.	\$77,500.00	ESCNJ Contract
Ben Shaffer Recreation, Inc.	\$64,119.38	NJ State Contract

M: S:  
 JB JP NA LS DC AW DB

F10. The Park Ridge Board of Education approves the following resolution:

WHEREAS, it is required under State Law to participate in SEMI when the number of students identified is 40 or more, and

WHEREAS, the number identified for Park Ridge is 47;

NOW, THEREFORE BE IT RESOLVED that the Park Ridge Board of Education will participate in the SEMI program in the 2022/23 fiscal year.

M: S:  
 JB JP NA LS DC AW DB



F11. The Park Ridge Board of Education Accepts the 2021/2022 Report of Audit as presented by the accounting firm of Lerch, Vinci & Higgins, LLP, with a copy of the audit synopsis to be forwarded to the New Jersey Department of Education, Bergen County office, as per State regulations.

M: S:  
JB JP NA LS DC AW DB

F12. The Park Ridge Board of Education approves the following revised budget:

RESOLUTION TO APPROVE THE PRELIMINARY 2023/24 SCHOOL YEAR BUDGET

BE IT RESOLVED, that the Park Ridge Board of Education, County of Bergen, approves the preliminary 2023/24 school year budget as follows:

Current General Expense (Funds 11)	\$35,532,992
Capital Outlay (Fund 12)	\$ 6,261,151
<b>TOTAL GENERAL FUND</b>	<b>\$41,794,143</b>
Special Revenue (Fund 20)	\$ 489,452
Debt Service (Fund 40)	\$ 782,190
<b>TOTAL EXPENDITURES/APPROPRIATIONS</b>	<b>\$43,065,785</b>
and	

BE IT FURTHER RESOLVED, that the GENERAL FUND tax levy \$33,010,178 is approved to support Current General Expense and \$516,245 to support Debt Service, for the 2023/24 school year budget; and

BE IT FURTHER RESOLVED, that the 2023/24 budget includes the use of banked cap in the amount of \$124,255 as a result of additional expenses created due to inflation; and

BE IT FURTHER RESOLVED, that the 2023/24 budget includes automatic adjustments in accordance with N.J.S.A. 18A:7F-39E, in the amount of \$565,589 as an adjustment for health care costs.

BE IT RESOVLED that The Park Ridge Board of Education approves the submission in the 2023-24 Budget for a separate proposal. The Proposal will raise \$250,000 in taxes for General Funds in the same school year. These taxes will be used exclusively for the hiring of up to three (3) Class III Special Law Enforcement Officers (SLEO III) to be provided by the Borough of Park Ridge Police Department. Approval of these taxes will result in a permanent increase in the district’s tax levy. These proposed expenditures are in addition to those necessary to achieve the New Jersey Student Learning Standards.

M: S:  
JB JP NA LS DC AW DB

F13. The Park Ridge Board of Education accepts the following donations:

<u>DONOR</u>	<u>TO</u>	<u>TYPE OF DONATION</u>	<u>AMOUNT</u>
Bruce Fadem	2023 Outstanding Student Award Scholarship	Monetary for the 22/23 school year	\$1,250.00

M: S:  
JB JP NA LS DC AW DB

F14. The Park Ridge Board of Education approves the contract for mental health assessments/school clearances with Bergen County Region II districts and West Bergen Mental Healthcare, for the 22/23 school year.

M: S:  
JB JP NA LS DC AW DB

F15. The Park Ridge Board of Education approves the attached Corrective Action Plan for SEMI. **"F15"**

M: S:  
JB JP NA LS DC AW DB

F16. The Park Ridge Board of Education approves the Corrective Action Plan for the 2021/22 audit recommendation as per attached. **"F16"**

M: S:  
JB JP NA LS DC AW DB

**BUILDINGS AND GROUNDS RESOLUTIONS**

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

BG1. The Park Ridge Board of Education approves the custodial/maintenance calendar for 2023/24. **"BG1"**

M: S:  
JB JP NA LS DC AW DB

BG2. The Park Ridge Board of Education approves the Use of the Building Facilities Application by Park Ridge Recreation Committee, for use of the High School Football Field, as per Board Policy #7510 "Use of School Facilities," on September 2, 2023 (rain date September 3, 2023), as per attached. **"BG2"**

M: S:  
JB JP NA LS DC AW DB

BG3. The Park Ridge Board of Education approves the following payments to Parette Somjen Architects for the following projects: **"BG3"**

<u>PROJECT NO.</u>	<u>PROJECT NAME</u>	<u>AMOUNT</u>
9267	2022 Long Range Facility Plan	\$1,002.21
9279	WR Restroom Renovations	\$9,079.97
9280	HS Locker Room Addition	\$22,383.60

M: S:  
JB JP NA LS DC AW DB

## **PERSONNEL RESOLUTIONS**

**Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:**

- P1. The Park Ridge Board of Education approves the following substitute teachers for the 2022/23 school year:

Teacher  
Nunberg, Maria\*  
Woo, Ji

M: S:  
JB JP NA LS DC AW DB

\* Pending completion of State mandated paperwork.

- P2. The Park Ridge Board of Education approves the appointments of the following, as indicated in the areas listed, for the amounts cited for the 2022/23 school year (or as indicated):

Appointments:

<u>NAME</u>	<u>POSITION</u>	<u>RATE</u>
Prisco, Alyssa	EXTRAS Teacher	\$32.50/hour
Prisco, Alyssa	EXTRAS Adult Aide	\$22.00/hour

Resignations:

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Luther, Jennifer	PT HS Paraprofessional	2/3/2023

Schedule E Appointments – 2022/23 School Year:

<u>NAME</u>	<u>POSITION</u>	<u>RATE/STIPEND</u>
Allen, William	Camp Bernie Chaperone	\$124.00/night
Almeida, Sophia	Camp Bernie Chaperone	\$124.00/night
Barba, Chris	Camp Bernie Chaperone	\$124.00/night
Baumuller, Krista	Camp Bernie Chaperone	\$124.00/night
Borgersen, Amber	Camp Bernie Chaperone	\$124.00/night
Brickman, Sherri	Camp Bernie Chaperone	\$124.00/night
Brimigion, Lynsey	Camp Bernie Chaperone	\$124.00/night
Buscareno, Blair	Esports Team Advisor, Spring Season	\$1,600.00
Centurione, Danielle	NJ State DECA Competition Chaperone	2 Nights @ \$124.00 /night
Fliesser, Emily	Camp Bernie Co-Coordinator	\$752.00
Grzybek, Kevin	Camp Bernie Chaperone	\$124.00/night
Hassan, Nadij	Camp Bernie Chaperone	\$124.00/night
Hegybeli, James	Camp Bernie Chaperone	\$124.00/night
Kohan, Jeanne	Camp Bernie Chaperone	\$124.00/night

Meisner, Brian	DECA Leadership Chaperone	5 nights @ \$124.00/night
Ostrow, Luke	Camp Bernie Co-Coordinator	\$752.00
Plucinski, Keith	Camp Bernie Chaperone	\$124.00/night
Riehl, Jennifer	Camp Bernie Chaperone	\$124.00/night
Troast, Mallorie	Camp Bernie Chaperone	\$124.00/night

Schedule E Rescinds – 2022/23 School Year:

<u>NAME</u>	<u>POSITION</u>	<u>RATE/STIPEND</u>
Harvey, Steve	GSA Co-Advisor	\$1,250.00
Robertson, Kaitlyn	PT Assistant Spring Track Coach	\$2,689.00
Wall, Heather	Track Head Coach Girls (Spring)	\$7,895.00

M: S:  
JB JP NA LS DC AW DB

- P3. The Park Ridge Board of Education approves the reimbursement of anticipated conference/ seminar expenses for the following staff members:

<u>NAME</u>	<u>REASON/LOCATION FOR CONFERENCE/SEMINAR</u>	<u>DATE</u>	<u>AMOUNT(S) NOT TO EXCEED</u>
Gavzy, Meredith	Institute for Multisensory Training Virtual	2/20 -2/24/23	\$1,500.00
McCallister, Christy	Institute for Multisensory Training Virtual	2/20 -2/24/23	\$1,500.00
O’Brien, Erin	Institute for Multisensory Training Virtual	2/20 -2/24/23	\$1,500.00

M: S:  
JB JP NA LS DC AW DB

- P4. The Park Ridge Board of Education approves additional hours for the following staff member for the 2022/23 school year:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>TIME/RATE</u>	<u>NOT TO EXCEED</u>
Balkin, Barbara	HS Speech Services	12 days @ \$201.21/day	\$2,414.52

M: S:  
JB JP NA LS DC AW DB

- P5. The Park Ridge Board of Education accepts the resignation of Diane Galbo, HS Main Office Secretary, due to retirement, effective July 1, 2023.

M: S:  
JB JP NA LS DC AW DB

P6. The Park Ridge Board of Education approves the appointment of Michael Esposito as a Part Time Bus Driver, for the remainder of the 2022-23 school year, at an hourly rate of \$32.00, pending completion of state mandated paperwork.

M: S:  
JB JP NA LS DC AW DB

P7. The Park Ridge Board of Education approves the appointment of Elda Alvarez, Sandra Horgan and Aracelis Machado as school bus drivers for the 2023/24 summer.

M: S:  
JB JP NA LS DC AW DB

P8. The Park Ridge Board of Education approves additional hours for the following staff members for the 2022/23 school year, to be charged to the ESSERIII/ARP grant:

Staff Member	Rate	Time	Assignment
Avery, Rachel	\$61.00/hour	3/9/23, 3/16/23, 3/23/23, 3/30/23 (4 hours)	Humanities Tutoring Evening Office Hours
Falkoff, Jennifer	\$61.00/hour	3/1/23, 3/8/23, 3/15/23, 3/22/23, 3/28/23 (5 hours)	MS Tutoring Evening Office Hours
Kane, Tara	\$61.00/hour	3/7/23, 3/14/23, 3/21/23, 3/28/23 (4 hours)	Science Tutoring Evening Office Hours
Maskin, Sarah-Kate	\$61.00/hour	3/7/23, 3/14/23, 3/21/23, 3/28/23 (4 hours)	Homework Help/Writing Evening Office Hours
Meyer, Lucy	\$61.00/hour	3/1/23, 3/8/23, 3/15/23, 3/22/23, 3/28/23 (5 hours)	Homework Help/Writing Evening Office Hours
Mulllen, Erin	\$61.00/hour	3/9/23, 3/16/23, 3/23/23, 3/30/23 (4 hours)	MS Math Evening Office Hours

M: S:  
JB JP NA LS DC AW DB

P9. The Park Ridge Board of Education accepts the resignation of Cora Bautista, HS LDT-C, effective April 17, 2023.

M: S:  
JB JP NA LS DC AW DB

P10. The Park Ridge Board of Education approves the following staff members as home instructors for the following students from March 31, 2023 to June 22, 2023:

<u>STAFF MEMBER</u>	<u>STUDENT</u>	<u>SUBJECTS TO BE COVERED</u>	<u>HOURS PER WEEK</u>	<u>HOURLY RATE</u>	<u>TOTAL AMOUNT PER WEEK</u>
Meyer, Lucy	1723((b) - 050	English	2	\$55.00	\$110.00

Meyer, Lucy	1723((b) - 050	Life Skills/Math	2	\$55.00	\$110.00
Meyer, Lucy	1723((b) - 050	Skills	6	\$55.00	\$330.00
Erdman, Rachel	209(b) – 050	German	2	\$55.00	\$110.00
Falkoff, Jennifer	209(b) – 050	Skills	2	\$55.00	\$110.00
Falkoff, Jennifer	209(b) – 050	College Prep Math/Statistics	2	\$55.00	\$110.00
Meyer, Lucy	109(a) – 050	History & Skills	4	\$55.00	\$220.00
Mullen, Erin	109(a) – 050	Algebra II	2	\$55.00	\$110.00
Robertson, Kaitlyn	109(a) – 050	PE & English	4	\$55.00	\$220.00

M: S:  
 JB JP NA LS DC AW DB

P11. The Park Ridge Board of Education appoints Susan Mayer as the Accounts Manager for the 2022-23 fiscal year at a salary of \$65,000.00, prorated to January 1, 2023.

M: S:  
 JB JP NA LS DC AW DB

P12. The Park Ridge Board of Education approves the appointment of Krysten Perez as West Ridge LDTC, for the 2022-23 school year, on Step 19 of the MA + 30 Guide, at an annual salary of \$ 108,551.00, prorated to her start date.

M: S:  
 JB JP NA LS DC AW DB