HARRINGTON PARK BOARD OF EDUCATION
191 Harriot Avenue
Harrington Park, New Jersey 07640

MINUTES
REGULAR PUBLIC SESSION AGENDA
Monday, June 10, 2024

Work Session and Executive/Closed Session Meeting
Location: Board Conference Room, HP School
5:00 p.m.
Regular Public Session Meeting
Location: All Purpose Room (APR), HP School
6:00 p.m.

MEMBERS OF THE BOARD

Matthew Lehmann, President
Brenda Cho, Vice President
Stephen Hahm, Trustee
Jennifer Helfman, Trustee
Tsampicos Perides, Trustee

Scheduled monthly meetings (subject to change):
Executive Closed Meeting - Second/Fourth Monday of each month at 5:00 p.m.
Regular Public Session Meeting - Second/Fourth Monday of each month at 6:00 p.m.
NEXT BOARD OF EDUCATION MEETING: August 26, 2024

CALL TO ORDER:
Mr. Lehmann called the meeting to order at 6:02 p.m.

FLAG SALUTE:
Mr. Conlon led the flag salute.

ROLL CALL:	PRESENT	ABSENT	ARRIVAL/DEPARTURE TIME
Matthew Lehmann, President	x		
Brenda Cho, Vice President	x		
Tsampicos Perides, Trustee	x		
Stephen Hahm, Trustee	x		
Jennifer Helfman, Trustee	x		

Also Present: Mr. Sean Conlon, Superintendent
Mr. Bryan Jursca, Business Administrator/Board Secretary
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
Monday, August 26, 2024		**Harrington Park School**	
Executive Closed Session	5:00 p.m.	Board Conference Room	Discussion
Regular Public Meeting	6:00 p.m.	APR	Public Session

PRESIDENT'S STATEMENT:

- Welcome, this is the last meeting for this school year and congratulations to Mr. Conlon and a successful first year.
- Welcome to our three Student Council members.

SUPERINTENDENT'S REPORT:

- Student Council elections were last week, it was great working with the current team and best of luck to them next year.
- Wishing everyone a great end to the school year and a restful summer.

STUDENT COUNCIL REPORT: Aidan Brackenbury, Jerry Chen & Colin Karpati

PRESENTATION:

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 President Lehmann, seconded by Trustee Hahm to open the meeting to the public.

Voice Vote: Unanimous

Questions or Comments: None

Motion by President Lehmann, seconded by Trustee Hahm to close the meeting to the public.

ACTION ITEMS

I. APPROVAL OF MINUTES

05/06/24	Work Session	Executive Closed Session	Regular Public Session
05/20/24	Work Session	Executive Closed Session	Regular Public Session

Motion by Trustee Lehmann seconded by Trustee Hahm to approve minutes.

Roll Call: 5 - YES 0 - NO Motion Approved

II. ADMINISTRATIVE COMMITTEE — Brenda Cho, Chairperson

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

A-1 *APPROVE REAPPOINTMENT AND ISSUANCE OF CONTRACTS FOR INSTRUCTIONAL AIDES FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the reappointment and issuance of contracts for Instructional Aides for the 2024-25 school year as listed on **Appendix A**.

A-2 *APPROVE CO-CURRICULAR POSITIONS AND ASSIGNMENTS FOR 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the Co-Curricular Positions and Assignments for the 2024-25 school year as listed on **Appendix B**.

A-3 *APPROVE ISSUANCE OF PRINCIPAL CONTRACT FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of Principal contract to Jessica Nitzberg for the 2024-25 school year.

A-4 *APPROVE ISSUANCE OF ASSISTANT PRINCIPAL/SUPERVISOR OF PUPIL PERSONNEL CONTRACT FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of Assistant Principal/ Supervisor of Pupil Personnel contract to Ross Herbert for the 2024-25 school year.

A-5 *APPROVE ISSUANCE OF DIRECTOR OF SPECIAL PROGRAMS FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of Director of Special Programs contract to Celeste Bonura for the 2024-25 school year.

A-6 *APPROVE ISSUANCE OF BUSINESS ADMINISTRATOR/BOARD SECRETARY CONTRACT FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of Business Administrator/Board Secretary contract to Bryan Jursca as approved by the Executive County Superintendent of Schools for the 2024-25 school year.

A-7 *APPROVE ISSUANCE OF CONFIDENTIAL ADMINISTRATIVE ASSISTANT TO THE SUPERINTENDENT CONTRACT FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of Confidential Administrative Assistant to the Superintendent contract to Margaret McClean for the 2024-25 school year.

A-8 *APPROVE THE ISSUANCE OF CONFIDENTIAL ADMINISTRATIVE ASSISTANT TO THE BUSINESS ADMINISTRATOR/BOARD SECRETARY AND HUMAN RESOURCE HEALTH BENEFITS COORDINATOR CONTRACT FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of Confidential Administrative Assistant to the Business Administrator/Board Secretary and Human Resource Health Benefits Coordinator contract to Kim Maciejewski for the 2024-25 school year.

A-9 *APPROVE ISSUANCE OF FINANCIAL CLERK CONTRACT FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of Financial Clerk contract to Bruna Spoto for the 2024-25 school year.

A-10 *APPROVE ISSUANCE OF PART-TIME DIRECTOR OF HOUSE & GROUNDS CONTRACT FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of part-time Director of House & Grounds contract to Kevin Menaldo for the 2024-25 school year.

A-11 *APPROVE ISSUANCE OF SUPERVISOR OF HOUSE & GROUNDS CONTRACT FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of Supervisor of House & Grounds contract to Patrick Reagan for the 2024-25 school year.

A-12 *APPROVE ISSUANCE OF ASSISTANT SUPERVISOR OF HOUSE AND GROUNDS CONTRACT FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the issuance of Assistant Supervisor of House and Grounds contract to Darren Aquino for the 2024-25 school year.

A-13 *APPROVE APPOINTMENT AND ISSUANCE OF MAIN OFFICE SECRETARY CONTRACT TO MARIE URBAN FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the appointment and issuance of Main Office Secretary 12 month contract to Marie Urban for the 2024-25 school year at the annual salary of $73,712.82, to be prorated based on a start date of 07/22/24.

A-14 *APPROVE APPOINTMENT AND ISSUANCE OF CST SECRETARY CONTRACT TO MELISSA HARNIMAN FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the appointment and issuance of Child Study Team (CST) Secretary 12 month contract to Melissa Harniman for the 2024-25 school year, beginning 07/01/24 at the annual salary of $40,000, pending paperwork approval.

A-15 *APPROVE CHANGE IN FULL TIME EQUIVALENT (FTE) FOR INSTRUCTIONAL AIDE, AMY GRIFFIN, FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the change in the full time equivalent (FTE) for instructional aide Amy Griffin from 0.83 FTE to 1.0 FTE for the 2024-25 school year at $23.97 per hour, $34,277.10 annually, beginning 09/01/24.

A-16 *APPROVE CHANGE IN FULL TIME EQUIVALENT (FTE) FOR INSTRUCTIONAL AIDE, KIRAN GRIFFITH, FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the change in full time equivalent (FTE) for instructional aide Kiran Griffith from 0.67 FTE to 1.0 FTE for the 2024-25 school year at $19.46 per hour, $27,827.80 annually, beginning 09/01/24.

A-17 *APPROVE APPOINTMENT AND ISSUANCE OF NON-DEGREE INSTRUCTIONAL AIDE CONTRACT TO CAROLINE DAY FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the appointment and issuance of a Non-Degree Instructional Aide 1.0 FTE contract to Caroline Day for the 2024-25 school year, beginning 09/01/24 at $19.46 per hour, $27,827.80 annually, pending paperwork approval.

A-18 *APPROVE APPOINTMENT AND ISSUANCE OF NON-DEGREE INSTRUCTIONAL AIDE CONTRACT TO KELLIE HIGGINS FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the appointment and issuance of a Non-Degree Instructional Aide 0.83 FTE contract to Kellie Higgins for the 2024-25 school year, beginning 09/01/24 at $19.46 per hour, prorated annually to $23,097.07, pending paperwork approval.

A-19 *APPROVE JODIE BYUN AS SUBSTITUTE TEACHER FOR THE 2023-24 AND 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve Jodie Byun as a substitute teacher for the remainder of the 2023-24 school year and the 2024-25 school year, pending paperwork approval.

A-20 *APPROVE SPARTAN SUMMER ESCAPE ENRICHMENT PROGRAM EMPLOYEES AND COMPENSATION RATES*

BE IT RESOLVED that the Board of Education approve the following employees and compensation listed below for the Spartan Summer Escape Enrichment Program from 08/05/24 - 08/23/24 pending paperwork approval, with timesheets to be submitted as follows:

At a rate of $40 per hour:
Jamie Pidane, Christian Lawlor, Trista Merkle, Taylor Saccoccio, Laura Scuro, Rose Murphy, Emily Pabst, Allison Bradbuy, Laura Reilley, Victoria Paternostro

At a rate of $25 per hour:
Christopher Bruno

At a rate of $20 per hour:
Ayush Damwani, William Poggi (pending class running)

At a rate of $18 per hour:
Sophia Scapicchio, Justin Pidane

At a rate of $16 per hour:
Angelina Bruno and Evan Pidane

As a substitute and at a rate of $40 per hour: Jessica Vilardi

A-21 *APPROVE APPOINTMENT OF SUMMER LABORER WORKERS*

BE IT RESOLVED that the Board of Education approve the appointment of Summer Laborer Workers from 06/24/24 to 08/31/24 from 7 a.m. to 1 p.m. Monday through Thursday at $15.25 per hour, pending paperwork approval as follows:

Casey Allen, Daniel Aquino, Dennis Delaney, Marco Sanchez, Blake Stelle

A-22 *APPROVE MEDICAL LEAVE OF ABSENCE FOR EMPLOYEE #4166*

BE IT RESOLVED that the Board of Education approve a Family Medical Leave of Absence Request for employee #4166, using accumulated sick time starting 05/06/24 with a return date to be determined.

A-23 *APPROVE HARASSMENT, INTIMIDATION, OR BULLYING (HIB) INVESTIGATIONS*

BE IT RESOLVED, that the Board of Education affirm the decision of the Superintendent of Schools regarding Harassment, Intimidation, or Bullying (HIB) investigation reports 23-24 Hib #11, as reported to the Board in Executive Session at the April 22, 2024 meeting.

A-24 *APPROVE SCHOOL DISTRICT AND SCHOOL HIB GRADES FOR THE ANTI-BULLYING BILL OF RIGHTS ACT FOR THE 2022-23 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the 2022-23 School District and School HIB Grades required by the Anti-Bullying Bill of Rights Act.

A-25 *APPROVE SUMMER COMPENSATION FOR UNIVERSAL DESIGN WORKSHOP*

BE IT RESOLVED that the Board of Education approve summer compensation to staff members attending the district's Universal Design for Learning Workshop in August (date TBD) at the rate of $50 per hour for 6 hours per day, totaling $600 per member to be paid using ESSER funding, verified by submitted timesheets for up to 12 staff members.

A-26 *APPROVE SUMMER COMPENSATION FOR CURRICULUM WRITING*

BE IT RESOLVED that the Board of Education approve summer compensation to staff members for curriculum writing at a rate of $38 per hour, as listed on **Appendix D**.

A-27 *APPROVE LANGUAGE INSTRUCTION EDUCATIONAL PROGRAM (LIEP) THREE YEAR PLAN FOR THE 2024-27 SCHOOL YEARS*

BE IT RESOLVED that the Board of Education approve the NJ Department of Education Language Instruction Educational Program (LIEP) for the 2024-27 school years, available for review in the Superintendent's Office.

A-28 *APPROVE SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT FOR THE 2023-24 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the School Bus Emergency Evacuation Drill Report for the 2023-24 school year.

A-29 *APPROVE CDL BUS DRIVER ANNUAL SHARED SERVICES AGREEMENT BETWEEN NORTHERN VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION AND HARRINGTON PARK BOARD OF EDUCATION FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the annual CDL Bus Driver Annual Shared Services Agreement between the Northern Valley Board of Education and the Harrington Park Board of Education for the 2024-25 school year, effective 09/01/24 - 06/30/25.

A-30 *APPROVE YWCA OF NORTHERN NEW JERSEY TO PROVIDE BEFORE AND AFTER CARE PROGRAM*

BE IT RESOLVED that the Board of Education approve the fourth year of a five year agreement for the YWCA of Northern New Jersey to provide a Before and After Care program at Harrington Park School District, effective August 2024 through June 30, 2025.

A-31 *APPROVE UPDATED SAFE RETURN PLAN*

BE IT RESOLVED that the Board of Education approve the updated Safe Return Plan for the 2024-25 school year as required by the American Rescue Plan Elementary and Secondary School Emergency Relief Fund.

A-32 *APPROVE THE CONTINUATION OF THE EXISTING COMPREHENSIVE EQUITY PLAN FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the continuation of the existing Comprehensive Equity Plan for the 2024-25 school year until directed by the State with new revisions.

A-33 *APPROVE COMPLIANCE WITH STATUTE N.J.S.A. 18A:36-35.1 FOR WEB CONTENT ACCESSIBILITY GUIDELINES*

BE IT RESOLVED that the Board of Education approve that the Harrington Park School District is compliant with the statute, N.J.S.A. 18A:36-35.1, for Web Content Accessibility Guidelines 2.1 level AA or the most up-to-date version of the guidelines, approved by the Commissioner, or any other applicable guidelines or requirements as may be designated or approved by the Commissioner.

Motion by Trustee Cho, seconded by Trustee Lehmann to approve resolutions A-1 through A-33.

Roll Call: **5 - YES** **0 - NO** **Motion Approved**

III. FINANCE AND AUDIT COMMITTEE — Stephen Hahm, Chairperson

Mr. Hahm congratulated the new Student Council Leadership.

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

FA-34 *APPROVE BILLS LIST FOR JUNE 10, 2024*

BE IT RESOLVED that the Board of Education approve the payment of expenditures in the amount of $269,980.49 dated 06/10/2024 and the payroll of $392,612.18 dated 05/31/2024, 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 noticed 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-35 *APPROVE BOARD SECRETARY REPORT FOR APRIL-MAY, 2024*

BE IT RESOLVED that the Board of Education approve the Board Secretary Report for the months ending 03/31/24 & 04/30/24.
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-36 *APPROVE MONTHLY TRANSFER REPORT FOR APRIL-MAY, 2024*

BE IT RESOLVED that the Board of Education approve the monthly Transfer Report for the month ending 03/31/24 & 04/30/24.

FA-37 *APPROVE TREASURER'S REPORT FOR APRIL-MAY, 2024*

BE IT RESOLVED that the Board of Education approve the Treasurer's Report for the month ending 03/31/24 & 04/30/24.

FA-38 *APPROVE PARENT/STUDENT TRANSPORTATION AGREEMENT FOR THE 2023-24 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the parent/student transportation agreement with the parents of Student ID #20323462 from 05/02/24 - 06/21/24 and summer 2024 extended school year at a rate of $602.78 per month.

FA-39 *APPROVE ONE YEAR LEASE AGREEMENT FOR RENTAL OF EIGHT MODULAR CLASSROOMS TO NORTHERN VALLEY REGIONAL HIGH SCHOOL DISTRICT FOR THE PERIOD OF JULY 1, 2024-JUNE 30, 2025*

BE IT RESOLVED that the Board of Education approve a one year lease agreement with Northern Valley Regional High School District for their use of eight (8) modular classrooms for the period of 07/01/24 - 06/30/25, exclusive of the month of August, at an annual rent of $289,199 and as per all terms and conditions in the lease agreement on file in the Business Office.

FA-40 APPROVE TRANSFER OF CURRENT YEAR SURPLUS TO RESERVE

BE IT RESOLVED that the Board of Education approve the transfer of current year surplus to Reserve.

WHEREAS, NJSA 18A;21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations from the General Fund into Capital Reserve, and

WHEREAS, the Harrington Park Board of Education is authorizing an amount not to exceed $250,000 for the purpose of transfer to Capital Reserve,

NOW THEREFORE BE IT RESOLVED that the Harrington Park Board of Education hereby authorizes the district's School Business Administrator to make transfers consistent with all applicable laws and regulations.

FA-41 APPROVE NATIONAL PURCHASING COOPERATIVE PARTICIPATION FOR THE 2024-25 SCHOOL YEAR

BE IT RESOLVED that the Board of Education approve member participation in the PEPPM National Purchasing Cooperative for the 2023-24 school year.

FA-42 APPROVE REPORT OF AWARDED CONTRACTS FOR PL 2015, CHAPTER 47

BE IT RESOLVED, pursuant to PL 2015, Chapter 47, the Harrington Park Board of Education intends to renew, award, or permit to expire the contracts listed on previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations, in particular, New Jersey. Title 18A:18.et.seq.NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200.

Motion by Trustee Hahm, seconded by Trustee Helfman to approve resolutions FA-34 through A-42.

Roll Call: 5 - YES 0 - NO Motion Approved

IV. HOUSE & GROUNDS COMMITTEE — Tsampicos Perides, Chairperson

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

HG-43 *APPROVE NJ DEPT. OF EDUCATION ANTICIPATED FACILITIES REQUESTS FORM FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the Anticipated Facilities Requests Form for the 2024-25 school year.

HG-44 *APPROVE THE NJ DEPT. OF EDUCATION USE OF ALTERNATE TOILET ROOM FACILITIES FORM FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the NJ Use of Alternate Toilet Room Facilities Form for Kindergarten classroom #27 for the 2024-25 school year pursuant to the requirements of NJAC 6A:26-6.3 (h) 4ii.

HG-45 *APPROVE THE NJ DEPT. OF EDUCATION RENEWAL APPLICATION FOR ONE TEMPORARY INSTRUCTIONAL SPACE FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Harrington Park Board of Education approve the Renewal Application for One Temporary Instructional Space form for use as a temporary instructional classroom which is located in the Harrington Park School Gym Office for the 2024-25 school year.

HG-46 *APPROVE THE NJ DEPT. OF EDUCATION RENEWAL APPLICATION FOR TEMPORARY INSTRUCTIONAL SPACE FORM FOR THE 2024-25 SCHOOL YEAR*

BE IT RESOLVED that the Board of Education approve the Renewal Application for Temporary Instructional Space form for use of classrooms located at the Community Church for the 2024-25 school year.

HG-47 *APPROVE USE OF FACILITIES FOR THE JUSTIN MINAYA CHARITY BASKETBALL EVENT*

BE IT RESOLVED that the Board of Education approve the Use of Facilities for the Justin Minaya Charity Basketball Event on 06/29/24 from 8:30 a.m. - 5:00 p.m. for the APR, Gym, and Outdoor court. Donations will go to American Foundation for suicide prevention. Custodial fee only to be charged at rate of $30 per hour.

Motion by Trustee Perides, seconded by Trustee Cho to approve resolutions HG-43 through HG-47.

Roll Call: **5 - YES** **0 - NO** **Motion Approved**

V. POLICY AND LEGISLATION COMMITTEE — Jennifer Helfman, 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) - None

VI. TRAVEL/CONFERENCES/OTHER:

1. School Based-Threat Assessment Workshop - Piscataway, NJ: 06/06/24
   Attending: Ross Herbert
   Conference Fee: none
   Mileage & Tolls: TBD

2. I Love You Guys Foundation Workshop Reunification Training
   North Haledon, NJ: 06/24/24 - 06/25/24
   Attending: Ross Herbet
   Conference Fee: none
   Mileage & Tolls: TBD

3. LinkIt! Data Forward Summer Institute - Ramsey, NJ: 08/07/24 - 08/08/24
   Attending: Sean Conlon
   Jessica Nitzberg
   Ross Herbert
   Celeste Bonura
   Conference Fee: $350 per participant - total cost: $1,400
   Mileage & Tolls: TBD

Motion by Trustee Helfman, seconded by Trustee Hahm to approve travel.

Roll Call: **5 - YES** **0 - NO** **Motion Approved**

PUBLIC BE HEARD - ALL SCHOOL RELATED ISSUES

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

Voice Vote: Unanimous

Questions or Comments:

- Joon Chung - Great to see some familiar names on the agenda (Minaya, Young) and realize that our students always come back to HP to contribute in some way.

Motion by President Lehmann, seconded by Trustee Perides to close the meeting to the public.

ADJOURNMENT

Motion by President Lehmann, seconded by Trustee Helfman to adjourn the Public Session meeting at 6:24 p.m.

Voice Vote: Unanimous

Bryan Jursca

Bryan Jursca

Business Administrator/Board Secretary

APPENDIX A

INSTRUCTIONAL AIDES - 2024-25 SCHOOL YEAR

Donna Blackley

Katie Bloomer

Qi Cao

Amy Griffin

Kiran Griffith

Mary Harrington

Kelly Hope

Claire Jimenez

Alissa Johnson

Denise Marshall

Patricia Minervini

Carolyn Montanez

Linda Page

Alexandra Paspalas

Devin Rallo

Joseph Ribeiro

Karren Salvo

Jennifer Soltes

Jessica Zevits

APPENDIX B

2024-25 CO-CURRICULAR ASSIGNMENTS

Position Assignments	Name	2024-25 Stipend
Band Director	Ryan Ward	$5,355.02
Baseball Coach	Christian Lawlor	$3,885.03
Basketball Coach (Boys)	Robert Leichte	$3,885.03 + $325.00 longevity
Basketball Coach (Girls)	Victoria Paternostro	$3,885.03
Bright from the Start	Allison Bradbury - Week 1	$38.00 per hour
Bright from the Start	Karina Franceshini - Week 1	$38.00 per hour
Bright from the Start	Melanie Maduri - Weeks 1 & 2	$38.00 per hour
Bright from the Start	Laura Scuro - Week 2	$38.00 per hour
Bright from the Start	Amy Griffin - Week 2	$38.00 per hour
Chaperones - Grade 6 Trip	Elissa Nycz Eunha Park Victoria Paternostro Dana Petrie Victoria Rozema Mark Torrie Kim Boyle - Nurse	$236.10 per day 3 days: $708.30
Chaperones - Grade 8 Trip	Nancy Jakubowyc Christian Lawlor Clare McGarrity Elissa Nycz Victoria Rozema Mark Torrie Mary Oh (Goldstein) - Nurse	$236.10 per day 3 days: $708.30
Choral Director	Eunha Park	$3,059.68 + $375.00 longevity
Debate Advisor - Novice Level	Ellen Koh	$2,002.89
Debate Advisor - Advanced Level	Kristy Vazquez	$2,002.89
Drama Director	Emily Pasi	$2,705.14
Green Club	Sara Howell	$2,002.89 + $325.00 longevity
HPTV (YouTube Channel Advisor)	Taylor Saccoccio	$2,267.72
HPTV (YouTube Channel Producer)	Sara Howell	$2,267.72
Soccer	Christian Lawlor	$3,885.03
Softball	Devin Rallo	$3,885.03
Sports Coordinator	Robert Leichte	$3,053.94
String Ensemble	Lisa Woods	$2,002.89

Student Council Coordinator	Clare McGarrity	$3,774.51 + $275.00 longevity
Track (Boys)	Allison Bradbury	$1,529.85
Track (Girls)	Shannon Lewis	$1,529.85
Volleyball (Boys)	Andrew Ross	$3,885.03
Volleyball (Girls)	Kim VonTobel	$3,885.03
Yearbook Advisor	Jamie Pidane	$2,593.48 + $375.00 longevity

APPENDIX C

REPORT OF AWARDED CONTRACTS
P.L. 2015, Chapter 47

Vendor	Service Provided
Acclaim Inventory	Fixed asset reporting
Approved Refrigeration	HVAC maintenance services
Apptegy	Website hosting/communication services
Banyan School	Tuition students/special education programs
Bergen County Special Services	Tuition students/special education programs
Banyan School	Tuition students/special education programs
Bergen County Technical Schools	Technical support service provider
Burton Agency	Insurance agent
Canon Financial	Copier equipment financer
Closter BOE	Tuition students/special education programs
Community School	Tuition students/special education programs
Cresskill BOE	Tuition students/special education programs
Delta Dental	Employee dental insurance benefits
Demarest BOE	Tuition students/special education program
Direct Energy Business	Energy provider of electricity
Eastern Data Services	Phone service provider/Telephone systems
Ed Data Services	Purchasing cooperative
File Bank	Records storage & document management
Fire Control Electrical Systems	Fire protection service
Franklin Lakes BOE	Tuition students/special education program
Frontline Education	Absence management system for staff
Galioto Electric, LLC	Electrician services
GDI Services	Custodial services
J.D'Ambrozio Pest Management	Pest control service
Jersey State Controls	HVAC controls/monitoring
Karl Environmental	Right To Know/Asbestos monitoring
Lupardi's Nursery	Landscaping services
Lerch,Vinci, & Bliss	Auditing services
Mathusek Sport Flooring	Gym floor refinishing
NESBIG	School property insurance
Newmark Education	Tuition students/special education programs
NJ School Boards Association	School board training & direct services
North East Fire & Safety	Fire protection system service provider
Northern Valley Region III	Tuition students/special education programs
Pennetta Industrial Automation, LLC	Boiler maintenance services
Pitney Bowes	Postage machine lease
Polaris Galaxy Insurance	Student accident insurance
PSE&G	Natural Gas provider
Realtime Information Technology	Student information system
Ridgefield BOE	Tuition students/special education programs

RSC Architects	Architectural services
State Health Benefits of NJ	Health/prescription services
Strauss Esmay	Board policy services
Stewart Business Systems	Printer supplies/repairs
Suez Water NJ	Water service
Swiftreach Networks	District emergency calling service
Systems 3000	Finance/personnel/payroll service
Thyssenkrupp Elevator	Elevator inspections/service
UBS	Copy supplies

APPENDIX D

Summer 2024 Curriculum Writing Work

Focus Area & Description	Participants	# of Participants	# of Hours / Participant	Total Hours	Cost	Cumulative Cost
QSAC Organization and Curriculum Audit	Teaching staff directly responsible for curriculum area	Up to 60	2	Up to 120	Up to $4,560	$4,560
QSAC Organization and Curriculum Audit Support	Kim Weber	1	Up to 25	Up to 25	Up to $950	$5,510
Grade 6 ELA Co-Teaching Planning	Rebecca Matasker Victoria Paternostro	2	5	10	$380	$5,890
Grade 2 Vocabulary Planning	Collette Wise Taylor Saccoccio Polly Zurlini Emily Pasi	4	5	20	$760	$6,650
Kindergarten Math and Writing Alignment	TBD TBD	2	5	10	$380	$7,030
Grade 1 Math Alignment	TBD TBD	2	5	10	$380	$7,410
Grade 2 Math Alignment	Collette Wise Taylor Saccoccio	2	5	10	$380	$7,790
Grade 3 Math Alignment	Ann Capazzi Allison Gee	2	5	10	$380	$8,170
Jewish Heritage, Holocaust, and Antisemitism Resource Collection Creation	TBD TBD TBD	3	5	15	$570	$8,740

Jewish Heritage, Holocaust, and Antisemitism Field Trip Explorations	TBD TBD TBD	3	Up to 13	Up to 39	Up to $1,482	$10,222
Jewish Heritage, Holocaust, and Antisemitism Immigration Mini-Unit Creation	TBD TBD	2	5	10	$390	$10,612