

**Re-scheduled Monthly Meeting
June 24, 2020**

The Board of Education of the Borough of Fair Lawn, 37-01 Fair Lawn Ave., Fair Lawn, New Jersey, held a **Re-scheduled Monthly Meeting** via Zoom on **June 24, 2020**.

NOTE: *Be advised that the Board may recess into executive session at any time during the meeting.*

1. The Re-scheduled Monthly Meeting of **June 24, 2020** was called to order at 7 p.m. via Zoom.

2. **Roll Call**

BOARD MEMBERS	Mr. Banta	Dr. Cohen	Mrs. Frenkel	Mr. Itkin	Ms. Quackenbush	Mr. Rosenberg	Mr. Santana	Mr. Spindel	Mr. Barbarulo
PRESENT	X	X	X	X	X	X	Joined @ 7:34pm	X	X
ABSENT									

OTHERS PRESENT	Mr. Norcia <i>Superintendent</i>	Dr. Lacatena <i>Asst. Super. Education</i>	Mrs. DeFranco <i>Asst. Super. Student Services</i>	Mrs. Panagia <i>Director, HR</i>	Ms. Bartley <i>BA/Bd. Sec'y</i>	Ms. Ratcliffe-Lee <i>Asst. BA</i>	Mrs. Wellinghorst <i>Communications</i>	Mr. Roselle <i>Board Att'y</i>
PRESENT	X	X	X	X	X	X		X
ABSENT							X	

3. **Sunshine Statement**

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

In accordance with the provisions of this act, the Fair Lawn Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof distributed to the persons on the approved list, posted in the Board of Education Administrative Office and sent to The Bergen Record and The Star Ledger.

The announcement/posting for the **Re-scheduled Monthly Meeting**, along with the date, place, and time thereof, was distributed on **June 16, 2020**.

The items to be discussed during the Closed Work Session (if needed), of the **June 24, 2020 Re-scheduled Monthly Meeting** may include personnel matters, student matters, legal matters, negotiations, and/or grievances, and tactics and techniques utilized in protecting public safety and property. The results of these discussions will be made public as soon as possible.

4. **Flag Salute**

5. **Superintendent Report/Comments**

- A heartfelt congratulations were given to the Class of 2020 and the moving up ceremonies from the Superintendent. Thanks to BOE for their support, HS administration, and the Borough for their assistance with the drive-by graduation ceremony.
Discussions on what a July graduation ceremony might look like. A survey is being developed to get feedback from families about what type of graduation ceremony they would like to attend.
- An update on the Reopening of Schools was provided with a feeling of optimism about opening schools. The administration continues to plan as they hold reopening meetings at the district level and re-entry meetings at the school level. The District continues to prepare and gather information. While still waiting for guidance from the State, they will continue to focus on reopening schools.
- Construction update on TJMS and MMS was provided with construction being completed on time.
- Mr. Norcia thanked the Special Olympics for their donation for the Extended School Year 2020-2021 for students with and without disabilities

Public Comments on any Agenda Items

No Comments from the public

Board Comments on any Agenda Items

Board President extended thanks to the HS Administration and the town for the planning of the graduation and a special thank you to all the teachers for their assistance.

Question on whether the re-opening committee is also looking at best practices for online learning which was confirmed by the Superintendent. There were changes made to the agenda, which included updating TBD to staff, removal of homeless liaison, and energy monitoring stipend. A request to post transfer reports for previous board meetings that occurred on Zoom. Discussion took place regarding the Soft Borders policy, which is on for second and final reading to extend the policy to December. A motion will be made to revise minutes but clarification was made to the Board regarding how the votes are recorded for the motions in the minutes. Protocol on how to submit public comments. Congratulations extended to HS Seniors for ESL, Free/reduced lunch, and students working part-time.

The following **General** items are brought to the Board of Education for **Action**:

G1. Approval of Minutes

That the Board approves the Minutes from the following meetings:

Re-Scheduled Monthly Meeting	May 27, 2020
Executive Closed Session	May 27, 2020
Special Action Meeting: Rehiring of Staff	June 11, 2020
Executive Closed Session	June 11, 2020

G2. Approval of Policies

Second Reading of Policy & Adoption

(N) New (R) Revised (M) = Mandatory

<u>Policy #</u>	<u>Title</u>
5120	Assignment of Students (M) (R)

Motion By Mr. Banta Seconded By Mr. Rosenberg to approve Resolutions G1-2 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X	G2		
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X	G2		
Mr. Spindel	X			
Mr. Barbarulo	X			

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Enrollments as of **May 2020**

May 2020	GRADES						Totals 5/31/20	Totals 4/30/20	Change from 4/30/19	Self-Contained Special Ed Totals 5/31/20	Totals Including Self Contained
	School	K	1	2	3	4					
Edison	0	0	0	0	0	0	0	0	0	102	102
Forrest	48	50	65	46	48	48	305	305	67	28	333
Lyncrest	43	48	47	35	46	42	261	261	0	0	261
Milnes	72	97	72	88	96	98	523	523	16	0	523
Radburn	61	70	74	83	90	89	467	467	4	0	467
Warren Point	70	74	96	87	79	67	473	473	24	17	490
Westmoreland	58	71	48	49	51	43	320	320	4	30	350
Total	352	410	402	388	410	387	2,349	2,349	115	177	2,526
Middle Schools		6	7	8							
Memorial		161	152	119			432	432	2	37	469
Thomas Jefferson		234	244	252			730	730	7	20	750
Total		395	396	371			1,162	1,162	9	57	1,219
High School		9	10	11	12						
		382	358	365	360		1,465	1,465	39	75	1,540
Total All Schools							4,976	4,976	163	309	5,285
Total Sp Ed OOD							79	78	15		79
Charter School OOD							4	4	1		4
Bergen Tech OOD							57	57	10		57
Total District Enrollment							5,116	5,115	189	309	5,425

The following **Superintendent** items are brought to the Board of Education for **Action**:

S1. Retirement Resolutions

No items

S2. Approval of County/State Submissions/Requirements

No items

S3. Other Business

A. Approval of Attendance at Various Bergen County Schools for the 2020-2021 School Year

That the payment of tuition and transportation costs be approved for the attendance of the student(s) listed on the **attachment for Board Members Only** at the various Bergen County Academies and Technical Schools for the 2020-2021 school year.

B. Approval of Students for Graduation - Class of 2020

That the students, whose student identification numbers on the **attachment for Board Members Only**, be approved for graduation 2020; the students satisfactorily completed the requirements for graduation.

Motion By Mrs. Frenkel Seconded By Ms. Quackenbush to approve Resolutions S1-3 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X		S3A	
Mr. Spindel	X			
Mr. Barbarulo	X			

The following **Education** items are brought to the Board of Education for **Action**:

E1. Attendance at Conferences, Conventions, Workshops

No items

E2. Approval of Extracurricular Trips

No items

E3. Other Business

A. Approval of Bedside Home Instruction

That the Board of Education approves bedside/home instruction for the student(s) indicated on the **attachment** for **Board Members Only**, not to exceed the per week hours indicated, in accordance with Board Policy #6173.

Motion By Mr. Rosenberg **Seconded By** Mr. Santanato approve Resolutions E1-3 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X			

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Upon the recommendation of the Superintendent, the following **Personnel** items are brought to the Board of Education for **Action**:

P1. Approval of Appointments

- A. That the appointment of the following personnel, pending criminal history record check and employment verification in accordance with N.J.P.L., c. 5, effective September 1, 2020, be approved:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Assignment</u>	<u>Code</u>	<u>Replacement/ New</u>
Alayna DeFuria	Social Studies Teacher, <i>(Long term substitute under contract)</i>	High School	B.A., Step 1, \$55,555	11-140-100-101-001-00-12-02	Replacement
Matthew Moore	Elementary Teacher - First Grade	Warren Point School	M.A., Step 1 \$62,155	11-120-100-101-001-00-01-02	Replacement
Jing Yang	Chinese Teacher	High School	M.A. + 30, Step 1, \$68,855	11-140-100-101-001-00-12-02	Replacement

B. Approval of Summer Virtual Enrichment Personnel - Summer 2020

That the personnel, listed on the **attached**, be approved for the summer virtual enrichment courses, contingent upon enrollment.

P2. Approval of Resignations/Retirements/Rescissions

That a resignation/retirement be approved for the following personnel:

<u>Employee Number</u>	<u>Effective Date</u>	<u>Resign/Retire</u>
#6807	June 22, 2020	Resignation
#0517	June 30, 2020	Rescission of Retirement <i>(Originally approved at the March 16, 2020 Re-scheduled Monthly Public Meeting)</i>

P3. Approval of Leave of Absences/Amendment of Leave/Rescission of Leave

No items

P4. Change of Personnel Assignment/Status/Date of Hire/Codes

No items

P5. Additional Compensation

A. Approval of 2020 Summer Workshops - July & August

That the Board approves the following 2020-2021 summer workshops at the rate of \$40.55 per hour:

Elementary Workshops

<u>Workshop #</u>	<u>Workshop Name</u>	<u>Participants</u>	<u>Hours Each</u>	<u>Total Amt. Per Participant</u>
E1	New Health Program (Grades K-4)	Anne O'Malley	5	\$202.75
		Lori Berlin-Davies	5	\$202.75
		Ellen Jubelt	5	\$202.75
		Lauren Sherman	5	\$202.75
E2	Assessment Cover Sheets for Standard Based Grading (Grade 4)	Jennifer Amos	5	\$202.75
		Jessica Spaseska	5	\$202.75
		Amber Ellis	5	\$202.75
E3	REACH Program Revisions	Geraldine LaSala	10	\$405.50
		Jaclyn Crowell	10	\$405.50
		Danielle Stewart	10	\$405.50
E4	IXL & Vocabulary A-Z Integration	Paul Levitan	10	\$405.50
E5	Culturally Responsive Texts K-5	Paul Levitan	5	\$202.75
		Elena Goehrig	5	\$202.75
E6	K-2 Phonics Videos	Elena Goehrig	5	\$202.75
E7	Multisensory Word Study (Grade 3)	Elena Goehrig	5	\$202.75
E8	Standard Based Grading Math Rubrics (Grade 4)	Jennifer Amos	2	\$81.10
		Debra SanJulian	2	\$81.10
E9	Art Curriculum	Alison Bourhill-Tumser	5	\$202.75

Code: 11-000-221-110-027-00-29-03

TOTAL:

\$4,217.20

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Middle School Workshops

<u>Workshop #</u>	<u>Workshop Name</u>	<u>Participants</u>	<u>Hours Each</u>	<u>Total Amt. Per Participant</u>
M1	Program Preparation/PD Science in a Covid World (Grades 5 & 6)	Kimberly Males	10	\$405.50
		Laura Goldberg	10	\$405.50
		Elizabeth Reilly	10	\$405.50
		Lindsey DeBellis	10	\$405.50
M2	Program Preparation/PD Science in a Covid World (Grades 7 & 8)	Jeanmarie Anicito	10	\$405.50
		Kimberly Males	10	\$405.50
		Craig Cohen	10	\$405.50
		Kaitlyn Forsythe	10	\$405.50
M3	Health Program Preparation/PD (Grades 5-8)	Victoria Howe	10	\$405.50
		Janean Marxen	10	\$405.50
M4	Grade 6 Math (Smart Notebook)	Jennifer Amos	5	\$202.75
		Kunal Patel	5	\$202.75
		Caryn Freed	5	\$202.75
M5	Everyday Math (Grade 6)	Jennifer Amos	15	\$608.25
M6	Science Placement Assessment (Grade 8)	Jeanmarie Anicito	10	\$405.50
		Troy Knudsen	10	\$405.50
M7	Art Curriculum	Nicole Arencibia	5	\$202.75

Code: 11-000-221-110-027-00-30-03

TOTAL:

\$6,285.25

High School Workshops

<u>Workshop #</u>	<u>Workshop Name</u>	<u>Participants</u>	<u>Hours Each</u>	<u>Total Amt. Per Participant</u>
HS1	Science Online Resources	Kathryn Straubel	10	\$405.50
		Anastasia Amoakoh	10	\$405.50
		Laura Cibelli	10	\$405.50
		Nicole Rios	5	\$202.75
		Anthony DeCaro	5	\$202.75
HS2	Transition Team/Curriculum Review/NJCAN	Victoria Russo	10	\$405.50
		Michelle Gaffney	10	\$405.50
		Abigail Boele	10	\$405.50
HS3	Art Curriculum	Christine Knudsen	5	\$202.75

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		Raquel Malinger	5	\$202.75
		Jodi Zielinski	5	\$202.75

Code: 11-000-221-110-027-00-12-03

TOTAL: \$3,446.75

Combined Elementary, Middle School, High School Workshops

<u>Workshop #</u>	<u>Workshop Name</u>	<u>Participants</u>	<u>Hours Each</u>	<u>Total Amt. Per Participant</u>
C1	ELL Placement Information & Testing	Michelle Francis	8	\$324.40
		Luigina Finneran	8	\$324.40
		Yuki Kikuyama	8	\$324.40
		Diana Castro	8	\$324.40
		Melissa Weathers	8	\$324.40
		Karen Landrigan	8	\$324.40
		Jenna Renna	8	\$324.40
		Jacquelyn Palmieri	8	\$324.40
		John Corso	8	\$324.40
C2	Culturally Responsive Texts and Instructional Practices (Grades 6-12)	Elaine Marin	2	\$81.10
		Danielle Bonito	2	\$81.10
		Pamela Burke-Haug	2	\$81.10
		Jennifer Fernicola	2	\$81.10
		Steven DiIorio	2	\$81.10
		Annie Yon	2	\$81.10
		Christopher Vaccaro	2	\$81.10
C3	Art Curriculum	Franki DiMitre	5	\$202.75

Code: 11-000-221-110-027-00-29-03

TOTAL: \$3,690.05

Code: 11-000-221-110-027-00-30-03

Code: 11-000-221-110-027-00-12-03

- B.** That the Board approves an amendment to the following staff member to complete essential curricular updates and revisions for the 2020-2021 school year at an hourly rate of \$40.55 as follows:

<u>Name</u>	<u>Subject</u>	<u># of Hours</u>	<u>Total Compensation</u>
Remove: Nancy Herman Replace: Bonnie Constantine	Grade 5/6 ELA	10	\$405.50

Code: 11-000-221-110-027-00-30-03

TOTAL: \$405.50

- C. Approval of 2020 Summer Work**

That the Board approves summer employment for the following certified staff member to

proctor summer school final exams:

Michael Maio, Guidance Counselor, High School 1day @ \$349.28/day, not to exceed \$349.28.

D. Approval of Summer Work - Transportation Personnel

That the Board approves summer employment for the following transportation staff members, for Out of District ESY Programs, as indicated:

1. **Ferdavus Ayvaz**, Bus Driver, Out of District, effective July 6, 2020 - August 14, 2020
20 hours/maximum per week @ \$24.35/hour
2. **Biljana Spirovska**, Bus Aide, Out of District, effective July 6, 2020 - July 30, 2020
20 hours/maximum per week @ \$15.35/hour
3. **Laura Sanabria**, Bus Aide, Out of District, effective July 6, 2020 - August 14, 2020
20 hours/maximum per week @ \$15.35/hour
(Jesus Rivera and Diane Greco will be available to sub, if needed.)

E. Approval of Facilitators - Schedule “B” Positions

That the appointment be approved of the following facilitators for the 2020-2021 school year, at an annual stipend as outlined below, plus additional days of work outside of the 186-day school year, in accordance with Schedule “B” of the agreement between the Fair Lawn Board of Education and the Fair Lawn Education Association:

Stacy Morales, Guidance Facilitator – District, at an annual stipend of \$5,333, plus up to an additional eight days of work at their daily rate of pay, effective July 1, 2020.

F. Approval of Summer 2020 Employment for Child Study Team

That the Board of Education approves summer employment for the Child Study Team Members, for the period noted, and per diem rates as outlined below in accordance with the 2020-2021 salary schedule of the agreement between the Fair Lawn Board of Education and the Fair Lawn Education Association to begin July 6th.

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>DAYS</u>	<u>DAILY RATE</u>	<u>TOTAL</u>
			20/21	
PSYCHOLOGISTS				
Burns	Sara	12	\$376.73	\$4,520.76
LaFalce	Alison	6	\$355.28	\$2,131.68

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Fucci	Jennifer	2	\$376.73	\$753.46
Wiseman	Katie	7	\$355.28	\$2,486.96
LEARNING CONSULTANTS				
O'Carroll	Melissa	13	\$482.80	\$6,276.40
Juliano	Alison	11	\$482.80	\$5,310.80
Walsh	Tara	2	\$357.28	\$714.56
SOCIAL WORKERS				
Fletcher	Janette	4	\$591.48	\$2,365.92
Murphy	Christine	2	\$482.80	\$965.60
Cerelli	Jamie	6	\$417.30	\$2,503.80
SPEECH THERAPISTS				
Finnegan	Leah	5	\$313.28	\$1,566.40
Shansky	Scott	5	\$482.80	\$2,414.00
Suchanski	Gail	4	\$466.30	\$1,865.20
OCCUPATIONAL THERAPISTS				
Garcia	Jeanine	1	\$417.30	\$417.30
Lashley	Tracy	2	\$519.05	\$1,038.10
Bruno	Dale	1	\$486.05	\$486.05
PHYSICAL THERAPISTS				
Garcia	Jill	2	\$519.05	\$1,038.10
TOTAL				\$36,855.09

Code: 11-000-219-104-006-14-33-03

G. Approval of 2020 Summer Work

That the Board of Education approves the summer employment for certified staff members to provide summer instruction to identified students.

Dana Howard to provide instruction not to exceed 16 hours @\$40.55/hr. starting 7/6/2020 through 07/30/2020.

Melissa Michelman to provide instruction not to exceed 16 hours @40.55/hr. starting 7/6/2020

through 07/30/2020.

Code: 11-214-100-101-001-15-33-43

P6. Other Business

A. Substitutes

That the persons on the **attached** list be approved as day-to-day non-certificated/certificated substitutes and bedside/home instruction personnel (RENEWALS, REGULAR, COACHES) in the Fair Lawn Public Schools for the 2020-2021 school year, effective July 1, 2020.

B. Approval of Promotion

That a promotion be approved for the following personnel, as indicated:

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>	<u>Salary</u>	<u>Code</u>
Kelly O'Shea	Paraprofessional, Forrest School	Ancillary Teacher, Forrest School	September 1, 2020	19.5 hours/ maximum per week @ \$68.85/hour	11-424-100-101-001-00-03-03 Replacement

C. Reappointment of Part-Time Non-Certificated Personnel

That the reappointment of part-time, non-certificated, hourly employees outlined below be approved for the 2020-2021 school year at their hourly rates in accordance with the 2020-2021 hourly rate schedules, effective July 1, 2020 for 12-month employees and September 1, 2020 for ten month employees.

- Clerk Aides*
- Media Aides*
- Lunchroom Aides
- Paraprofessionals**
- Locker Room Attendants
- Nurse Aides
- Part-time Copier Operators
- Part-time Greeting Attendants
- Part-time Security Aides
- Part-time PRE-KCO Personnel
- Part-time Community School Personnel
- Part-time Bus Drivers

Part-time Bus Aides

** In accordance with the 2019-2020 hourly rate schedule of the Fair Lawn Board of Education and the Fair Lawn Association of Educational Secretaries, until such time as a successor agreement is reached.*

*** In accordance with the 2020-2021 hourly rate schedule of the Fair Lawn Board of Education and the Fair Lawn Education Association.*

Motion By Mr. Rosenberg Seconded By Mrs. Frenkel to approve Resolutions P1-6 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X			

The following **Special Education** items are brought to the Board of Education for **Action**:

SE1. Approval of Tuition/Transportation

A. Approval of Tuition/Transportation to Special Schools Providing Regular Special Education

That the Board of Education approves the special schools out-of-district payment of tuition and transportation for the Special Education student(s) outlined on the **attachment** for **Board Members Only**, for the 2020-2021 school year, at the tuition rate established pending approval of the State Department of Education.

B. Approval of Tuition/Transportation to Special Schools Providing Extended School Year Special Education

That the Board of Education approves the extended school year special schools out-of-district payment of tuition and transportation for the Special Education student(s) outlined on the **attachment** for **Board Members Only**, for the 2020-2021 school year, at the tuition rate established pending approval of the State Department of Education.

C. Approval of Receivable Tuition

That the Board approves the acceptance of tuition from sending districts to attend our Bridges CI-MD Program for the 2020-2021 school year, as indicated on the **attachment** for **Board Members Only**, at the tuition rates established by the New Jersey Department of Education.

SE2. Approval of Bedside Home Instruction for Classified Students

No items

SE3. Other Business

Approval of Student Services Providers

That the Board of Education approves a list of providers for students, according to IEP needs, for the 2020-2021 school year, as listed on the **attachment for Board Members Only**.

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Motion By Mr. Rosenberg **Seconded By** Mrs. Frenkel to approve Resolutions SE1-3 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X			

The following **Finance** items are brought to the Board of Education for **Action**:

F1. Approval of Acceptance of Gifts/Grant Funds

Upon the recommendation of the Superintendent, approval of participation in Special Olympics New Jersey (SONJ) Unified Champion Schools (UCS), an inclusive program for students with and without disabilities, whereby SONJ will provide \$10,000 to ESY 2020 and additional resources for the 2020-2021 school year.

F2. Approval of Bills Payable

A. Regular Account - May 29, 2020 through June 25, 2020

Fund Totals		
10	GENERAL FUND	\$207,571.10
11	GENERAL CURRENT EXPENSE	\$9,043,421.99
12	CAPITAL OUTLAY	\$117,452.51
13	SPECIAL SCHOOLS	\$87,416.59
20	SPECIAL REVENUE FUNDS	\$35,043.59
32	REFERENDUM 2018	\$695,905.76
60	ENTERPRISE FUND	\$65,775.53
91	TRUST AND AGENCY	\$2,956,399.72
Total for all checks listed		\$13,208,986.79

B. Payroll

That the Listing of Bills Payable, as of **May 29, 2020**, is approved; that the approved Listing of Bills Payable be recorded in the Record of Disbursement Book and that checks are issued for payment of bills if and when the funds are available.

Listing of Bills Payable on Warrant No. **994536** in the total amount of **\$2,932,614.93**.

That the Listing of Bills Payable, as of **June 15, 2020**, is approved; that the approved Listing of Bills Payable be recorded in the Record of Disbursement Book and that checks are issued for payment of bills if and when the funds are available.

Listing of Bills Payable on Warrant No. **994537** in the total amount of **\$3,047,198.72**.

F3. Approval of Monthly Reports

A. Board Secretary's Report - May 2020

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the School Business Administrator/Board Secretary certifies that as of **May 31, 2020** no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Fair Lawn Board of

Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

B. Board Treasurer’s Report - May 2020

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Fair Lawn Board of Education certifies that as of **May 31, 2020** and after review of the Secretary’s Monthly Financial Report and the Treasurer’s Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board’s knowledge, no major account or fund has been over-expended in violation of N.J.A.C.6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

C. Transfers - May 2020

That the Board authorizes the Business Administrator/Board Secretary to transfer the **attached** List of Funds for the 2019-2020 school year.

F4. Approval of State Submissions/Requirements

A. Acceptance of ESEA/ESSA Grant Funds and Approval of Application Submission for the 2020-2021 School Year

That the Board approves submission and acceptance of ESEA/ ESSA Grant Funds for the 2020-2021 school year, as follows:

Title I	\$349,568
Title II-A	\$ 83,531
Title III	\$ 43,917
Title IV	<u>\$ 21,965</u>
Total Allocation	\$498,981

B. Acceptance of the IDEA Grant Award and Approval of Application Submission for the Fiscal School Year of 2020-2021

That the Fair Lawn Board of Education accepts funds and approves the submission of the application for:

Individuals with Disabilities Education Act (IDEA) Consolidated Grant for Basic and Preschool Fiscal Year of 2020-2021 funding in the amount of:

	<u>Public</u>
Basic Allocation	\$1,214,948
Preschool Allocation	\$ 38,095

F5. Approval of Contracts/Consortiums/Cooperatives

A. 2020-2021 Anticipated Contracts to be Renewed, Awarded, or to Expire During the School Year PL 2015 - Chapter 47

Pursuant to PL 2015, Chapter 47 the Fair Lawn Board of Education intends to renew, award, or permit to expire the following contracts 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 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. seq.

B. Approval of Renewal of A.S.A.P. Messenger, LLC Agreement

BE IT RESOLVED, that the Board approves the renewal of the agreement with A.S.A.P. Messenger, LLC for District Courier Service for the 2020-2021 school year.

C. Approval of CommunityPass Contract

BE IT RESOLVED, that the Fair Lawn Board of Education hereby approves Capturepoint, LLC to provide CommunityPass on-line registration and payment processing software for programs and services provided by the Community School effective July 1, 2020 through June 30, 2021 and in accordance with the terms of the application and contract on file in the office of the School Business Administrator/Board Secretary.

D. 2020-2021 Parental Contract for Student Transportation

That permission be approved for the Parental Contract for Student Transportation for Fair Lawn parents to transport one special education student (#2653783409) to the New Bridges Middle School/High School in Paramus, NJ for the 2020-2021 school year effective September 1, 2020 through June 30, 2021. The cost will be \$17 per diem for a total of 184 days (184 days 20-21 school year) not to exceed \$3,128.00 for the school year.

E. 2020-2021 Parental Contract for Student Transportation

That permission be approved for the Parental Contract for Student Transportation for Fair Lawn parents to transport one special education student (#4411836005) to North Jersey Elks High School, Clifton, NJ for the 2020-2021 school year effective September 1, 2020 through June 30, 2020. The cost will be \$17.15 per diem for a total of 186 days (186 days 20-21 school year) not to exceed \$3,189.90 for the school year.

F. Contract Award – Consulting Services for Custodial & Management and Food Services Contracts

WHEREAS, on or about May 20, 2020, the Fair Lawn Board of Education published an advertisement which solicited proposals for consulting services for custodial & management and

food services contracts pursuant to the competitive contracting provisions of *N.J.S.A.* 18A:18A-4. *l et seq.*; **AND**

WHEREAS, on June 9, 2020, the Board received and opened one (1) proposal for the provision of consulting services for custodial & management and food services contracts; **AND**

WHEREAS, a committee was established to evaluate the proposal in accordance with the weighting criteria set forth in the request for proposals; **AND**

WHEREAS, the committee has issued a report which evaluates the proposals in accordance with the weighting of criteria set forth in the specifications and presented a recommendation; **AND**

WHEREAS, the Board has reviewed the report and accepted the recommendation of the committee; **AND**

WHEREAS, the Board has concluded that the proposal submitted by Edvocate Inc. (hereinafter referred to as "Edvocate") is the most advantageous to the School District, price and other factors considered;

NOW THEREFORE BE IT RESOLVED, based upon the recommendation of the Superintendent of Schools, the School Business Administrator and the review committee, that the Board accepts the proposal submitted by Edvocate and awards the consulting services for custodial & management and food services contracts to Edvocate for one-time RFP processing in the amount of \$8,375 for each contract and ongoing consulting services for the 2020-2021 through 2024-2025 school years in the following amounts:

- 2020-2021 school year- \$35,152
- 2021-2022 school year- \$35,855
- 2022-2023 school year- \$36,572
- 2023-2024 school year- \$37,303
- 2024-2025 school year- \$38,048

G. Approval to Participate in the Choice Partners National Purchasing Cooperative

BE IT RESOLVED, that the Fair Lawn Board of Education approves the participation in the Choice Partners National Cooperative with no cost to the District.

F6. Other Business

A. Deposits to Capital, Emergency, and Maintenance Reserve

WHEREAS, NJSA 18A:21-2, N.J.A.C. 6A:23A-14.2, N.J.A.C. 6A:23A-14.4(a)1, and NJSA 18A:7G-13 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 anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; **AND**

WHEREAS, the Fair Lawn Board of Education wishes to deposit anticipated current year surplus in excess of the maximum allowable surplus (Total Reserves Deposit), into Reserve accounts at year end; **AND**

WHEREAS, the Fair Lawn Board of Education wishes that the amount of the Total Reserves Deposit deposited into the Emergency Reserve account be the lesser of \$500,000 or the Total Reserves Deposit; **AND**

WHEREAS, the Fair Lawn Board of Education wishes that the amount of the Total Reserves Deposit deposited into the Maintenance Reserve account be the lesser of \$2,000,000 or the remaining amount of Total Reserves Deposit after the deposit to the Emergency Reserve; **AND**

WHEREAS, the Fair Lawn Board of Education wishes that the amount of the Total Reserves Deposit deposited into the Capital Reserve account be the remaining amount of the Total Reserves Deposit after the deposit to the Emergency and Maintenance Reserves; **AND**

NOW THEREFORE BE IT RESOLVED, by the Fair Lawn Board of Education, that it hereby authorizes the district's School Business Administrator to make these transfers consistent with all applicable laws and regulations.

B. Close out of Referendum Projects

BE IT RESOLVED, that the board of education confirm/approve that the "2014 Referendum Projects - Various Improvements to Westmoreland, Forrest, Lyncrest, Warren Point, Memorial Middle, Thomas Jefferson Middle and Fair Lawn High Schools" have received all closeout documents from the Architect, all retainage has been liquidated, and permanent certificates of occupancy have been received.

WHEREAS, 2014 Referendum Projects were funded through the issuance of bonds of which \$716,818.76 remains unexpended. Unexpended proceeds, upon completion of the Capital Project, whose funding was authorized by the bonds, shall be used by the School District to reduce the debt service payment.

THEREFORE BE IT RESOLVED, that the Board of Education approves the completion of the 2014 Referendum Projects and designate the unexpended bond proceeds of \$716,818.76 and if need be during closeout any additional funds remaining as reserved for Debt Service.

C. Close out of Capital Projects Fund 30

BE IT RESOLVED, that the board of education approves to close out the 2014-2015 Capital Projects and that the \$347,545.68 of unexpended appropriations remaining in Fund 30 allocated to those projects be returned to the district's Capital Reserve Account.

Motion By Mr. Rosenberg **Seconded By** Mrs. Frenkel to approve Resolutions F1-6 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X			

Public Comments New Business

Question on the REACH program workshops. Administration answered that they are looking at 5th grade moving into the middle schools and looking at the current curriculum, without significant changes. Request to review the student enrollment numbers at Forrest School as listed on the agenda. Congratulations to the Edison Preschool graduates.

Board Comments New Business

Expression of concerns for how the board interaction took place at previous meetings and a need to respect one another's opinion. Request to be civil to one another when meetings are conducted. Additional comments on the topic and the need to be colleagues were expressed. Congratulations were extended to the Middle School graduates. Question on any upcoming shared services or special education committees meeting and if the committee can look into possibilities of different placements for special education students and the therapies. Ms. DeFranco explained that the therapies could be done remotely and were approved to be included in the student's I.E.P. (Individualized Education Plan). Request to have the finance committee see how we can set aside finances to utilize small businesses in Fair Lawn. The discussion took place. There is a need for procedures to be followed amongst board members; each board

**Re-scheduled Monthly Meeting
June 24, 2020**

member gets two turns to speak, requests to committees should be made through proper channels, and the board president runs the meeting to maintain the structure. The role of board members is to oversee, not run the district.

Upcoming Meetings

<u>Date</u>	<u>Meeting</u>	<u>Time</u>	<u>Location</u>
July 2020	Regular Monthly Meeting	TBD	TBD

Motion to Recess into Closed Session

Motion By Mr. Rosenberg **Seconded By** Dr. Cohen that the Board recess into Closed Session at 8:34 p.m.

Motion to Adjourn Re-scheduled Monthly Meeting

Motion By Mr. Banta **Seconded By** Ms. Quackenbush to adjourn the Re-scheduled Monthly Meeting from Executive Closed Session on June 24, 2020 at 9:34 p.m.

Respectfully submitted,



Brooke Bartley
Business Administrator/Board Secretary

Re-Scheduled Monthly Meeting
June 24, 2020

Motion #P6A

Approval of Day-to-Day Substitutes and Bedside/Home Instruction Personnel for the 2020-21 School Year.

<u>NAME</u>	<u>DEGREE</u>	<u>COLLEGE</u>	<u>CERTIFICATION</u>	<u>MAJOR</u>	<u>INTV'D BY</u>
a. <u>Renewals</u>					
Hughes, Joan	RN	Fairfield University	State Substitute Certificate	Nursing	L. Panagia
b. <u>Regular</u>					
c. <u>Coach</u>					
a. Non-Certificated Substitutes					Position

2019-20 Monthly Transfers Worksheet - Details of Transfers

District: **Fair Lawn**
 LEA Code: **1450**
 Month/Year: **May-20**
 Date of Submission:

Lines	Budget Category	Account	(column 1 = + Data Entry)	(column 2 = + Data Entry)	(column 3 = column 1 + column 2)	(column 4 = column 3 * 0.1)	(column 5 = + or - Data Entry)	(column 6 = column 5 / column 3)	(column 7 = column 4 + column 5)	(column 8 = column 4 - column 5)
	Instruction		2019-20 Original Budget	Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	2019-20 Original Budget For Use in 10% Calculation	Maximum Transfer Amount	2019-20 YTD Net Transfers to/(from) as of Date of Submission in cell B5	% Change of Transfers YTD	2019-20 Remaining Allowable Balance From	2019-20 Remaining Allowable Balance To
3200	Regular Programs	11-1XX-100-XXX	30,714,733	649,450	31,364,183	3,136,418	221,514	0.71%	3,357,932	
10300, 11160, 12160, 40580, 41080	Special Education, Basic Skills/Remedial and Bilingual Instruction, and Speech/OT/PT and Extraordinary Services	11-2XX-100-XXX 11-000-216,217	12,999,706	278,877	13,278,583	1,327,858	580,219	4.37%	1,908,077	
13160, 15180	Vocational Programs - Local	11-3XX-100-XXX			-	-	-	0.00%	-	
17100, 17600, 19620, 20620, 21620, 22620, 23620, 25100	School-Sponsored Co/Extra-Curricular Activities, School Sponsored Athletics, and Other Instructional Programs	11-4XX-X00-XXX	2,822,952	53,886	2,876,838	287,684	13,036	0.45%	300,720	
27100	Community Services Programs/Operations	11-800-330-XXX			-	-		0.00%	-	
Undistributed Expenditures										
29180	Tuition	11-000-100-XXX	6,072,571	1,754,422	7,826,993	782,699	(479,284)	-6.12%	303,415	
29680, 30620, 41660, 42200, 43620	Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/School Library	11-000-211,213,218,219,222	9,197,186	186,442	9,383,628	938,363	(329,942)	-3.52%	608,421	
43200, 44180	Improvement of Instruction Services and Instructional Staff Training Services	11-000-221,223	726,429	2,832	729,261	72,926	50,344	6.90%	123,270	
45300	General Administration	11-000-230-XXX	932,447	36,511	968,958	96,896	81,922	8.45%	178,818	14,974
46160	School Administration	11-000-240-XXX	4,304,366	613	4,304,979	430,498	52,016	1.21%	482,514	378,482
47200, 47620	Central Services & Administrative Information Technology	11-000-25X-XXX	3,536,562	79,663	3,616,225	361,623	(135,978)	-3.76%	225,645	497,601
51120	Operation and Maintenance of Plant Services	11-000-26X-XXX	8,928,568	821,543	9,750,111	975,011	(156,319)	-1.60%	818,692	
52480	Student Transportation Services	11-000-270-XXX	3,385,723	155,636	3,541,359	354,136	70,605	1.99%	424,741	
71260	Personal Services - Employee Benefits	11-XXX-XXX-2XX	17,135,172	166,284	17,301,456	1,730,146	(83,870)	-0.48%	1,646,276	
72020	Food Services	11-000-310-XXX			-	-		0.00%	-	
72120	Transfer Property Sale Proceeds to Debt Service Reserve	11-000-520-934			-	-				
72122	Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936			-	-				
72160	Deposit to Sale/Lease-Back Reserve	10-605			-	-		0.00%	-	
72180	Interest Earned on Maintenance Reserve	10-606			-	-		0.00%	-	
72200	Deposit to Maintenance Reserve	10-606			-	-				
72220	Deposit to Current Expense Emergency Reserve	10-607			-	-				
72240	Interest Earned on Current Expense Emergency Reserve	10-607			-	-		0.00%	-	
72245	Deposit to Bus Advertising Reserve for Fuel Costs	10-610			-	-		0.00%	-	
72246	Increase in IMPACT Aid Reserve (General)	10-611			-	-				
72247	Increase in IMPACT Aid Reserve (Capital)	10-612			-	-				
72260	Total General Current Expense		100,756,415	4,186,159	104,942,574	10,494,258	(115,737)			
Capital Outlay										
75880	Equipment	12-XXX-XXX-73X	1,070,090	238,810	1,308,900	130,890	69,906	5.34%	200,796	
76260	Facilities Acquisition and Construction Services	12-000-4XX-XXX	4,453,256	275,058	4,728,314	472,831		0.00%		
76320	Capital Reserve-Transfer to Capital Projects Fund	12-000-4XX-931			-	-		0.00%	-	
76340	Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933	600,000		600,000	60,000		0.00%	60,000	
76360	Deposit to Capital Reserve	10-604			-	-				
76380	Interest Earned on Capital Reserve	10-604	2,000		2,000	200		0.00%	200	

District:	Fair Lawn
LEA Code:	1450
Month/Year:	May-20
Date of Submission	

Cells have been left blank for data entry. This line contains column numbers for the amount columns, and descriptions of the calculations in each column.

Lines	Budget Category	Account	(column 1 = + Data Entry)	(column 2 = + Data Entry)	(column 3 = column 1 + column 2)	(column 4 = column 3 * 0.1)	(column 5 = + or - Data Entry)	(column 6 = column 5 / column 3)	(column 7 = column 4 + column 5)	(column 8 = column 4 - column 5)
			2019-20 Original Budget	Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	2019-20 Original Budget For Use in 10% Calculation	Maximum Transfer Amount	2019-20 YTD Net Transfers to/(from) as of Date of Submission in cell B5	% Change of Transfers YTD	2019-20 Remaining Allowable Balance From	2019-20 Remaining Allowable Balance To
76385	Impact Aid Reserve (Capital) - Transfer to Capital Projects	12-000-400-938			-	-		0.00%	-	
76400	Total Capital Expenditures		6,125,346	513,868	6,639,214	663,921	69,906			
83080	Total Special Schools	13-XXX-XXX-XXX	1,974,187	2,948	1,977,135	197,714		0.00%	197,714	
84000	Transfer of Funds to Charter Schools	10-000-100-56X	24,707		24,707	2,471	45,831	185.50%	48,302	
84005	Transfer for Funds to Resident Renaissance Schools	10-000-100-571			-	-		0.00%	-	
84020	General Fund Contribution to School Based Budgets	10-000-520-930			-	-		0.00%	-	
84060	Operating Budget Grand Total		108,880,655	4,702,975	113,583,630	11,358,364	-			

School Business Administrator Signature:



Date: 6/18/2020