

Palisades Park Board of Education
Special Business Meeting Minutes
Tuesday, May 7, 2024 – at 6:30 p.m., Early Childhood Center

A. CALL TO ORDER : Board President

B. FLAG SALUTE

C. ROLL CALL

	Present	Absent
Ms. Soo Chung	☒	☐
Mr. Charlie Shin	☒	☐
Ms. Rebekah Lee	☐	☒
Ms. Sookyung Park	☒	☐
Mr. Aaron Pak	☐	☒
Mr. William Kim	☒	☐
Mr. Anthony Kim	☒	☐
Ms. Boyoung Yu	☒	☐
Ms. Eun Min	☒	☐
Dr. Joseph Cirillo	☒	☐
Busch Law Group LLC	☐	☒
Ms. Joseline Hernandez	☐	☒

Mr. Anthony Kim arrived late – 6:35 p.m.

Mr. William Kim arrived late – 6:55 p.m.

D. STATEMENT OF PRESIDING OFFICER

In compliance with the Open Public Meetings Act (Chapter 231, P.L. 1975), I hereby state that notice of this **Special Meeting** has been provided to the public by a written notice dated April 03, 2024 (date of published notice)

The Meeting Notice has been:

1. Emailed to all staff members at the district's 3 school locations.
2. Communicated to at least 1 of the Board's designated newspapers.
3. Filed with the Borough Clerk of Palisades Park.

E. REPORT OF THE SUPERINTENDENT

- Budget Presentation – 2024-2025 School Year

Dr. Cirillo and Aleksandar Kondovski presented the 2024-2025 budget.

Soo Chung – How does the internship affect the budget? Dr. Cirillo responded, there must be a supervisor to oversee their work. Administrative costs will rise.

Charlie Shin – As some salaries have been moved to OT/PT Related Services, have employee benefits decreased as a result? Dr. Cirillo responded, we did not pay benefits to our teacher aides. The aides are now receiving health benefits through ESS.

Charlie Shin – Please explain the enrollment adjustment increase. Dr. Cirillo responded, it is called enrollment adjustment aide. If you go over a certain percentage from one year to the next, we can seek additional money from the tax levy.

F. FINANCE

Consent Agenda for Items 1-4 – Charlie Shin

1. FINAL BUDGET RESOLUTION

WHEREAS, the Palisades Park Board of Education adopted a tentative budget on March 6, 2024, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 10, 2024, and

WHEREAS, the tentative budget was advertised in the legal section of The Record on April 19, 2024, and

WHEREAS, the final budget was presented to the public during a public hearing held in the Early Childhood Center, 270 1st Street, Palisades Park, NJ, on May 7, 2024.

	Budget	Local Tax
Total General Fund	\$32,128,306	\$26,371,112
Total Special Revenue Fund	\$5,910,019	\$0
Total Debt Service Fund	\$0	\$0
Totals	\$38,038,325	\$26,371,112

2. MAXIMUM TRAVEL

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Palisades Park Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$10,000 for SY2024-2025. The maximum travel expenditure amount for SY2023-2024 is \$10,000, of which \$3,944 has been spent and \$1,000 is encumbered as of February 6, 2024.

3. TRAVEL AND RELATED EXPENSE REIMBURSEMENT

WHEREAS, The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

AND, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member or district board of education member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms;

NOW BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$10,000.00 for all staff and board members for SY2024-2025.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

4. MAINTENANCE RESERVE Withdrawal

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$350,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the Comprehensive maintenance plan (CMP) pursuant to N.J.A.C. 6A:26-20.5.

Moved by: Eun Min

Seconded By: Anthony Kim

VOTE

Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P
Soo Chung	☒	☐	☐	☐	Sookyung Park	☒	☐	☐	☐
Anthony Kim	☒	☐	☐	☐	Charlie Shin	☒	☐	☐	☐
Rebekah Lee	☐	☐	☐	☒	William Kim	☒	☐	☐	☐
Eun Min	☒	☐	☐	☐	Boyoung Yu	☒	☐	☐	☐
Aaron Pak	☐	☐	☐	☒					

G. NEW BUSINESS

H. AUDIENCE PARTICIPATION

Neris Papoters – Addressed her concerns regarding the rising population of students. Mrs. Papoters mentioned the locked fence at Lindbergh School. Soo Chung responded, she will discuss the fence with Dr. Cirillo and then will set up a meeting with the Mayor and Council. Dr. Cirillo added that we can not be held responsible with liability if someone gets hurt. This is not just a school problem; we must work as a community.

Naomi Rivera – The back gate at Lindbergh School is usually open.

Trisha – Will the aides that are currently working with ESS be rehired for next school year? Dr. Cirillo responded, yes that is the anticipation.

Trisha – Is the summer program for the IEP children factored in? Dr. Cirillo responded, yes.

Motion to close audience participation:

Motion: Eun Min

All in favor – aye – 7:32 p.m.

I. CLOSED SESSION

J. ADJOURNMENT

Motion to adjourn:

Motion: Boyoung Yu

Second: Anthony Kim

All in favor – aye – 7:33 p.m.

Respectfully submitted,



Aleksandar Kondovski

School Business Administrator/Board Secretary