

Palisades Park Board of Education
Work Session/Regular Business Meeting Agenda
Wednesday, April 17, 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	☒	☐
Ms. Joseline Hernandez	☐	☒

Mr. William Kim arrived at 6:33 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 **Regular Meeting** has been provided to the public by a written notice dated January 14, 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. REVIEW AND DISCUSS RESOLUTIONS TO BE VOTED ON AT THE REGULAR MEETING

Close work session and open regular meeting

Motion: Anthony Kim

2nd: William Kim

All in favor aye - 7:15 p.m.

F. ADJOURN WORK SESSION: OPEN REGULAR MEETING

G. REPORT OF THE BOARD PRESIDENT

Soo Chung wanted to remind the public there will be a special meeting on May 7th regarding the Budget Hearing. As a result, we moved our Regular May Meeting to May 22nd at 6:30 p.m. Financial Disclosure Statements are due April 30th.

Soo Chung – Who designs the school website? Dr. Cirillo responded, he makes the recommendations to IT team.

H. REPORT OF THE SUPERINTENDENT

- Graduation Dates

Graduation day ECC – County Field – June 19th at 9 30 a.m.

Lindbergh Elementary School – County Field – June 19th at 5:00 p.m.

PPHS – County Field – June 19th at 7:30 p.m.

Rain Date – ECC – relocate to PPHS gymnasium on the same date – June 19th.

Rain Date – Lindbergh – June 20th at the County Field at 5:00 p.m.

Rain Date – PPHS – June 20th at the County Field at 7:30 p.m.

We must move our June 19th BOE Meeting.

Dr. Cirillo would like to publicly invite the “Teachers of the Year”, Laurie Nova, Malachy McMullen, and William Hutchinson to our next meeting.

- NJSBA Unsung Hero

A Senior from our PPHS was recognized as an Unsung Hero. Ms. Jaylin Rivera was recognized by Dr. Cirillo and the Board. Ms. Rivera is a volunteer with the Fire Department.

I. REPORT OF THE BOARD ATTORNEY

Busch Law Group – No Report.

J. APPROVAL OF BOARD MINUTES

1. Approval of Minutes – Regular Business Meeting – March 20, 2024

Move that the Palisades Park Board of Education upon recommendation of the Superintendent approves the minutes of the following meeting;

- March 20, 2024 Regular Meeting Minutes

Moved by: Rebekah Lee

Seconded By: Eun Min

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	☒	☐	☐	☐					

COMMITTEE REPORTS

K. FINANCE

Consent Agenda for Items 1-12 – Charlie Shin

1. FOOD SERVICE VOUCHERS

BE IT RESOLVED that the Palisades Park Board of Education upon recommendation of the Superintendent approves Food Service Payment(s) as follows:

VENDOR	DESCRIPTION	COST
Pomptonian Food Service	Invoice 637 030824 – Request for Expenses	\$22,445.32
Pomptonian Food Service	Invoice 637 031524 – Request for Expenses	\$35,088.05
Pomptonian Food Service	Invoice 637 032224 – Request for Expenses	\$12,285.03
Pomptonian Food Service	Invoice 637 032924 – Request for Expenses	\$33,759.30
John Earl Inc	Lindbergh – Floor Scrubber #112349	\$7,659.58
John Earl Inc	PPHS – Floor Scrubber #112350	\$7,659.58
John Earl Inc	ECC – Floor Scrubber #112351	\$7,659.58
Jay Hill Repairs	Repair oven @ ECC #1023634	\$3,213.95
Grainger, Inc.	Repair parts Café #9056079628	\$45.44

2. SECRETARY’S AND TREASURER’S FINANCIAL REPORTS

BE IT RESOLVED that the Palisades Park School District Board of Education, upon the recommendation of the Superintendent, accepts the Secretary’s and Treasurer’s unaudited 2023-24 financial reports, which are in agreement reflecting the district’s financial activities for the period March 2024.

3. RATIFICATION OF BOARD SECRETARY’S MONTHLY CERTIFICATION – BUDGETARY LINE ITEM STATUS

BE IT RESOLVED pursuant to N.J.A.C.6A:23-2.11(c)3, the Board Secretary certifies that as of March 2024 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:232.11(a).

BE IT FURTHER RESOLVED pursuant to N.J.A.C.6A:23-2.11(c)4 that the Palisades Park School District Board of Education certifies that as of March 2024 after review of the Board Secretary’s and Treasurer’s monthly financial report, in the minutes of the Board each month that no major account or fund has been over expended in violation of N.J.A.C.6A:23-2.11(b).

4. APPROVAL OF PAYROLL – 03/15/24, 03/28/24

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following payroll amount:

Payroll Date	Amount
03/15/24	\$868,633.01
03/28/24	\$912,422.69

5. APPROVAL OF THE BILL LIST – APRIL

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the March 2024 bill list in the amount of **\$1,266,600.13:**

- Fund 10 (General/Current Expenses) \$879,029.90
- Fund 20 (Special Revenue) \$257,754.40
- Fund 60 (Food Service) \$129,815.83

6. TRANSFERS

RESOLVED that the Palisades Park Board of Education, upon the recommendation of the superintendent, approves transfers for the month of March 2024.

7. STUDENT ACTIVITIES ACCOUNTS

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent accepts the financial reports for the High School and the Lindbergh School Activities Accounts, for the month ending 03/31/2024. (on file in BOE Office)

8. STAFF MEMBER VISITATIONS/WORKSHOPS

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent, approves the following requests for professional Visitations/Workshops:

Staff Member	Activity	Location	Date(s)	Cost	Account Number
Debra Youmshakian	Getting to Know the NGSS and NJSLA – Science	PRISM – Montclair, NJ	4/19/24	\$175.00	20-270-200-300-01
Lisa Yee	Practical Therapy Techniques	Virtual	5/9/24	\$279.00	20-270-200-300-01
Joanna Hali	Legislative Breakfast & Keynote Event	Biagio's – Paramus, NJ	5/3/24	\$40.00	20-270-200-300-01
Emily Kline	Social Work Ethics Live Webinar	Virtual	5/22/24	\$50.00	20-270-200-300-01

9. APPROVAL OF HVAC PAYMENT

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent, approves the following payments for the HVAC Project:

Contractor	Payment No.	Cost	Date(s)
H&S Construction	15	\$48,755.00	04/10/24

10. APPROVAL OF SEMI CORRECTIVE ACTION PLAN – 2023-2024 SY

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent, approves the submission of the SEMI Corrective Action Plan, SY 2023-2024 to the Bergen County Executive Superintendent of Schools.

11. LAN ASSOCIATES – FEE PROPOSAL

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent, approves the fee proposal for the “Locker Room Conversion” at Lindbergh Elementary School to preschool classrooms. Fee amount - \$56,000

12. PROFESSIONAL SERVICES – ARCHITECT OF RECORD – 2024

BE IT RESOLVED, that the Palisades Park Board of Education approves the following professional service appointment and contract from March 20, 2024 through the 2025 Reorganization Meeting.

Vendor Type	Vendor	Estimated Cost	Not to Exceed
Architect	LAN Associates	\$190/ hr – Principal \$180/hr – Assistant Vice President \$170/hr – Senior Associate \$160/hr – Associate Architect \$150/hr – Senior Architect \$135/hr – Architect	\$50,000 unless specifically approved by BOE

Rebekah Lee – question regarding #11. Dr. Cirillo responded, due to the demand in our preschool program, we would like to use the two unused locker rooms at Lindbergh for Preschool Classrooms. We have a need to expand our program. There is no other space in the district.

Eun Min - #9 – How many more payments are there and what is the balance? Aleksandar Kondovski responded, there is still a remaining balance of approximately \$600,000. We are close to nearing completion.

Anthony Kim - #11 – How large are the locker rooms? Dr. Cirillo responded, the requirement is 15 students maximum and a minimum of 950 square feet. We are just shy of 950 sq. ft and will be seeking a waiver on the square footage.

Soo Chung – Inquired regarding #12. Dr. Cirillo responded, this is a recommendation of our auditors. We have received a finding and do not want a repeat finding.

Soo Chung - #5 – Wants to discuss the Bills List.

Motion to approve #1-12 excluding #5 (Bills List)

Moved by: Charlie Shin

Seconded By: Aaron Pak

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	☒	☐	☐	☐					

Motion to approve #5 - Bills List

Moved by: Charlie Shin

Seconded By: Soo Chung

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	☒	☐	☐	☐					

L. BUILDINGS AND GROUNDS

Consent agenda for Items 1-2 – Rebekah Lee

1. ANNUAL NIGHT OUT – PALISADES PARK POLICE DEPARTMENT

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the 20th annual National Night out Against Crime and Drug Prevention to be held on the baseball field/playground area at Lindbergh Elementary School on August 6, 2024.

2. SCHOOL BUS EMERGENCY EVACUATION DRILL - ECC

BE IT RESOLVED that the Palisades Park Board of Education, pursuant to the Administrative Code (NJAC 6A:27-11.2) and at the recommendation of the Superintendent, approve the following completed school bus emergency evacuation drill for the Dr. Charles R. Smith, Jr. Early Childhood Center, 270 1st Street, Palisades Park, NJ.

The annual drill for the 2023-2024 school year was conducted on April 10, 2024 at 9:00 a.m. at the front of the Early Childhood Center drop off.

WHEREAS, the First Student Bus Company’s staff of school bus drivers participated in the school bus emergency evacuation drill and which included the supervision of Mrs. Jillian Romero, Principal.

Moved by: Anthony Kim

Seconded By: Boyoung Yu

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	☒	☐	☐	☐					

M. PERSONNEL

Consent agenda for Items 1-6 – Charlie Shin

1. APPOINTMENT OF SUBSTITUTE TEACHERS

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following substitute teacher appointments:

Justine Carlow
Elementary School Teacher
Permanent Sub - \$150 per diem
Effective: TBD

Nadia Seltzer
Elementary School Teacher
Permanent Sub - \$150 per diem
Effective: TBD

2. RESIGNATION

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent accepts, with regret, the resignation of the following staff members:

- Oliver Nicholson – Social Worker – effective: May 26, 2024
- Isaias Morales – Part Time Custodian - effective immediately

3. REQUEST FOR LEAVE

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves a leave request for:

Jared Zuckerman
High School Teacher
Effective: 5/20/2024
Mr. Zuckerman will return on 6/16/2024

4. MIDDLE SCHOOL DANCE COACH

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the appointment of Rachel Morgese as the Middle School Dance Coach.

Stipend - \$2,987 as per contract

5. MIDDLE SCHOOL TRACK COACH

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the appointment of Rwan Elmohdli as the Middle School Track Coach.

Stipend - \$2,987 as per contract

6. APPOINTMENT OF STAFF

BE IT RESOLVED that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the appointment of the following personnel:

Employee Name	Position	Salary	Start Date	Account #	Building
Teodora Mezzina	Leave Replacement	\$58,650 BA Step 1	TBD	11-110-100-101-02	ECC
Hilaria Reyes Cotzalo	Part Time Custodian	\$16.00/hour	April 8, 2024	11-000-262-101-01	Lindbergh

Moved by: Charlie Shin

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	☒	☐	☐	☐					

N. CURRICULUM

Consent agenda for Item 1– Boyoung Yu

1. FIELD TRIPS

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the following Field Trips:

- Destination: **Lindbergh Elementary School**
- Date: 4/18/24, 4/30/24, 5/07/24, 6/04/24
- Time: 9:00 am – 10:30 am
- Groups: Work Based Learning
- Cost per Student: None

- Destination: **Traphagen Elementary School – Waldwick, NJ**
- Date: Wednesday, June 5, 2024
- Time: 9:00 am – 2:00 pm
- Course Grades: Gifted & Talented
- Cost per Student: None

- Destination: **Statue of Liberty**
- Date: Tuesday, May 14, 2024
- Time: 8:00 am – 3:00 pm
- Course Grades: ESL – High School
- Cost per Student: \$30.00

- Destination: **Bowlero – Wallington, NJ**
- Date: Thursday, May 30, 2024
- Time: 9:30 am – 1:30 pm
- Course Grade: 5th Grade
- Cost per Student: \$34.00

- Destination: **NY Boulders – Clover Stadium**
- Date: Tuesday, June 4, 2024
- Time: 9:00 am – 2:30 pm
- Course: 6th Grade
- Cost per Student: \$30.00

- Destination: **Bowlero – Fair Lawn, NJ**
- Date: Wednesday, June 5, 2024
- Time: 9:00 am – 1:00 pm
- Group: 3rd Grade
- Cost per Student: \$28.00

- Destination: **Overpeck Creek – Ridgefield, NJ**
- Date: Sunday, May 5, 2024
- Time: 10:00 am – 1:00 pm
- Group: Environmental Club
- Cost per Student: None

- Destination: **Laurel Hill Park – Secaucus, NJ**
- Date: Saturday, June 8, 2024
- Time: 9:00 am – 12:00 pm
- Group: Environmental Club
- Cost per Student: None

- Destination: **American Dream Mall – Sea Life Aquarium**
- Date: Tuesday, June 4, 2024
- Time: 9:00 am – 1:00 pm
- Group: Work Based Learning
- Cost per Student: None

- Destination: **9/11 Memorial/Museum**
- Date: Wednesday, May 29, 2024
- Time: 8:00 am – 3:00 pm
- Group: US History 2
- Cost per Student: \$30.00

Moved by: Eun Min

Seconded By: Aaron Pak

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	☒	☐	☐	☐					

O. NEGOTIATIONS – William Kim

Mr. William Kim stated negotiations are ongoing.

P. POLICY – Eun Min**Q. NJ SCHOOL BOARDS LIAISON/ALTERNATE – Sookyung Park****R. COUNTY SCHOOL BOARDS REP/ALTERNATE – Aaron Pak****S. SCHOOL SAFETY AND SECURITY COMMITTEE – Anthony Kim**

T. OLD BUSINESS

Charlie Shin – stated there new data was released from the NJ Department of Education for the 2022-2023 school year. Charlie Shin suggests we make a task force team due to the low graduation rates as per the new data shown. Dr. Cirillo responded, disagreeing with the data. If that data was correct, we would not have passed QSAC, which we have done. I can go on record that the data is incorrect.

Dr. Cirillo asked Christian Guerrero whether the data was on the website. Chris Guerrero confirmed it is.

William Kim – If we create a committee, we should focus on overall improvement of the schools.

U. NEW BUSINESS

1. CALENDAR YEAR 2024-2025 SY

BE IT RESOLVED, that the Palisades Park Board of Education upon the recommendation of the Superintendent approves the district calendar for the 2024-2025 school year.

Rebekah Lee – There is a minimum of 180 school days. In the past we used to have snow days “built in” to the calendar. Dr. Cirillo responded, we are not bound to a graduation location because we no longer do project graduation. I think adding days at the end of the year is not the answer because the weather is so unpredictable.

Soo Chung inquired regarding Spring Break. Dr. Cirillo responded, we take into the account the surrounding school districts and transportation when it comes deciding what week Spring Break should be.

Moved by: Boyoung Yu

Seconded By: Aaron Pak

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	☒	☐	☐	☐					

2. UNITED TAE KWON DO

Motion to approve an event at the PPHS from “United Tae Kwon Do” on Saturday May 18th from 9:00 a.m. to 3:00 p.m. Approximately 100-150 students will be in attendance. We have the Certificate of Insurance on file and must be updated. A security deposit has been paid and the vendor is willing to make a donation to one of our senior students.
Fee - \$500

Moved by: William Kim

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	☒	☐	☐	☐					

V. AUDIENCE PARTICIPATION

Open audience participation

Motion: Eun Min

2nd: Boyoung Yu

All in favor – aye 7:32 p.m.

Naomi Rivera – Glen Avenue – Is the conversion of the locker rooms to classrooms a permanent solution? Where are the locker rooms located? Dr. Cirillo responded, the locker rooms are located on the ground level of the Lindbergh Elementary School. With 2 exterior exits, it can be a nice drop off. We did submit a grant to the State Dept of Education.

Joe Sperlazzo – The locker rooms are not being used as locker rooms right now. We have our IT department utilizing that space. It is the perfect idea if we do get it spruced up. It has restrooms in them.

Aimee Jimenez Harper – ECC teacher – If the waiver for these locker rooms was approved, does that change that capacity for 15 students? Dr. Cirillo responded, I have seen waivers approved at 750 sq ft. The amount of furniture in the room would be reconsidered. We are at about 930 sq ft. It would be ECERS approved.

Close audience participation:

Motion: Aaron Pak

2nd: Charlie Shin

All in favor aye: 7:39 p.m.

W. CLOSED SESSION

REDACTED

X. ADJOURNMENT

Motion to reopen regular meeting: Boyoung Yu

Second – Rebekah Lee

All in favor aye – 8:22 p.m.

Motion to approved two HIB Matters – The decision in both HIB cases were “Inconclusive”

Moved by: Rebekah Lee

Seconded By: Charlie Shin

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	☒	☐	☐	☐					

Motion to Adjourn:

Motion: Soo Chung

2nd: William Kim

All in favor - Aye – 8:24 p.m.

Respectfully submitted,



Aleksandar Kondovski

School Business Administrator/Board Secretary