

Palisades Park Board of Education
Special Business Meeting Agenda
Friday, April 11, 2025 – at 7:00 p.m., Early Childhood Center

A. CALL TO ORDER: Board President

B. FLAG SALUTE

C. ROLL CALL

	Present	Absent
Ms. Soo Chung	<input type="checkbox"/>	<input type="checkbox"/>
Mr. William Kim	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Anthony Kim	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Rebekah Lee	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Sookyung Park	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Boyoung Yu	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Aaron Pak	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Jun Yim	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Sergio Calle	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Joseph Cirillo	<input type="checkbox"/>	<input type="checkbox"/>
Busch Law Group	<input type="checkbox"/>	<input type="checkbox"/>
Tyler Jung-Student Rep	<input type="checkbox"/>	<input type="checkbox"/>

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 3, 2025 (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 The Record.
3. Filed with the Borough Clerk of Palisades Park.

E. REPORT OF THE BOARD PRESIDENT

COMMITTEE REPORTS

F. POLICY

Consent agenda for Items 1-5 – Boyoung Yu

1. POLICY REVISION – 3571.4 AUDIT – 2nd READINNG

BE IT RESOLVED, the Palisades Park Board of Education amends Policy 3571.4 – “Audit” to add the following **additional language**:

“The Board of Education shall not select an auditing firm that is simultaneously employed by the Borough of Palisades Park to perform the Borough’s annual audit.”

2. POLICY REVISION – 3571.4 AUDIT – 2ND READING

BE IT RESOLVED, that the Palisades Park Board of Education approves the following updated Policy #3571.4 “Audit”. The Policy update adds content requiring the submission of a corrective action plan for repeat audit findings from a prior year.

3. POLICY #9140 – STUDENT REPRESENTATIVES TO THE BOARD – 2ND READING

BE IT RESOLVED, that the Palisades Park Board of Education amends the following updated Policy #9140 “Student Representatives to The Board”. The Policy update will reflect a change in the appointment of the student representative and the term of the appointment.

Existing language: Student representatives to the board shall serve a term of one year and may be reappointed. The term shall begin with the organizational meeting of the board and extend to the meeting prior to the next organizational meeting. The selected representatives shall be appointed by the Junio/Senior High School principal. Appointment shall occur at least four weeks prior to the organizational meeting of the board.

Revised: Interested students shall submit a letter of intent to be considered for election. An election will be held to elect a student representative to the board of education. The elected student shall begin their term on July 1 through June 30 of the new school year. Students may run for re-election when their term expires.

4. BYLAW #9121 – ELECTION AND DUTIES OF PRESIDENT – 1ST READING

BE IT RESOLVED, to ensure the independence of the Board of Education from the external pressures and to ensure the best choices for its members, the Palisades Park Board of Education amends Bylaw #9121 “Election and Duties of President” to **remove** the following language:

No officer may serve more than two consecutive terms.

5. POLICY REVISION – 3327 RELATIONS WITH VENDORS – 2ND READING

BE IT RESOLVED, the Palisades Park Board of Education amends Policy 3327 – Relations with Vendors, section “Strategies to Avoid Excessive Professional Services Expenditures” to **add** paragraph D –

All professional services firms must execute and adhere to the Palisades Park Board of Education's **Terms and Conditions for Professional Services (BOE T&C)** prior to commencing services. Any agreements entered without the execution of these terms and conditions shall be deemed unauthorized and unenforceable unless explicitly waived by formal Board resolution.

Moved by:

Seconded By:

VOTE

Board Member	Yes	No	Abs.	N/P	Board Member	Yes	No	Abs.	N/P
Soo Chung	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Boyoung Yu	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sergio Calle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sookyung Park	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rebekah Lee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	William Kim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anthony Kim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Aaron Pak	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jun Yim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					

G. UNFINISHED BUSINESS

- Personnel Matters
- BY LAW #9322 – PUBLIC AND EXECUTIVE SESSIONS
- POLICY #6142.10 – INTERNET SAFETY AND TECHNOLOGY

H. AUDIENCE PARTICIPATION

I. CLOSED SESSION

- Legal Settlement
- Personnel Matters
- OPRA Matters

J. ADJOURNMENT

Bylaw 9322: PUBLIC AND EXECUTIVE SESSIONS

Electronic Communication Among Board Members

add paragraph F- Electronic Communication among Board Members "F : School District provided Board member emails may only be accessed through proper procedures in adherence to the Open Public Records Act by all parties including district administration and employees.,"

Policy 6142.10 – INTERNET SAFETY AND TECHNOLOGY

District Rights and Responsibilities

Existing language - The computer system is the property of the district, and all computer software and hardware belong to it. Therefore, the district retains the right to monitor all access to and use of the internet.

Revised language - The computer system is the property of the district, and all computer software and hardware belong to it. Therefore, the district retains the right to monitor all access to and use of the internet. For the avoidance of doubt, the right to monitor does not provide arbitrary access by administration and employees to School District provided Board Member email. (Refer to Bylaw 9322 F). District employees (IT or otherwise) and Administration shall not alter or delete email or other IT logs without prior approval by the Board.

Terms and Conditions for Professional Services
Palisades Park Board of Education
410 2nd Street
Palisades Park, NJ 07650

The Palisades Park Board of Education (“Board” or “BOE”) is a public entity that operates on a limited budget funded by taxpayers. These Terms and Conditions aim to ensure transparency, fiscal responsibility, and accountability in the retention and management of professional services. The Professional Services Firm, _____ (the "Provider") agrees to strictly adhere to these terms (“BOE T&C”) to ensure responsible use of public funds and compliance with applicable laws.

1. Scope of Services

All professional services must be explicitly defined and approved by the Board of Education. Providers may not retain or subcontract other professional services firms or individuals without prior approval through formal resolution by the Board. All engagements must be made directly with the Board of Education.

2. Authority for Retention and Payment

All professional service engagements require explicit prior approval through formal Board resolution. The administration does not have authority to independently retain or authorize payments for professional services without explicit Board approval.

3. Billing and Invoicing

Invoices must clearly detail services rendered, including supporting documentation. Invoices must be submitted monthly to the Board's Business Administrator.

4. Overbilling Protections

Invoices exceeding the authorized budget without explicit Board approval or lacking detailed documentation will not be honored.

5. Retainer Agreements

Each engagement must have a retainer agreement explicitly detailing the scope, billing rates, budget limitations, and payment terms. Payments will only be made in accordance with Board-approved retainer agreements subject to BOE T&C.

6. Monthly Statements

Providers must submit monthly statements detailing services rendered and payments made.

7. Audit and Inspection

The Board retains the right to audit financial and service records related to services at any reasonable time. Providers must cooperate by providing all requested documentation and access.

8. Superseding Clause

These Terms and Conditions govern and supersede any other agreements, verbal or written, unless explicitly waived by formal Board resolution.

9. Recognition and Non-waiver Clause

Receipt, review, or payment for services provided does not constitute acceptance of services or waiver of any rights or conditions outlined herein. Formal acceptance must be explicitly indicated through formal Board resolution.

10. Applicable Law and Compliance

Providers must adhere to all applicable laws, regulations, and ethical standards in New Jersey.

11. Non-waiver of Rights and Liability Protection

Professional services performed without explicit Board authorization or billing that exceeds or is outside the approved scope will automatically be denied. Providers acknowledge the Board will not be held liable for unauthorized charges.

12. Dispute and Expense Responsibility

Any expenses (legal or otherwise) incurred by the Board arising from a dispute in fees resulting directly from a clear breach of these Terms and Conditions (BOE T&C) shall be the financial responsibility of the Provider.

Acknowledged and Agreed:

Professional Services Name: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Palisades Park Board of Education

Signature: _____

Title: _____