

**MINUTES OF THE PATERSON BOARD OF EDUCATION  
WORKSHOP MEETING**

February 3, 2016 - 6:38 p.m.  
Administrative Offices

Presiding: Comm. Christopher Irving, President

Present:

Dr. Donnie Evans, State District Superintendent  
Ms. Eileen Shafer, Deputy Superintendent  
Lisa Pollak, Esq., General Counsel

Comm. Oshin Castillo  
Comm. Chrystal Cleaves, Vice President  
Comm. Jonathan Hodges  
Comm. Errol Kerr

\*Comm. Lilisa Mimms  
Comm. Nakima Redmon  
Comm. Flavio Rivera

Absent:

Comm. Kenneth Simmons

The Salute to the Flag was led by Comm. Irving.

Comm. Cleaves read the Open Public Meetings Act:

The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of, and to attend the meetings of the Paterson Public School District, as well as other public bodies at which any business affecting the interest of the public is discussed or acted upon.

In accordance with the provisions of this law, the Paterson Public School District has caused notice of this meeting:

**Workshop Meeting  
February 3, 2016 at 6:30 p.m.  
Administrative Offices  
90 Delaware Avenue  
Paterson, New Jersey**

to be published by having the date, time and place posted in the office of the City Clerk of the City of Paterson, at the entrance of the Paterson Public School offices, on the district's website, and by sending notice of the meeting to the Arab Voice, El Diario, the Italian Voice, the North Jersey Herald & News, and The Record.

Comm. Irving: Just note for the record, Comm. Simmons will not be joining us tonight. I want to welcome everyone this evening. We have a few presentations and then a public hearing for the HIB presentation. Before we proceed, I want to turn it over to Dr. Evans just to clarify some issues that have been in the media recently.

Dr. Evans: Thank you, Mr. President. A lot of questions have been surfacing regarding the eligibility of one of our members and that has resulted in extensive research and

consultation with the Department of Education, with the County Executive Superintendent, and ultimately opinions were rendered and decisions were made. At this point, I'd like to turn it over to Ms. Pollak.

Ms. Pollak: Thank you, Dr. Evans. Good evening, Board. I'm just going to read something into the record. It's a general statement: "To Whom It May Concern, regarding the eligibility of Oshin Castillo for membership on the Paterson School Board, the district has conducted extensive research and consultation and determined that she continues to be eligible to retain a seat on the Board."

Comm. Irving: Thank you so much. With that said, Comm. Castillo, great to have you. Glad you're here. Let's move on.

## **PRESENTATIONS AND COMMUNICATIONS**

### **National Football League Super Bowl High School Honor Roll Golden Football**

Ms. Shafer: Good evening. I'm going to ask at this time if Ms. Cruz, Assemblyman Wimberly, and principals from Eastside High School would all come forward. I'm going to read a letter from the NFL Commissioner Roger Goodell. It says, "As we mark our 50<sup>th</sup> Super Bowl season we are celebrating the players and coaches of the past 49 Super Bowls and their communities by presenting their high schools with a Golden Football. Nearly 3,000 players and head coaches in more than 2,000 high schools are being recognized throughout this initiative. In some cases, however, the high school of a Super Bowl player or head coach no longer exists. Where that is the case, we had to find an alternative outlet for honoring the player or head coach from your community. That is the reason for the enclosed Golden Football in honor of Victor Cruz." As we all know, Victor Cruz attended School 21 and then he went on to Paterson Catholic. "Through his membership in the Super Bowl High School Honor Roll you also will receive an NFL Character Education Curriculum and are eligible to apply for a grant from the NFL Foundation to help support your football team." It gives you information. "Football has always been more than wins and losses. The game teaches valuable skills that last a lifetime. High school football programs from coast to coast have consistently developed citizens of high character by instilling the values of football in their student athletes. The NFL is grateful to you and your community and we honor your team in which you are a member and developing champions on and off the field." Paterson has been selected to receive a Golden Football by the NFL and to become part of the Super Bowl honor community. Victor Cruz, one of our own Patersonians, is a member of the Super Bowl High School Honor Roll, which allows the district to benefit from the NFL Character Education Curriculum and also the Golden Football to be displayed at Eastside High School. It gives me great pleasure to stand here and speak about one of Paterson's sons, Victor Cruz. Again, he attended School 21 here in Paterson and went on to Paterson Catholic. Victor continues to give back to his community. He has been involved in many of our educational programs, specifically our most recent science fair. In addition, our Assemblyman Benjie Wimberly has been a huge influence in Victor Cruz' life as a coach at Paterson Catholic and also as a mentor and continues to be good friends. Assemblyman Wimberly worked at Eastside High School for 10 years. Therefore, the Golden Football will be displayed at Eastside High School. Being part of the 2,000 high schools that are recognized by the National Football League is truly a testimony of the good things happening here in Paterson. At this time, on behalf of her son who is on his way right now to the Super Bowl, I would like for Victor Cruz' mother, Blanca Cruz, to come up and receive this great honor, the Golden Football. It has Victor's name on it and I'd like to say to you, Ms. Cruz, that we

applaud you as the mother of Victor. I know you're very proud of him as we are and the entire City of Paterson as he continues to give back to his community. It's an honor for me to present this to you in celebration of the 50<sup>th</sup> Super Bowl and in recognition of your son Victor, New York Giants player.

Assemblyman Benjie Wimberly: On behalf of Victor, as you know he's travelling at this time. It's a busy week with the Super Bowl. It's truly an honor. I thank Dr. Evans, Deputy Superintendent Shafer, and the administration and Commissioners for the opportunity to have this ball presented here in the City of Paterson. I was telling Blanca I was on a flight a couple of weeks ago and somebody said you're getting a Golden Football. I looked at them like, what are you talking about? I had no idea. This is the Golden Football I guess he was talking about from the NFL. I know Victor would be very proud. He's a School 21 kid right off East 18<sup>th</sup> Street here in the City of Paterson and to the principals at Eastside High School, I'm sure this will be displayed proudly in a very safe and secure place. Does this mean I'm now hired back as the football coach at Eastside High School? On behalf of Victor, this is truly a great honor.

Ms. Blanca Cruz: Thank you so much. I'm extremely proud of my son and everything he's doing. He's involved in the City of Paterson. He takes great pride in that. Everywhere he goes he proudly tells them he's from Paterson, New Jersey. He lets them know where he's from. I'm extremely proud of him. Coach Wimberly is not only a coach. He's more than a mentor. He's become a father to Victor. We call Coach Wimberly all the time. He's more like a father. Thank you so much for everything.

Ms. Shafer: Thank you.

#### **Discussion on Internal Audit Report Findings on Fire and Security Drill Review Report for the Period July 2014 through June 2015**

Dr. Evans: I'm going to ask Ms. Shafer to make some introductory remarks regarding this item and then we're going to turn it over to Director Smith to actually deliver the report.

Ms. Shafer: Thank you, Dr. Evans. We received an OFAC report about three weeks ago in regards to the 14-15 security drills and fire drills. They put together a spread sheet of the drills that were done and then the drills that were not done monthly. The auditors failed to reach out to me or to Jim Smith and ask us to cycle back with the principals to see those that they had missing whether they were done or not and could provide the documentation. So the report was completed and then I went and visited with the auditor. Going forward, I will be involved as they prepare these audits. The assistant superintendents reached out to the principals and we were able to retrieve, and it's in your packet and attached, all but 11 incidents and 5 schools. It was very different than what the auditor's report suggests. I just wanted to give you the background information and I'm going to let Jim Smith, who is in charge of the security drills, talk to you about it, as well as Tom Hertz, who is in charge of the fire drills, go through the audit findings with you, and then also go through the corrective action plan.

Captain James Smith: Good evening everyone. We sat down with the internal audit review team and we wanted to find out exactly what they needed in the area of safety drills and fire drills. We worked with them on it a little later and we worked with them to recover what was sent to them as far as the safety drills and fire drills. What we decided at the time was that we were going to be placed in charge of it now – something else I'm in charge of now. The fire drills will be the charge of our fire code construction manager. With the cooperation and help of Terry Corallo, we were able to

use the Versiform that we have now, the electronic form, so this way we wouldn't have any more instances of lost paperwork. This will be done electronically each month where we will have a dropdown list and on the dropdown list we'll try to make it as user-friendly as possible. So if we had four required safety drills, such as active shooter, a lockdown, or shelter in place, all they have to do is click on the dropdown list, click on the drill they had, and fill out the rest of the form. It's really user-friendly. To make sure that this was working, we monitored it from September through December. We monitor it every month now anyway. But we monitored it to see how we're doing this year as compared to the problems we had last year. As of today, between September and December, we have 100% compliance for the fire as well as the safety drills. In addition, we have four types of safety drills. Those four drills we're required to perform two times a year, each one of the four. That leaves us two months where we can pick from the four and do a third. So we have that in there. Also, there was a point of contention here where by statute we're required to call them, but we don't have to keep record of it. So they can call the police department to let them know that we're doing a safety drill and by and large every principal did because we didn't get one complaint from the police department. However, they didn't keep documentation that they either phoned or they put it on a spreadsheet or some type of written form. Some did, but not all did. So we eliminated this and made everything totally electronic to where they can click down the box, police notified 48 hours before the drill. The next box asks how you notified them, via phone or fax. So we can capture that. In addition to that, we mirrored the form that the state requires. Let's say we had an active shooter drill that started at 9:32 and we completed it at 9:47. It will put the exact start time and finish time, and how long it took you. We were able to finish that. In reference to the corrective action plan that I worked on with Deputy Superintendent Shafer and Dr. Evans, we took parts of that audit and then we put the action that we were doing and the problem that we had. As you know, I'm not going to read it to you and insult your intelligence, but you can see in the action part of it after we were able to find out which schools were missing it, we put them into the Versiform. There's one other thing that we also require now. In order for it to be approved, it has to go through a process where the form is entered in and it's marked as saved. Then the principal gets it and he approves it. Then it has to go to the assistant superintendent who then approves it. And then we have administrative access now, meaning Tom Hertz and myself and the security department, and we generate an Excel spreadsheet and that spreadsheet will show everything as being approved. As a matter of fact, this month we included in your packet from September through December all of the drills that are marked approved. You'll see it in your packet. That also addresses item number two where it says 43 didn't hold the two types of drills. That's really not true either because some people were listing active shooter as lockdown. They actually did perform the two drills, but they labeled it wrong. That's eliminated now. As a matter of fact, when the state wrote their report they made the same mistake. They were referring to lockdown when in fact they were reviewing an active shooter. So we told them you can see how easily it's misinterpreted because you did it yourself. That really was a question of terminology and not a question of not doing it. Number three, 26 out of the 48 schools didn't conduct fire drills within the first 10 days. They might have done it on the 11<sup>th</sup> day. They might have done it on the 12<sup>th</sup> day. They weren't aware of that requirement when I questioned the principals on it, even though it's part of our policy. We've eliminated that problem because now within the first 10 days of school we will be sending daily reminders to the schools that didn't comply within the 10 days, or to remind them to get it done within the first 10 days of school. The same thing is true for the safety drills, which are required within the first 15 days. This is only for the month of September. We're not saying they didn't do it. What we're saying is they didn't do it within the required time. Eleven out of the 48 schools did not conduct at least one fire drill per month. That's also a misnomer. We were able to verify that only six schools didn't perform it because one school didn't do it five times.

That principal is no longer here. The other six were divided among the remaining five schools. So, that's been eliminated now too because like I said we have 100% compliance now. I talked briefly before about notifying the police department. They're all on board with it. Naturally, if six schools didn't do the fire drills we can't give a Statement of Assurance, even though we were told that they were done. Now, we can't accept it verbally any more. Now we have to have written proof and now we do. That's how I corrected it now that I'm involved in it. Both of us are working very hard to make sure that this doesn't happen again. Are there any questions?

Dr. Evans: Let me briefly summarize to make sure everyone understands what Jim just said. His report was very comprehensive. The report says one thing in terms of numbers of schools and numbers of drills that did not occur and what we found was totally different. Out of the 48 sites that were looked at it only impacted five sites and there were 11 incidences. Five of those were in one school. The major problem seems to be whether or not the paperwork got to the right place, if I remember correctly. While the internal auditors that reside in this building received that information they decided to leave their report as it was and indicated we could add this information and we have added that information. Don't get me wrong. One missed drill is one too many, but I just want to make sure that we get the facts correct. Out of 144 drills, 11 were problematic and one school had just under half of that 11.

Comm. Hodges: Is it your expectation that we're going to vote on this, Dr. Evans?

Dr. Evans: Jim, do we have to vote that the Board...

Comm. Irving: The corrective action plan.

Captain Smith: I don't know necessarily, but I think you have to vote on the corrective action plan.

Dr. Evans: The correction action plan has to be accepted. Yes.

Comm. Hodges: Dr. Evans, we have this electronic equipment which enables us to receive this before we get to the meeting so we can read it. I haven't read any of this. I can intelligently say, particularly when there are some discrepancies in the information. I can't possibly vote on this. I don't know what's in it.

Dr. Evans: Correct me if I'm wrong, Jim. Is a timeline associated with it? You will notice there is a late form attached to it.

Comm. Hodges: Then that's all the more reason why it should have been given to me if you want me to vote on it.

Comm. Irving: Jim, when is it due? When does it have to be submitted?

Captain Smith: The exact date I don't know off the top of my head. I'd be lying to you. I can get it to you.

Ms. Shafer: 30 days after we received it. We received it on January 11, and after the resolution is approved, 10 days.

Comm. Irving: That means we can do it next week at the meeting on the 10<sup>th</sup>.

Comm. Hodges: That's fine. But they have to send it in.

Ms. Shafer: The 10<sup>th</sup> will work.

Captain Smith: The 10<sup>th</sup> will work, but we wanted to give it to you early, which is this meeting, to give you time.

Comm. Hodges: But it's on the agenda.

Comm. Irving: It's the last resolution on the agenda.

Comm. Hodges: It's on the agenda to be voted on.

Dr. Evans: It is on the agenda.

Comm. Hodges: All I'm saying to you is we have this equipment...

Comm. Irving: Let's make the most of it.

Comm. Hodges: Yes. Why don't we just download everything that is supposed to be voted on or discussed prior to the meeting so we can read it and absorb it and act intelligently? That's all I'm saying.

Comm. Irving: That's fair. We'll just take that item off as we move through. Are there any other questions for Captain Smith? Thank you, Captain Smith.

Captain Smith: Thank you.

**Presentation on the District Anti-Bullying Bill of Rights Score and Harassment, Intimidation, and Bullying – Investigations, Trainings, and Programs Update**

Comm. Irving: Mr. Best, I'll say Capt. Smith was unbelievably brief compared to what he normally does. So you have to beat his.

Mr. Theodore Best: Everyone has the report in front of you. I'm going to take some liberty and skip a couple of the slides, but all the information you need to know is in there. Again, twice a year by statute we have to make presentations to the Board of Education in reference to what we're doing with harassment, intimidation, and bullying, all of the investigations we've conducted, all of the confirmed investigations that were found by the Board of Education, and all of the trainings and programs that occurred in the district. Then that information has to be submitted to the state. It was submitted to the state on January 29 just to give boards all that information. We're going to go right to this slide, which are the actual statistics for the first half of the school year, which is the first report. As you can see, there were a total of 223 reported incidents of harassment, intimidation, and bullying in which 63 were confirmed by the Board of Education. You can see the breakdown by month. I also did an analysis of how we performed over the course of the last three years in reference to the first reporting cycle. As you can see, there are some variations there with a spike being in 2014, but I think we've normalized all of the reports. Now I think we have more of a realistic number of where we are in the district. The next thing I did was break down the data into units and you can see how many reported incidents there were per school as well as how many confirmed cases of bullying there were. A big difference between this year and last year is there are several schools that don't have any reported cases of harassment, intimidation, and bullying this year and they had several last year. The other part that we're responsible for is conducting both trainings and programs. Training is defined as

a one-time event that focuses on HIB policy, prevention and school-wide conditions. There were a total of 48 trainings that happened at the schools for staff members, 26 trainings for students and 8 trainings for parents and the community. There were 6,836 participants at all of the trainings. Here are examples of some of the trainings that we conducted in the school district. We have great partnerships with the Paterson Police Department, the Passaic County Sheriff's Department, and the Passaic County Prosecutor's Office who does the bulk of our outside training. In addition to that, we also have programs set up at all of the schools. A program is something that addresses the overall culture and climate of the school. It's a sustained program that takes place weekly or monthly. All of our schools have programs implemented in them. Again, here are some of the examples of the programs in half of our schools. We have PBSIS, which is Positive Behavior Support in Schools. Several of our schools have Big Brothers/Big Sisters or another type of 101 mentoring program for both boys and girls. We have several of our schools that have what we're calling Pride Programs that take repeat offenders of bullying and essentially is an incentive-based program which they do community service around the school. But it seems more as a reward as opposed to punitive. The last thing is the Anti-Bullying Bill of Rights grade. I came last year and in our last Board of Education meeting you voted on the official scores just recognizing the fact that we received the official scores back from the state. They were the exact same scores that we scored ourselves in the self-assessment so those numbers did not change at all. I listed the differences between the last three years. As you can see, the district is performing better. This year we were scored 59 out of the 78, which is the highest score that you can get. Then we broke down for all of the units for every single school what each school scored. That concludes the report. Are there any questions?

Comm. Kerr: Regarding the Pride Program, you said there are many schools that have that program. Can you give me a number of the schools that are actually using the program?

Mr. Best: I said we're calling them Pride Programs. Every school calls it something a little different. It comes out of the PBSIS model where you reward schools. For example, at School 10 they have a very strong program. School 5 and School 21 are all PBSIS schools that are implementing the Pride Program. It's a way to track the kids who are frequent flyers per se. They've had multiple incidents of harassment, intimidation, and bullying, but instead of suspending them they get a mentor from the culture and climate team. During the lunch period they will have lunch with that mentor or teacher and they'll just check in on them and find out how it's going. Then they'll do community service programs around the school. These are normally the pool of kids that are picked when we do our Halls that Inspire Program, the paintings that you see around Kennedy High School, Eastside High School, School 5, and School 21. They normally come out of the group of students who have been involved in HIB incidents. They've taken away from the school and this is a way they can contribute to the school and in doing so build pride around the school.

Comm. Kerr: Do we have any additional data collection on these children? Do we track their behaviors as they move through the system?

Mr. Best: Yes. Part of the PBSIS initiative we have office referral contacts as well as surveys that are conducted by the students. That's a more robust report, but if you'd like a copy I can get you one.

Comm. Kerr: From experience I know that a lot of these kids just don't do it once but many times. Apart from the PBSIS program, do we have any other support programs in

our district whereby we help these kids to stabilize them and get them moving in the right direction?

Mr. Best: There are other programs that don't necessarily fall underneath my area. We are referring kids who've had multiple incidents of bullying to the INRS process to find out if there's something extra that's involved there. If we notice that a kid has had five incidents of bullying then we'll refer them to the Intervention Referral Services to see if that student needs to be classified as a BD or behavioral disorder.

Comm. Irving: Anything else for Mr. Best?

## **REPORT OF STATE DISTRICT SUPERINTENDENT**

Dr. Evans: I have one last item that has to do with our annual report. Every year we are required to deliver our annual report to the State Board of Education. The date has moved a couple of times, but at this point it is February 10, which is Wednesday of next week. I think the meeting begins at 10:00 and we're on the agenda to deliver our report. Anyone who would like to come and be in the audience to represent our district would be greatly appreciated. Thank you, Mr. President.

Comm. Hodges: You were going to Trenton?

Dr. Evans: Yes, to deliver our annual report.

Comm. Hodges: For the State Board?

Dr. Evans: Yes, we do it every year. Usually it's in January, but this year it's in February.

## **PUBLIC COMMENTS AND HEARING ON NJDOE SCHOOL SELF-ASSESSMENT FOR DETERMINING GRADES UNDER THE ANTI-BULLYING BILL OF RIGHTS ACT**

**It was moved by Comm. Cleaves, seconded by Comm. Redmon that the Public Comments portion of the meeting be opened. On roll call all members voted in the affirmative. The motion carried.**

Comm. Irving: I just want to remind the speakers as they approach that we have a three-minute limit. When you hear the bell please just begin to wrap up and be respectful to the folks who are coming after you.

Ms. Rosie Grant: Good evening, Mr. President, Commissioners, Dr. Evans, staff, and audience. I'd like to focus my remarks today on the Full Service Community Schools initiative. I see that there are several resolutions here around Full Service Community Schools. I thank the Superintendent and the School Board for the additional support that has been put behind this initiative. We are a model for other districts across the state, particularly Newark, who is thinking about Full Service Community Schools. There is some progress on the policy side as Senator Lesniak came and visited Paterson schools, talked to Paterson parents and teachers and community partners, and is now pushing policy at the state level around making Full Service Community Schools a turnaround model for the State of New Jersey. He's moving forward on that, particularly around the health clinics inside the schools and moving toward the federal legislation of changing the law so that the health clinics can bill Medicaid and other services. There's really good movement afoot and I commend us here in Paterson for



the work that we're doing to lead the way in New Jersey. I ask for your continued support for this initiative because we have seen positive results for our kids. Thank you.

Mr. Corey Teague: Good evening, Commissioners. I think next Wednesday the State Board of Education is going to be hearing testimony from the public regarding the assessments and the PARCC. There are at least 1,000 parents coming from Morris County and I'm still trying to get more parents to come from Paterson. It's affecting urban districts a little bit more than it's affecting some of those modern or upper class districts, primarily because the funding that we need to have the equipment that's necessary to do the test sufficiently is just not there. I grew up in a predominantly White neighborhood in River Edge so I was afforded a pretty decent education from pre-k on up. But we have children in urban school districts who are not afforded that same level of education because the funding is just not there. Next Wednesday will be an opportunity for the public to go before the State Board of Education. I believe it's between 2:00 and 5:00. They still have the opportunity to sign up tomorrow. I think tomorrow is the last day to sign up. So even though it's not televised those of you who are here can please get the message out to all your contacts to please go to the NJDOE website and sign up so that you can go down to Trenton and voice your concerns. Whether you're in favor of it or whether you're opposed to it, it's just a matter that you go down there and you let your voice be heard. This Board can only work hard when the community is rallying behind them. Please, everyone in here, if you can please let your friends and family know if they can take some time next Wednesday to go down to Trenton. Dr. Evans, you'll see me down there to just raise awareness about assessments. We have to do it, but we need the funding to be able to have the proper equipment so that the test can be efficient. Let's look at it from that angle. The state is still failing to fund us properly and if we don't begin to really rally around this issue next year this time we're going to be facing a situation where we're going to have to go to the taxpayers and say we might have to raise the levy because we don't have enough money to actually close the gap in the budget. You know if it hits special education I'm coming like a pit bull. I'm not going to be calm and polite. I'm just asking you please. Thank you.

Ms. Marcella Simadiris: Peace and blessings. Forgive me if I go fast. I just have a number of things I need to bring attention to. We just recently found out at School 4 that our LDTC is being transferred to Eastside. We have a very strong child study team at Napier Academy. They work very well together. They're like mentors to the children. This move in the middle of the year, it just always seems like the things that are in place that are good we lose and the things that aren't good stay around at Napier Academy. Let me remind you, we are a Priority School. I've heard we're the worst performing one so you would think that we would be getting all the resources, but that's not happening. Also, the basketball court that was put into place has been destroyed by plows. I just wanted to bring that to your attention. There are rumors going around that people are talking about next year Napier Academy becoming a k-5 school. I'm just wondering if that's the case maybe there should be some community outreach to see how they feel about that. I think that would be appropriate. Again, it's a rumor. I don't know if it's true, but if any of you know that information you can consider bringing the community in on it. It is a community school. Again, I don't feel like it really does function like a community school, but I would like for there to be dialogue and discussion. Monday is the flag raising ceremony for the African American history month. There was a speaker that spoke about the Amistad Act. He drove it home. I'm imploring this Board to focus on that because it is law. I don't know if you're familiar with it, but it is law and it's put in place so that those children who supposedly have a gap in learning can feel good about themselves and know their history. Maybe Mr. Best can help through his role as the non-traditional director of culture and climate or even through his role as a freeholder on

the education committee. It is law and I would like for this Board and this district to take an initiative in enforcing and implementing it. Thank you.

Comm. Hodges: Is this the basketball court that was in the middle of the yard? So this is an opportunity to move it.

Comm. Irving: So it's a blessing in disguise.

Comm. Hodges: I'm just raising that issue. That's all I wanted to do.

Comm. Cleaves: And to put up something that looks more kid-friendly. That was not kid-friendly.

Captain Smith: I'm here to talk about some harassing phone calls that Board members have been receiving from a Dr. Alan Bell. Dr. Bell is a former employee. I'm just here to let you know. He constantly comes up every now and then. As a matter of fact, he called President Irving four times today. I have documentation where he called our law firm that we assigned to handle the case 10 times in one day. He wrote a letter to the Governor. The man is experiencing some type of problem. In addition to that, we have directed everybody within the district via email numerous times that if they were to receive a call from Dr. Bell to direct it to either security or the legal department and we'll handle it. Dr. Bell has falsified letters from Congressman Pascrell. I forwarded Congressman Pascrell a copy of the letter where he...

Dr. Evans: I hate to do this, but this is a former employee and should not be a public discussion.

Captain Smith: It's public record.

Dr. Evans: Some things you've said are public and they are in public record. But there's a very fine line here that when we get into anything relating to a current or past employee then it needs to be done. I would ask Lisa for clarification on that.

Ms. Pollak: I think if Mr. Smith has some information he wants to share with the Board members about harassing phone calls they're getting you should do that. But I don't think we should discuss Dr. Bell in public session.

Dr. Evans: Right.

Captain Smith: Okay. So if you get any harassing phone calls from Dr. Bell I have numerous documentations on his continual harassment of employees throughout the district and state officials. I just want to let you know that. Once he gets you on the phone you're going to be on the phone with him about 45 minutes. He's not hanging up. I want you to realize that. If there are any questions you can write me or call me and I'll provide you with any information you need.

Comm. Irving: Thank you, Capt. Smith. Are there any other speakers?

**It was moved by Comm. Cleaves, seconded by Comm. Redmon that the Public Comments portion of the meeting be closed. On roll call all members voted in the affirmative. The motion carried.**

## **RESOLUTIONS FOR A VOTE AT THE WORKSHOP MEETING:**

Comm. Irving: Just for point of information, we're going to remove Item 8 from the agenda and put on the February 10 agenda.

### **Resolution No. 1**

BE IT RESOLVED, that the list of bills and claims dated February 3, 2016, beginning with vendor number 86 and ending with vendor number 799538, in the amount of \$19,485,198.19, and checks beginning with number 197046 and ending with number 197264, in the amount of \$18,582,343.12, which were approved on January 7, 2016; and

BE IT RESOLVED, that each claim or demand has been fully itemized verified, has been duly audited as required by law in accordance with N.J.S.A. 18A:19-2.

**It was moved by Comm. Redmon, seconded by Comm. Cleaves that Resolution No. 1 be adopted. On roll call all members voted in the affirmative, except Comm. Hodges who voted no, Comm. Hodges who abstained on anything pertaining to himself, the YMCA, and Jumpstart, Comm. Irving who abstained on anything pertaining to the Workforce Investment Board and Passaic County One Stop, and Comm. Rivera who abstained on anything dealing with the NJCDC, if necessary. The motion carried.**

### **Resolution No. 2**

WHEREAS, The Paterson Public Schools District caused an annual audit of the district's accounts and financial transactions to be conducted by a public school accountant for the 2014-2015 fiscal year pursuant to NJSA18A: 23: and,

WHEREAS, said "Comprehensive Annual Financial Report" and "Auditor's Management Report" for the fiscal year ended June 30, 2015, were filed in duplicate with the Office of the Commissioner on December 17, 2015, pursuant to NJSA 18A: 23-3: and

WHEREAS, a presentation of the audit with discussion of the district's fiscal status, audit findings and recommendations was made to the Board and public by members of the audit firm of Lerch, Vinci & Higgins, LLP, at the board meeting of January 13, 2016, and

WHEREAS, the presentation included a public discussion of the audit results including the district's overall financial position, reserved, unreserved and excess surplus fund balances, funding of worker's compensation and compensated absences, food services' operations and the eight (8) audit findings and eight (8) recommendations, one (1) of which was a repeat recommendation, that are addressed in the Corrective Action Plan and Specific Correction Action Plan; and

WHEREAS, that the annual audit for the year ended 2015 - be accepted and placed on file. The audit report is included in section 2, the financial section, of the Comprehensive Annual Financial Report, and that the following corrective action plan be implemented:

AUDIT FINDINGS AND RECOMMENDATION	CORRECTIVE ACTION APPROVED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<b>II. FINANCIAL PLANNING, ACCOUNTING AND REPORTING</b>  <b>1. Finding:</b> Our audit indicated that retroactive salary payments calculated by the payroll system were not verified prior to payment and certified by District personnel.  <b>Recommendation:</b> Retroactive salary amounts calculated by the payroll system be verified prior to payment and be certified by District personnel.  <b>2. * Finding:</b> Audit indicated certain outstanding purchase order balances reported as either Accounts Payable or Reserved for Encumbrances that were not liquidated subsequent to year end and appear to be overstated.  <b>Recommendation:</b> Continued efforts be made to ensure outstanding purchase orders are reviewed at year end to determine appropriateness and any overstated balances be	Payroll shall provide retroactive pay data to Human Resource for verification and certification before finalizing the check release.	The retroactive payments will not be release until Human Resource signed payroll verification and certification form.	Alicia Walton, Supervisor of Payroll Director of Human Resource	1/31/2016
	Accounts Payable will work directly with areas that have outstanding purchase orders at year end to determine its validity or close the purchase order.	Quarterly reviews to be performed to identify potential purchase orders that have large open balances versus payment patterns. The validity of liabilities must be confirmed or the purchase order will be closed or reduced.	June Gray, Supervisor of Accounting Kristin Kosky, ABA	1/31/2016
	Accounts Payable will monitor payments that are not paid current and payment amount trend will exceed the existing purchase order balance.	Quarterly reviews to be performed to identify potential purchase orders that will exceed the existing purchase order amount based on spending pattern.	June Gray, Supervisor of Accounting Dr. L Newell	1/31/2016
				1/31/2016

<p>cancelled accordingly.</p> <p><b>3. Finding:</b> Our audit indicted that certain liabilities incurred for transportation services were not accrued on the financial records of the District at year.</p> <p><b>Recommendation:</b> Procedures implemented to ensure purchase orders of the District at year end.</p> <p><b>III. School Purchasing Program</b></p> <p><b>Finding:</b> With respect to contracts awarded on a per unit or hourly labor rate basis, our audit indicated the following:</p> <ul style="list-style-type: none"> <li>-Hourly rates charged to the District for security and fire services were not always reflected in the approved contract.</li> <li>-Costs charged to the district for individual food items were not always in agreement with amounts reflected in the contract. In addition, the lowest bidder for individual items was not always utilized.</li> <li>-Transportation invoice included charges for a route which was not included in the approved contract.</li> <li>-Reimbursement for transportation charges on a professional service contract were not made in accordance with the</li> </ul>	<p>The Purchasing department shall verify that the correct contract hourly rates are utilized. Purchasing will ensure that Departments responsible for generating requisitions are provided with the contract accurate hourly rate.</p> <p>Transportation will ensure that the requisitions mirrors all contracts</p> <p>See below</p>	<p>Purchasing will verify the hourly rates on all requisitions before approving. Purchasing will email the appropriate Departments the hourly rates as per contract</p> <p>Transportation will review and if deemed necessary revise processes and procedures monthly to ensure that all contracts are included in the requisitions and are paid according to the contract guidelines.</p> <p>See below</p>	<p>Neville Williams, Supervisor of Purchasing , Kristin Kosky, ABA, David Buchholtz, Director of Food Services Lisa Pollack, Esq., General Counsel, James Smith, Director of School Safety</p> <p>Dr. Laurie Newell, Chief Reform &amp; Innovations Lisa Vainieri, Director of Central Registration</p> <p>Dave Cozart, Assistant Superintendent, June Gray, Accounting Supervisor</p>	<p>6/30/2016</p>
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<p>terms of the approved contract.</p> <p><b>Recommendation:</b> It is recommended that greater care be exercised to ensure purchases from vendors under per unit or labor rate contract awards are made in strict accordance with the approved bid awards or contracts be amended to reflect all applicable costs and/or rates.</p> <p><b>V. Student Body Activities</b></p> <p><b>1. Finding:</b> Our audit indicated certain disbursements from the Silk City and YES academy student activity accounts were not supported by adequate documentation (ie- vendor invoice invoice).</p> <p><b>Recommendation:</b> In all instances, disbursements made from student activity accounts are supported by a vendor invoice.</p> <p><b>2. Finding:</b> Our audit indicated certain disbursements were made from student activity accounts which do not appear to be student related activities.</p>	<p>The Accounting Department will review Student Activity records to identify any instances of non-compliance. Any payment deemed inappropriate will be notified immediately to the Principal for appropriate action.</p> <p>Assist. Supt. will provide Q&amp;A to include in the Student Activity Manual.</p> <p>The District will prepare and maintain electronic extracts of student level data that has been summarized and submitted in the ASSA Report. The data extracts will be available for audit purposes.</p>	<p>The Accounting Department will schedule training workshop and provide a copy of the Guidelines to all Principals Accounting will notify the ABA of any repeated finding.</p> <p>The ABA will inform the BA and the Assist. Superintendent for review and appropriate action as per the manual.</p> <p>The Chief Data &amp; Accountability Officer will ensure that Excel spreadsheets are prepared that identifies each student by category, thus allowing easy manipulation of the data for audit purposes.</p>	<p>Assistant Superintendents, June Gray, Supervisor of Accounting, Kristin Kosky, ABA</p> <p>Dr. A. Barker, Chief Data &amp; Accounts Kristin Kosky, ABA</p> <p>Steven Molino, Executive Director of Facilities, Neil Mapp, Manager of Special Projects Kristin Kosky, ABA</p>	<p>10/15/2016</p> <p>6/30/2016</p>
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<p><b>Recommendation:</b> Internal controls over student activity account disbursements are reviewed and enhanced to ensure funds are utilized only for student related activities.</p> <p><b>VI. Application for State School Aid</b></p> <p><b>Finding:</b> Our audit of the ASSA indicated that the District did not maintain work papers that summarized the student counts reported in the various categories on the ASSA.</p> <p><b>Recommendation:</b> Internal controls over the preparation over the preparation of the ASSA be reviewed and enhanced to ensure that work papers utilized when preparing the report are summarized by category, retained and made available for audit.</p> <p><b>VIII. Facilities and Capital Assets</b></p> <p><b>Finding:</b> Our audit indicated that receivables from School Development Authority for completed projects remain uncollected in the Capital Projects Fund.</p> <p><b>Recommendation:</b> Efforts be made to collect outstanding grant receivable balances due from the New Jersey Development Authority in Capital Projects Fund.</p>	<p>The district will continue to make efforts with the SDA to collect the open A/R</p>	<p>Numerous outstanding statements have been mailed to the SDA.</p> <p>District has provided the SDA with requested documentation in regards to the open Accounts Receivable.</p> <p>This is an ongoing conversation during the periodic SDA meetings, which occur to discuss SDA grants</p>		
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WHEREAS, a Specific Corrective Action Plan has been drafted and disseminated to the board and appropriate parties by the School Business Administrator addressing the one (1) repeat audit recommendations presented in the Auditor's Management Report in response to their recommendations; and

NOW, THEREFORE, BE IT RESOLVED, that the Paterson Public Schools Board of Education accepts and approved the "Corrective Action Plan" and the "Specific Corrective Action Plan" for the fiscal year ended June 30, 2015, and,

BE IT FURTHER RESOLVED, that the School Business Administrator be directed to forward to the County Superintendent the minutes together with two copies of the CAFR Synopsis, two copies of the Corrective Action Plan, the Specific Corrective Action Plan and certified board minutes adopting the above items; and,

BE IT FURTHER RESOLVED, that this resolution shall take effect upon its adoption.

**It was moved by Comm. Cleaves, seconded by Comm. Redmon that Resolution No. 2 be adopted. On roll call all members voted in the affirmative, except Comm. Hodges who abstained on anything pertaining to himself, the YMCA, and Jumpstart, Comm. Irving who abstained on anything pertaining to the Workforce Investment Board and Passaic County One Stop, and Comm. Rivera who abstained on anything dealing with the NJCDC, if necessary. The motion carried.**

### **Resolution No. 3**

Whereas, The Paterson Public School District supports and encourages the FBLA students at the School of Information Technology to attend and compete at the New Jersey FBLA State Leadership Conference in Atlantic City, New Jersey from Wednesday, February 17 to 19, 2016 and

Whereas, The Paterson Public School District in accordance with State mandates and district policy, and given that the NJ FBLA competitive events program and leadership workshops are congruent with sound educational practices and addresses cross content workplace readiness skills. They address and support the New Jersey Core Curriculum Standards of Career and Technical Education 9.3.

Whereas, the trip will include seven students and two teachers and is being organized by the School of Information Technology FBLA Charter with lodging and planning guidelines being provided by the NJ FBLA State organization. And

Whereas, General Counsel has reviewed the contract, and

Whereas, All expenses in connection with this trip will be paid by SOIT budget and FBLA account, therefore

Be It Resolved, that the Paterson Public School District approve this educational opportunity for the FBLA students of School of Information Technology.

Account	Account Number	Amount
Student Registration	16.15.190.100.580.063	595.00
Advisor Registration	16.15.190.100.580.063	170.00
Student Meals	FBLA will be fundraising to cover the cost of breakfast and dinners for students.	0.00



Student Lodging	16.15.190.100.580.063	848.24
Adult Lodging	16.15.190.100.580.063	536.08
Adult Meals	16.15.190.100.580.063	75.00
Contractual Stipend	16.15.190.100.580.063	400.00
Transportation/bus	Per JFK	0.00
TOTAL		2624.23

#### **Resolution No. 4**

Whereas, the FBLA students at the Business, Technology and Marketing Academy at John F. Kennedy High complex are competing in the New Jersey State Future business Leaders of America State Leadership Conference in Atlantic City, New Jersey.

Whereas, during the three day, two night trip from Wednesday, February 17<sup>th</sup>, 2016 to Friday February 19<sup>th</sup>, 2016 students will participate and compete in competitive events as one strategy used in assisting students to develop the competencies needed to prepare and advance in business management careers.

The NJ FBLA competitive events program and leadership workshops are congruent with sound educational practices and addresses cross content workplace readiness skills. They address and support the New Jersey Core Curriculum Content Standards of Language Arts Literacy 3.3, 3.4, 3.5, Mathematics, 4.1 and 4.2, and Career and Technical Education.

Whereas, the trip will include eighteen students, two FBLA Advisors, and one male teacher chaperone being organized by the JFK FBLA Chapter with lodging and planning guidelines being provided by the New Jersey State FBLA organization. Transportation expenses will be the responsibility of the Department of Federal Programs.

Whereas, all expenses in connection with this trip (with exception to the transportation expenses will be paid by FY16 BTMF school budget money, therefore

Be it resolved that the Paterson Public School District approve this educational opportunity for the FBLA students of John F. Kennedy High School.

Account	Account Number	Amount
Student Registration, hotels, and Adult lodging	16.15.190.100.580.306.000.0000.000	4,498.82
Adult Registration	16.15.000.240.580.306.000.0000.000	255.00
Contractual Stipend	16.15.421.100.101.306.053.0000.000	600.00
Transportation	Federal Programs	TBD
	Total	\$5,353.82

#### **Resolution No. 5**

Whereas, the DECA students at the School of Business, Technology, Marketing & Finance at John F. Kennedy Educational Complex are competing in the New Jersey State DECA (Distributive Education Clubs of America) Career Development Conference in Cherry Hill, New Jersey.

Whereas, during the three day, two night trip from Sunday afternoon February 21, 2016 to Tuesday afternoon February 23, 2016 students will participate and compete in competitive events as one strategy used in assisting students to develop the

competencies needed to prepare and advance in marketing, merchandising and management careers.

The NJ DECA competitive events program and leadership workshops are congruent with sound educational practices and address cross content workplace readiness skills. They support Standard 9.3 – Career and Technical Education (CTE) Marketing Career Cluster. Furthermore, they are also aligned with the District's Strategic Plan, Priority I: Effective Academic Programs, Goal 1: Increase Student Achievement by providing Extended learning opportunities.

Whereas, the trip will include seventeen (17) students and three (3) teachers, and is being organized by the JFK DECA Chapter with lodging and planning guidelines provided by the New Jersey State DECA organization. Transportation arranged by us with Federal program funds.

Whereas, all expenses in connection with this trip will be paid by FY16 BTMF school budget money, therefore

Be It Resolved, that the Paterson Public School District approve this educational opportunity for the DECA students of the School of Business, Technology, Marketing, & Finance at the John F. Kennedy Educational Complex.

Account	Account Number	Amount
Student Registration, hotels, and adult lodging	16.15.190.100.580.306.000.0000.000	3175.00
Contractual Stipend	16.15.421.100.101.306.053.0000.000	600.00
Transportation	Federal funds	0
	Total	3,775.00

**It was moved by Comm. Cleaves, seconded by Comm. Redmon that Resolution Nos. 3 through 5 be adopted. On roll call all members voted in the affirmative, except Comm. Hodges who voted no, Comm. Hodges who abstained on anything pertaining to himself, the YMCA, and Jumpstart, Comm. Irving who abstained on anything pertaining to the Workforce Investment Board and Passaic County One Stop, and Comm. Rivera who abstained on anything dealing with the NJCDC, if necessary. The motion carried.**

### **Resolution No. 6**

WHEREAS, on March 15, 2007, the State of New Jersey adopted P.L.2007, c.53, *An Act Concerning School District Accountability*, also known as Assembly Bill 5 (A5), and

WHEREAS, Bill A5, N.J.S.A. 18A:11-12(3)f, requires that conferences/workshops have prior approval by a majority of the full voting membership of the board of education, and

WHEREAS, pursuant to N.J.S.A. 18A:11-12(2)s, an employee or member of the board of education who travels in violation of the school district's policy or this section shall be required to reimburse the school district in an amount equal to three times the cost associated with attending the event, now therefore

BE IT RESOLVED, that the Board of Education approves attendance of conferences/workshops for the dates and amounts listed for staff members and/or Board members on the attached and

BE IT FURTHER RESOLVED, that final authorization for attendance at conferences/ workshops will be confirmed at the time a purchase order is issued.

STAFF MEMBER	CONFERENCE	DATE	AMOUNT
*Lisa Aanonsen	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Sarin Ahmed	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Mary Chowhan	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Mary Howard	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Supervisor/BTMF @ JFK	Montclair, NJ		
*Basima Itani	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Delane James	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Mojtaba Kahn	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Judith Rhodes	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Supervisor/BTMF @ JFK	Montclair, NJ		
*Jason Rieder	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Supervisor/BTMF @ JFK	Montclair, NJ		
*Erika Robles	New Jersey Education Computing Cooperative	January 13, 2016	\$95.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Diana Brown	New Jersey Education Computing Cooperative	January 13-14, 2016	\$285.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Martine Grant	New Jersey Education Computing Cooperative	January 13-15, 2016	\$95.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Gorki Marcelo	New Jersey Education Computing Cooperative	January 13-15, 2016	\$285.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Patricia Orlando	New Jersey Education Computing Cooperative	January 13-15, 2016	\$95.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Maureen DelSole	New Jersey Education Computing Cooperative	January 14, 2016	\$190.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Halime Bici	New Jersey Education Computing Cooperative	January 15, 2016	\$190.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		

*Suzette Brown	New Jersey Education Computing Cooperative	January 15, 2016	\$190.00 (registration)
Teacher/BTMF @ JFK	Montclair, NJ		
*Jazmin Rotger de Parra	Legal One & NJSBA: Preparing for PARCC Year 2: Emerging Legal Issues	January 22, 2016	\$150.00 (registration)
Director of Assessment	New Providence, NJ		
*Gina Johnson	Harvard Medical School Department of Continuing Education – School Mental Health: Treating Students K-12	January 29-30, 2016	\$290.00 (registration)
Teacher/School 6	Boston, MA		
Lucia Fiorillo	The Association of Math Teachers of New Jersey (AMTNJ) Annual Winter Conference	February 9, 2016	\$40.43 (transportation)
Teacher/Adult School	East Windsor, NJ		
Deborah Abbood	SDE Conference for Kindergarten Teachers	February 22-23, 2016	\$376.00 (registration)
Teacher/Alexander Hamilton Academy	Atlantic City, NJ		
Dayna Gianguercio	SDE Conference for Kindergarten Teachers	February 22-23, 2016	\$376.00 (registration)
Teacher/Alexander Hamilton Academy	Atlantic City, NJ		
Diane Rudd	SDE Conference for Kindergarten Teachers	February 22-23, 2016	\$376.00 (registration)
Teacher/Alexander Hamilton Academy	Atlantic City, NJ		
Darryl Black	30 <sup>th</sup> Annual ASAP Conference	February 25-26, 2016	\$295.00 (registration)
SAC/Substance Awareness Dept.	Atlantic City, NJ		
Brent Landers	30 <sup>th</sup> Annual ASAP Conference	February 25-26, 2016	\$295.00 (registration)
SAC/Substance Awareness Dept.	Atlantic City, NJ		
Bridget Thomas-Smith	30 <sup>th</sup> Annual ASAP Conference	February 25-26, 2016	\$295.00 (registration)
SAC/Substance Awareness Dept.	Atlantic City, NJ		
Sandra Diodonet	AASA/NJASA FEA Women's Leadership Conference	March 9, 2016	\$219.13 (registration, transportation)
Associate Chief Academic Officer	Monroe, NJ		
Susana Peron	AASA/NJASA FEA Women's Leadership Conference	March 9, 2016	\$219.13 (registration, transportation)
Assistant Superintendent/ Academic Services & Special Prog.	Monroe, NJ		
Irene DelRosso	Leaders to Learn From 2016 – Education Week	March 10-11, 2016	\$1,152.75 (registration,

Supervisor/Federal Programs	Washington, DC		transportation, meals)
Sandra Diodonet	Leaders to Learn From 2016 – Education Week	March 10-11, 2016	\$1,323.96 (registration, transportation, lodging, meals)
Associate Chief Academic Officer	Washington, DC		
Susana Peron	Leaders to Learn From 2016 – Education Week	March 10-11, 2016	\$1,323.96 (registration, transportation, lodging, meals)
Assistant Superintendent/ Academic Services	Washington, DC		
Marguerite Sullivan	Leaders to Learn From 2016 – Education Week	March 10-11, 2016	\$1,427.61 (registration, transportation, lodging, meals)
Director/Federal Programs	Washington, DC		
Anne Marie Urgovitch	Leaders to Learn From 2016 – Education Week	March 10-11, 2016	\$1,427.61 (registration, transportation, lodging, meals)
Supervisor/Federal Programs	Washington, DC		
Steven Morlino	NJ School Buildings & Grounds Association 2016 Expo	March 14-16, 2016	\$125.00 (registration)
Executive Director/Facilities	Atlantic City, NJ		
W. Scott Durham	DAANJ Administration Leadership Training Instructional Methods and Techniques Conference	March 21-25, 2016	\$1,167.81 (registration, transportation, lodging, meals)
Supervisor of Athletics/JFK	Atlantic City, NJ		
Christine Breit	Community Schools National Forum 2016	April 5-8, 2016	\$1,672.45 (registration, transportation, lodging, meals)
Supervisor/FSCS	Albuquerque, NM		
Tobi Knehr	Community Schools National Forum 2016	April 5-8, 2016	\$1,722.45 (registration, transportation, lodging, meals)
Director/FSCS	Albuquerque, NM		
Gisela Adorno	NJ Teachers of English to Speakers of Other Language/NJ Bilingual Educators, Inc.	June 1-3, 2016	\$408.00 (registration)
Supervisor/Bilingual, ESL & WL	New Brunswick, NJ		
Lourdes Garcia	NJ Teachers of English to Speakers of Other Language/NJ Bilingual Educators, Inc.	June 1-3, 2016	\$349.00 (registration)
Director/Bilingual, ESL & WL	New Brunswick, NJ		
Elba Rosario Gomez	NJ Teachers of English to Speakers of Other Language/NJ Bilingual Educators, Inc.	June 1-3, 2016	\$408.00 (registration)

Supervisor/Bilingual, ESL & WL	New Brunswick, NJ		
Liza Rios Otto	NJ Teachers of English to Speakers of Other Language/NJ Bilingual Educators, Inc.	June 1-3, 2016	\$408.00 (registration)
Supervisor/Bilingual, ESL & WL	New Brunswick, NJ		

TOTAL CONFERENCES: 41  
TOTAL AMOUNT: \$18,128.29

\*FOR RATIFICATION

**It was moved by Comm. Castillo, seconded by Comm. Cleaves that Resolution No. 6 be adopted. On roll call all members voted in the affirmative, except Comm. Hodges who abstained on anything pertaining to himself, the YMCA, and Jumpstart, Comm. Irving who abstained on anything pertaining to the Workforce Investment Board and Passaic County One Stop, and Comm. Rivera who abstained on anything dealing with the NJCDC, if necessary. The motion carried.**

### Resolution No. 7

Introduction: STANDARDS SOLUTION: ELA PARCC WORKSHOP FOR HIGH SCHOOL ELA TEACHERS, FRIDAY, FEBRUARY 12, 2016

Whereas, Standards Solution, a professional development provider addresses and meets Priority IV, Goal 3 of the 2014-2019 Brighter Futures District Strategic Plan to Increase Accountability & Performance, and

Whereas, following an overview of ELA PARCC requirements presented to high school principals on January 20, 2016 high school principals identified the need to offer professional development to staff that is designed to provide the following in order to promote success on High School ELA PARCC:

- an opportunity for guided in-depth analysis of ELA PARCC tasks & fostering of increased understanding of PARCC test items by ELA staff
- lesson plans & resources designed to guide instruction and prepare students for the challenging questions that PARCC presents

Whereas, Standards Solution offers professional development by specialists who lead workshops in aligning practices with CCSS and providing documents to guide district transitions to PARCC,

Therefore, Be It Resolved, that the Paterson Public Schools approves the hiring of Standards Solutions consultants to provide a full day of professional development to be held at Eastside High School on February 12, 2016 to ELA teachers identified by principals at Eastside High School (CAHTs, GoPA, and SOIT) John F. Kennedy High School (ACT, BTMF, SET, and STEM) and Garrett Morgan Academy (GM) at a TOTAL cost of \$2,000.00 for up to 50 teachers.

**It was moved by Comm. Castillo, seconded by Comm. Redmon that Resolution No. 7 be adopted. On roll call all members voted in the affirmative, except Comm. Hodges who voted no, Comm. Hodges who abstained on anything pertaining to himself, the YMCA, and Jumpstart, Comm. Irving who abstained on anything**

pertaining to the Workforce Investment Board and Passaic County One Stop, and Comm. Rivera who abstained on anything dealing with the NJCDC, if necessary. The motion carried.

**Resolution No. 8 was pulled.**

## **GENERAL BUSINESS**

### **Items Requiring a Vote**

#### ***Curriculum and Instruction***

Comm. Hodges: Curriculum has not met. It will meet tomorrow afternoon. We had a Passaic County School Boards Association meeting on Monday, which caused us to cancel the meeting. I will mention to you in 'Other Business' the results of that meeting. It does have some bearing on the Board and particularly a countywide concern about PCTI.

Comm. Irving: Other cities are recognizing that their budgets are going to be gouged?

Comm. Hodges: Far be it from me to use such provocative language.

Comm. Irving: Dr. Hodges, after this meeting I'll probably give you a call tomorrow. I just want a quick sidebar about curriculum and some items that I want to share with you relating to my conversation with the Commissioner and other folks regarding curriculum and some work we need to really get done. I'll share that with you.

Comm. Hodges: When we come back during the regular meeting. I can give the report.

#### ***Legal***

Comm. Irving: There are no actions for legal.

#### ***Fiscal/Facilities***

Comm. Rivera: We met on January 28, 2016. We were all in attendance, Comm. Castillo and Comm. Irving. We received an update on facilities and all the improvements that have been done throughout the district. I also want to commend Mr. Morlino for trying to keep all the majority of the work done to the facilities in-house. He gave us an example of how he went out for quotes and I just have to highlight this. I normally don't want to do this, but he pointed out that he went out to get some quotes to replace some water heaters and the quote came back for over \$1 million. We decided to do it ourselves here and I believe we spent less than \$50,000 on those water heaters, give or take. We also reviewed the payment of bills that was presented to us at the meeting. We reviewed and recommended to the Board for approval. We also discussed the committee structure and everything that we expect from the business administrator going forward. At the meeting we went over the items that you see on the agenda, which are C-1 through C-9 and D-1 and D-2. We had a question regarding A-9. As you know, from the finance committee we have requested that most of the contracts be presented to us and Comm. Irving requested that going forward any contract that we're going to renew that we get an analysis of the return on investment data just to make sure. Just because we had them last year doesn't mean that it is cost-efficient to have them again. So going forward we would like to see data supporting the recommendation or the proposal of us approving these contracts. By the

way, that was A-9 on the agenda. Going back to the fiscal resolutions, before us is C-5, which is the acceptance of a full-service community grant. The question was what is the match requirement on this grant? We just want to make sure that we're budgeting for it and that it is beneficial to the school. Not every grant is beneficial. We have to make that determination. I just had a sidebar with Ms. Tobi Knehr. We didn't have this information at the meeting and that's why I'm bringing it up. It's an in-kind match, which is just 18% of the salaries. It's not going to cost any additional money to the district. It's just an in-kind match. I recommend based on that information that we consider this for approval. That concludes my report.

\*Comm. Mimms enters the meeting at 7:34 p.m.

Comm. Irving: Are there any questions on C-1 through C-9 or D-1 and D-2?

Comm. Hodges: I don't have any questions on those items, but I do have facility questions. Regarding Colt Street, I took a tour of the building sometime this week and what were noticeable were two issues. I mentioned the absence of lockers. I had come to the conclusion that since the gym was of such a diminutive size that we had chosen to have the students carry their books seven flights in order to supplement their physical education. I'm not quite sure that they appreciate that. I guess the question is what are we going to do about the lockers over there? That's number one. Number two, there's a question of cabinet space. There are a lot of boxes which they have been unable to unpack. Could we either get temporary storage bins or very loose lockers? The things are in boxes and they can't find places to put books and lock up books and things like that. I was just wondering what kind of formal plan we're going to put together for those two items.

Dr. Evans: I'm going to call on both Mr. Cozart and Mr. Morlino to respond.

Comm. Irving: The question at hand pertains to lockers but also storage.

Comm. Hodges: Storage space.

Comm. Irving: Mr. Morlino or Mr. Cozart, either one of you can take it away.

Comm. Hodges: I understand that the lockers were damaged.

Mr. Steve Morlino: Good evening. Lockers are being looked into and I believe there's a requisition being moved forward to secure lockers for the students.

Comm. Hodges: The lockers I'm assuming are going to be out in the hallways.

Mr. Morlino: Yes, certain parts of the hallway will accommodate lockers.

Comm. Hodges: The issue with storage space is not what I thought it would be since when we were there originally it looked like things were oversized.

Mr. Morlino: I think an assessment needs to be made of all the materials that have been brought into the classrooms to determine if they are needed throughout the year or if they can be stored downstairs and brought up. Some of the materials that we located in the basement are moving from the basement to the trash. Some of the material really needs to be assessed. We had a cleanout done. We had a staff over there working in the basement and we asked the staff to methodically come down and identify materials that they absolutely needed and materials that could be discarded.



That's in the process of being done. That was delayed somewhat with the snow and the closing for the two days, but that's still under way.

Comm. Hodges: But there is still science equipment which I don't really think you want in the basement and books they don't have storage places for. Is it possible to build small...?

Mr. Morlino: I'm sure we can either secure some storage cabinets of some sort or build custom cabinets. If someone identifies where they need them, we'd be glad to accommodate that.

Comm. Hodges: I do want to see a plan.

Comm. Irving: I think the follow-up should be Mr. Cozart working with Steve to identify where those spaces should be with the principal to be able to install those. I don't know if we have the staff in-house that can build cupboards.

Mr. Morlino: As long as we don't need them overnight, we can build them in-house. Some of them are less expensive to purchase already made. If there are custom locations that we need to build something custom we can do that.

Ms. Shafer: I've been working with Mr. Cozart and the two principals. Once we identify what is going to be kept then the principals need to communicate with us what's needed and where it's needed. Then we can decide if it's going to be custom-built into the wall or different types of cabinets for storage and where it can be placed. Right now we're in the beginning stages. Because of the snow we did have a plan of all the materials being brought up from the basement and located in one room, first for YES Academy to go through them. Then we're going to bring up the HARP materials. Some of the HARP materials go back 18 years. They haven't been opened for 18 years. We wanted the teachers to go through them one school at a time and then make a determination as to what are the needs and then get with Steve to decide is it going to be built in or is it going to be something that can be moved around.

Mr. Morlino: And there's a lot of room in the basement for storage. If it's put in proper containers it can be stored securely and safely and retrieved when necessary.

Comm. Hodges: Last year we were waiting on a certain portion of the energy audit. The reason I raise that issue now is because if we have potential savings of capital I expect we're going to need a lot of it.

Mr. Morlino: In the facilities report there is an item on the local government energy audits that were done and the schedule is in that report for the finalization of those reports. They're actually finishing up the schools they started this week. There's a schedule in there that tells what schools they'll be at. They were at a couple of schools today doing the walk-through. Once all of the audits are done then we send out requests for quotations for the energy management consultant for this year. We will be looking at that. That's being brought forth to the committee to review. There were six submittals for that. Then we'll be meeting to talk about what the energy conservation methods are that were identified in the audits and then the ESIP proposal will go out on the street for proposals for the actual ESIP program, which is part of that.

Comm. Hodges: Is the freeholder still in the house?

Comm. Irving: He's sitting there.

Comm. Hodges: I thought we might have been thinking about putting some of our capital towards Bauerle Field House to repair it. Perhaps we can prevail upon the good County of Passaic to use that money for that and then to redirect our funds to the concession stand. Quite frankly, you really want to have bathrooms that are in close proximity to the people in the stands. They don't exist. You also should be able to have concessions. It's a moneymaker for the schools and for the athletic department. If we can prevail on the auspices of the good freeholder director to send some attention to this particular issue we can then channel those dollars someplace else.

Mr. Morlino: I met this evening prior to the meeting with one of our Council members in regard to what's being done at the Field House. He was inquisitive as to what's happening. We showed him the plans for the roof, the HVAC system. We explained the bond money that's left from the field work that was done is approximately \$160,000 and we hope to get the roof and the HVAC system replaced in the building. We've actually started to dismantle the HVAC system with our own in-house personnel. It was a tremendous savings just on the demolition. We intend on installing the HVAC system with our own in-house personnel. The roof is another story. That needs to go out for bid and we're preparing those bid documents as we speak so that we can get that done. As you're aware, there's a lot of work that needs to be done within the Field House once we button up the building envelope. We put temporary heat in today. We're putting the gas pipes in tomorrow for the temporary heat. The permanent solution is underway also, but funding is an issue.

Comm. Hodges: I certainly don't want to intervene or impact in any way on what belongs to the city. We certainly want to give them every opportunity to do what they have to do to fix their building, which we use.

Comm. Irving: I concur with you, Dr. Hodges. I'm going to probably lean on Comm. Rivera to inquire with Mr. Morlino about applying for Open Space funds. I know technically it's not fair to ask you this in your role here.

Comm. Hodges: I would never do that.

Comm. Irving: Can we apply for Open Space funds?

Mr. Best: The city has to make the application.

Comm. Irving: Got it. Fair enough. We'll work with the city to put that application in. I think that's just money that exists for us. It's our tax dollars.

Comm. Hodges: That's right. We can redirect that money to that other aspect, which is for the crowds and for the students to build that facility back up, which belongs to us.

Mr. Morlino: I made the Councilman aware of that also and asked that the city get involved in that.

Comm. Hodges: Thank you very much.

### ***Policy***

Comm. Hodges: We were at the Black History program flag-raising and the issue was raised about us not pursuing Amistad. As you know, there have been discussions about that. We've been pushing gently, but in view of the overwhelming sentiment of

the community we figure we'd go ahead and write a very brief policy and attached to this is the law. I'll be sending this over to the policy committee. It basically says it shall be the policy of the Paterson School District to adopt and implement with all deliberate speed the state mandated Amistad curriculum. This curriculum shall be incorporated as intended throughout the designated curricular areas and grade levels. That's all it says. We can press for regulations.

Comm. Irving: Has it been submitted to Cheryl yet so we can get it moving?

Comm. Hodges: She does have a copy.

Comm. Irving: Okay. I just want to make sure it's moving.

### **Items Requiring Review and Comments**

#### ***Personnel***

Comm. Cleaves: The personnel committee did meet on February 1. Start time was 5:40 p.m. The presiding officer was Comm. Cleaves. In attendance were Comm. Redmon and Comm. Simmons. Staff present was Mr. Rojas and Ms. Barker. We discussed the open vacancies at this point in time in the district, which are 49. We were provided a list of vacancies at each school. We also received a list of the upcoming job fairs that the district will be participating in along with a new job search that the district is going to be venturing on. It's called Virtual Job Fair. You can do it online virtually. These are virtual booths that you can go to and it's done through Education Week. That's another avenue that the district will be charting on in order to fill our vacancies with our positions. We've done this in the past and Comm. Kerr is always leading the charge. We just wanted to reiterate to Mr. Rojas that for any positions that are being filled, supervisor and above, the committee is requesting that we receive the job descriptions and the résumés. We also requested the reorg chart, which I do believe I received. I briefly looked at my emails and I did receive it. We had a brief discussion on some technology positions that are becoming available that came through personnel. We're recommending that they go through the technology committee before coming to personnel so that the technology committee can vet them before coming to us. The meeting ended at 6:15.

#### ***Family/Community***

Comm. Mimms: Good evening. Sorry for being late. My son was in the emergency room. He's on crutches. He got hurt at school today. I apologize for being late. The parent & community engagement committee met on Tuesday at 5:16 p.m. Presiding was myself and present were Comm. Cleaves and Comm. Kerr. Staff present was Mr. Kemper McDowell. We requested a comprehensive list of all the programs that they're currently working on, any future programs they're looking to work on, and any programs that they had in the past that they would like to reinstitute. Mr. McDowell will provide us a list by this Friday. We also discussed the possibility of family members of crime victims that they would be able to do workshops in our school to be able to combat violence. There will be further discussions regarding some of the victim's families and on the perpetrator's side. We also had discussions around PTOs and leadership and ways to increase parent participation, which was a very lengthy but very successful discussion. We came up with some suggestions such as training the trainer, having to train the PTO leadership team first and then have them train the PTO members to ensure that we fill vacancies in the schools and that every school has an active and effective PTO. We also discussed, as it relates to parent participation, sending a letter

or flyer on behalf of the Commissioners explaining the importance of participation from the parents. We talked about parent engagement rallies, door-to-door, Robo-calls, district highlights, newsletters, etc. We also had discussion around the Board newsletter which we've had previously in the past. I would like for Cheryl to give me a copy of what the Board newsletter looked like. We want to reintroduce that. That's a way that we as Board members can have a sounding board to talk about things that are coming. We can voice our opinions about some things and then they can be sent out to the parents. That's another way of reengaging parent participation. We also had a lengthy discussion regarding the limited resources and finding some creative ways to get the parents and the community involved. It's a very successful meeting. We ended at 6:30 and we're looking forward to more meetings in the future.

Comm. Irving: Comm. Mimms, I want to commend you on really picking up that committee and moving with it. This is great. I just hope that you'll continue to work with Mr. McDowell to continue to support the department and set some good direction moving forward. Is there any other business?

## **OTHER BUSINESS**

Comm. Hodges: The legislative committee of the Passaic County School Boards Association has crafted a letter which they sent out to their membership. Essentially, the letter raises questions about a bond being floated by Tech to pay for the expansion of their school system. A number of communities have already passed language that says that they are in opposition to this or in some respect have grave concerns about this. The county did not want to take an official position yet because Tech is a member of the Passaic County School Boards Association and they really would like to have Tech come and give their remarks. However, the individual towns are already moving to adopt this language. I don't want to bring it to you yet because they want to make absolutely sure that the numbers are correct before they submit throughout the membership. They're pulling it back. I will be sending out to the Board members once the language has been finalized. The growing concern is the expansion seems to tax every school district. West Milford voted against it so far. Their concern is they don't get the kinds of services they would get if they were in Bergen County and it actually costs them almost \$1 million to exist within Passaic County. The way they see it, it doesn't matter one way or the other. That seems to be the way. Other communities are very aggressive on this issue.

Comm. Irving: How soon do you think we would be able to get this resolution done, Dr. Hodges? I would love to have that debated and discussed.

Comm. Hodges: You know I want to. I'm waiting for them to finalize the language and then I will bring it forward hopefully within the week. They wanted to research all of the numbers and make sure those numbers are tight.

Comm. Irving: Fair enough.

Comm. Hodges: But there are a growing number of places. In fact, there were supposed to be six items for discussion at the meeting and we didn't get very far. That's number one. Number two, the Paterson United Pastors Council with Reverend Givens as president have been working with Assemblywoman Sumter and myself on a campaign about education. They're going to have an education summit on Saturday to begin to discuss the issues and a call to action. They want community groups and whatever to join them so they can talk about what the issues are and then craft an approach. Their goal is to have a yearlong campaign citywide that focuses on pushing

education. Every church and a number of community groups want to partner with the school district. Their approach has been evolving over time so we'll see what else they want to do. The yearlong campaign is going to be focusing on education. My hope is that reading at home will be a significant part of that. Everyone is invited. I'll give the flyer to Cheryl. It's at 10:00 on Saturday at the First A.M.E. Zion Church. This is going to be their breakout with parents, community leaders, and concerned citizens to begin to formulate this plan.

Comm. Irving: I want to go into executive session to discuss legal and some personnel items with the Board.

**MOTION TO GO INTO EXECUTIVE SESSION TO  
DISCUSS LEGAL AND PERSONNEL ISSUES**

**It was moved by Comm. Mimms, seconded by Comm. Redmon that the Board goes into executive session to discuss legal and personnel issues. On roll call all members voted in the affirmative. The motion carried.**

The Board went into executive session at 8:00 p.m.

The Board reconvened the meeting at 9:15 p.m.

**It was moved by Comm. Cleaves, seconded by Comm. Mimms that the meeting be adjourned. On roll call all members voted in the affirmative. The motion carried.**

The meeting was adjourned at 9:16 p.m.