

APPROVED  
Bd. Mtg. 11-19-18

BOARD OF EDUCATION  
(Official)

October 18, 2018  
Elizabeth, New Jersey

The regular agenda meeting of the Board of Education was called on October 18, 2018 at 5:30 p.m., in the MultiPurpose Room, Donald Stewart Center for Early Childhood Education, 544 Pennsylvania Avenue, Elizabeth, New Jersey.

Board President Maria Carvalho presented the following statement at 5:46 p.m.

“Ladies and Gentlemen, good evening. This is a regular agenda meeting of the Board of Education. Pursuant to New Jersey Statutes and the rules adopted by the Board of Education, notice of this meeting was sent to The Star Ledger and Cablevision of Elizabeth on October 5, 2018. In addition, this notice is posted on the Bulletin Board in the lobby of 500 North Broad Street, and pursuant to this act, a copy has been filed with the City Clerk of Elizabeth, New Jersey.”

“We want to welcome everyone present and our television viewers to this October 18, 2018 meeting of the Board of Education. We are here to govern, provide management oversight, and make policy for the district. The Superintendent manages the district. This is a meeting of the Board in public, not a meeting of the public.”

“This meeting is being recorded and will become part of the Elizabeth Board of Education permanent record. In order that the recording will adequately reflect the proceedings, please refrain from talking while others are speaking. We also ask that you silence the sound on your electronic devices. Since it is legally mandated that these proceedings be accurately recorded, we may have to ask for order periodically should noise begin to interfere with our recording capabilities. We are pleased that you have taken time this evening to join us here for our Board of Education meeting. Thank you for your interest in the Elizabeth Public Schools.”

“There will be a public portion for citizens to address the Board. Participants for the public portion may sign in up to the start of the meeting so that they may have the opportunity to speak. The sign-in sheet states the name, address, telephone number and reason that the person wants to comment, whether it is an agenda item or a general education comment.”

Present: Ms. Bathelus, Miss Goncalves, Mr. Jacobs, Mrs. Moreno-Ortega (arr. 6:10 p.m.), Messrs. Neron (arr. 6:40 p.m.), Rodriguez, Mrs. Carvalho – 7

Absent: Mrs. Barbosa, Mr. Nina – 2

Superintendent of Schools Olga Hugelmeyer, School Business Administrator/Board Secretary Harold E. Kennedy, Jr., Assistant Superintendent for Teaching and Learning Jennifer Cedeno, Assistant Superintendent for Schools Rafael Cortes, Assistant Superintendent of Schools Judy Finch Johnson, Chief of Operations Francisco Cuesta, Comptroller Rajeev Malhotra, Co-General Counsel Jonathan Williams, Esq. of DeCotiis, Fitzpatrick & Cole, LLP, and members of the public were in attendance.

Colors were presented during the Flag Ceremony by members of the Admiral William F. Halsey, Jr. Health & Public Safety Academy Marine Corps Junior R.O.T.C.

Pledge of Allegiance

The *Star Spangled Banner* by Francis Scott Key was played.

Pledge of Ethics

Mrs. Carvalho welcomed student council representatives from each high school including Shamyah Bowers, J. Christian Bollwage Academy of Finance; Jaimes Bryan, Elizabeth High School Frank J. Cicarell Academy; Eric Arrieta, John E. Dwyer Technology Academy; Mackenzie Goldate, Thomas Jefferson Arts Academy; Elisabeth Point du Jour, Alexander Hamilton Preparatory Academy; Juan Puerto, Thomas A. Edison Career and Technical Academy; and Loren Tolentino Francisco, Admiral William F. Halsey, Jr. Health and Public Safety Academy. Mrs. Carvalho stated that the students are joining our meeting to learn how the process works. Mrs. Carvalho stated that we are looking forward to having the students at our meetings during the year.

Miss Goncalves stated that in recognition of Hispanic Heritage Month the Board recognized Elizabeth Police Detective Michael Gonzalez who has been a highly dedicated advocate for our students for the past ten years as a detective in the Elizabeth Police Department Juvenile Unit. Miss Goncalves stated that Detective Michael Gonzalez grew up in Elizabeth and thanked him for his service and sacrifice to our community. Miss Goncalves and Board members congratulated Michael Gonzalez and presented him with a certificate of commemoration.

Ms. Bathelus stated that in recognition of Fire Prevention Month the Board recognized Elizabeth Fire Department Firefighter Sheena Spence who, on June 1, 2018, became the first female firefighter in the 163-year history of the Elizabeth Fire Department. Ms. Bathelus stated that Sheena attended Nicholas Murray Butler School No. 23, Alexander Hamilton Middle School, and graduated from Jefferson House of Elizabeth High School in 2001. Ms. Bathelus introduced Sheena's former teacher Patricia Mahon. Ms. Bathelus and Board members congratulated Sheena Spence on her extraordinary achievement as well as her bravery and sacrifice in protecting our community and presented her with a certificate of commemoration.

Mr. Rodriguez recognized Barbara and Jason Field from Magic Fountain who invited the community to a tailgate party and donated the profits of \$400. to the Elizabeth Athletics. Mr. Rodriguez thanked Barbara and Jason Field for supporting Elizabeth Athletics and the Elizabeth Public Schools as well as for being valued members of our greater community. Mr. Rodriguez and Board members congratulated them and presented them with a certificate of commemoration.

Mrs. Carvalho stated that she has designated office hours from 5:30 to 7:00 p.m. every Tuesday night during which Elizabeth families may make an appointment to meet and discuss any issues or concerns pertaining to the Elizabeth Public Schools.

Mrs. Carvalho stated that for the fourth straight year, the Elizabeth Public Schools will host the New York Jets to kickoff the Play 60 Program for fourth and fifth grade students to encourage them to be active. Mrs. Carvalho thanked New York Jets Head Coach Todd Bowles and his wife Taneka Bowles who have been a vital part of ensuring all of our students have the opportunity to stay active and have donated \$100,000. over the past four years to support the Special Olympics program at the Elizabeth Public Schools.

Mrs. Carvalho stated that they will continue their efforts to ensure that every child achieves excellence and thanked everyone for their support.

Mrs. Carvalho introduced Kwao Taylor for a presentation of Leaders of Technique.

Kwao Taylor, physical education and health teacher at Jerome Dunn Academy of Mathematics, Technology and the Arts School No. 9, introduced a video presentation of the Leaders of Technique. Mr. Taylor stated that the program is the premiere young men's training organization for elementary school boys here in Elizabeth and the LOT program has grown to service School Nos. 1, 5, 6, 9, 16, and 27. Mr. Taylor stated that its foundational focus is based on character development including respect, responsibility, trust, kindness, caring, and an emphasis on community service. Mr. Taylor stated that LOT is committed to helping Elizabeth Public School students realize their greatness by redirecting their leadership qualities in a positive way. Mr. Taylor stated that last Wednesday was the Leaders of Technique Tie Ceremony. Mr.

Taylor stated that they show a connection between the older and younger generation and the young men performed at the ceremony. Mr. Taylor introduced the LOT teachers at six different schools including Isiah Halsey, George Washington Academy of Science and Engineering School No. 1; Shereen Morris, Mable G. Holmes School No. 5; Kevin Fallon, Toussaint L'Ouverture-Marquis de Lafayette School No. 6; James St. Fort, Jerome Dunn Academy of Mathematics, Technology and Arts School No. 9; Xavier Ysabel, Madison-Monroe School No. 16; and Victor Felipe, Dr. Antonia Pantoja School No. 27. Mr. Taylor thanked the teachers and stated that because of the nature of the LOT program these teachers give up a lot of their free time. Mr. Taylor thanked the Board of Education for believing in him and this program. Mr. Taylor stated that they are in the process of expanding to more schools and have a five-year program to reach the whole district.

Mr. Jacobs commended Kwao Taylor and all the teachers and staff associated with the Leaders of Technique program. Mr. Jacobs stated that it is a very difficult thing trying to reach our inner-city youth, especially our young males. Mr. Jacobs stated that the young males are vital to our community and we need to make sure that we reach them and that they stay clear on the straight path of life. Mr. Jacobs stated that Kwao Taylor and the teachers that he has recruited into this program are starting to do that and he is very excited to see the things that they are doing including the innovative programs that he is putting in place. Mr. Jacobs stated that he is happy that the administration is supporting this program because these are the types of programs that we need to make sure we reach our children. Mr. Jacobs stated that we need to make sure that we support these programs and encourage them. Mr. Jacobs stated that this is a wonderful program.

Mrs. Hugelmeier stated that Kwao Taylor and the LOT program held the first annual Tie Ceremony last night and it was phenomenal to see how these students responded and how excited they were. Mrs. Hugelmeier stated that they are appreciative for what Mr. Taylor and his team have done.

Mrs. Hugelmeier stated that when Mayor Bollwage spoke he referenced an article in the NY Times and recognized guidance counselor Jasmine Lee who started the First Ladies Club at Jerome Dunn Academy of Mathematics, Technology and Arts School No. 9. Mrs. Hugelmeier stated that the overall goal of the program is to increase self-esteem by exploring identity around five factors including creative self, hoping self, physical self, social self, and essential self. Mrs. Hugelmeier stated that our scholars engage in group activities, discussions, and community learning projects to strengthen self-perception and leadership characteristics in our school and community. Mrs. Hugelmeier stated that, in turn, these scholars have met academic requirements this past school year in evidence of the tremendous boost in the scholars' confidence and self-esteem.

Mrs. Hugelmeier stated that the teachers who attended last week were incredibly inspired by the work and the commitment for the 2018-2019 school year is not only to continue to build on the program at School No. 9 but to expand it to School Nos. 1 and 27.

Mrs. Hugelmeier stated that we are incredibly excited for all of the activities throughout the school year. Mrs. Hugelmeier stated that we thank them for changing the lives of young men and also inspiring your colleagues to continue this work.

Board President Carvalho presented the following public participation statement.

“At this time, the microphones are open for public comment to those who have signed in. I shall call individuals to the microphones based on the order of the sign-in. Each statement made by a participant shall be limited to three minutes in duration. The total time of public comment shall be limited to sixty minutes. No individual is able to yield their time to another individual. All statements shall be directed to the presiding officer; no participant may address or question Board members individually. The following rules for public participants shall apply: time limits will be strictly enforced, no personal attacks on individuals, no vulgar or indecent language, a person may address the Board no more than once during a single meeting, speakers should refrain

from naming individuals, and comments or questions posed during public participation will not be debated. As a reminder, this is a meeting of the Board in public, not a meeting of the public.”

Mrs. Carvalho called upon the first public participant, Amy Paz, to address the Board.

Amy Paz, student, stated that she has a medical issue and asked the Board to review her application for home instruction.

Mrs. Hugelmeyer requested Assistant Superintendent for Schools Rafael Cortes meet with her to discuss her concerns.

Mrs. Carvalho thanked her for her comments and called twice upon the next public participant, Elizabeth Matheson, to address the Board. Since Miss Matheson did not come forward, Mrs. Carvalho called upon the next public participant, Salaam Ismial, to address the Board.

Salaam Ismial, 513 Richmond Street, United Youth Council, spoke about the hiring practices and not recruiting African Americans. Mr. Ismial spoke about the lack of curriculum of inclusion that is mandated by the State. Mr. Ismial spoke about gun violence in the City of Elizabeth.

Mrs. Carvalho thanked him for his comments and called upon the next public participant, Maria Echavarria, to address the Board.

Maria Echavarria, 321 Westfield Avenue, stated that this is also Dyslexia Month, Domestic Violence Awareness Month, and Selective Mutism Month. Ms. Echavarria stated that she hopes the Board can help the young girl with home instruction. Ms. Echavarria stated that with regard to Salaam Ismial there is an old slogan, “We need hugs, not drugs” for his cause.

Mrs. Carvalho thanked her for her comments and called upon the next public participant, Bryant Cordova, to address the Board.

Bryant Cordova, 821 Madison Avenue, 2014 EHS graduate and 2018 Seton Hall University graduate stated that he is a candidate for the Board of Education. Mr. Cordova spoke about the Fresh Fruit and Vegetable Program, the grants for water hydration, and teacher evaluations.

Mrs. Carvalho thanked him for his comments and called upon the next public participant, Luann Breese, to address the Board.

Luann Breese, resource teacher at Jerome Dunn Academy of Mathematics, Technology and Arts School No. 9, spoke about the poor contract, lack of proper pay raises, retro pay, imbalance of budget, the special ed curriculum that was written by reading specialist, lack of time to service students with IEPs, and that some teachers are favored for extra jobs and it should be fair to all.

Superintendent Hugelmeyer requested she speak with Assistant Superintendent for Teaching and Learning Jennifer Cedeno.

Mrs. Carvalho thanked her for her comments. Since there were no other public participants signed in to address the Board, Mrs. Carvalho closed this portion of the meeting.

Board President Maria Carvalho stated that this is an agenda setting meeting. Mrs. Carvalho stated that we will go tab by tab and each Board member may ask questions. Present for the meeting were Director of Security Matthew Glackin, Director of Food and Nutrition

Services Jamie Leavitt, Director of Elementary and Secondary Education Daphne Marchetti, Director of Athletics Bartolomeo Candelino, Director of Curriculum and Instruction Aaron Goldblatt, Director of Special Projects Dorothy Hannigan McMullen, Acting Director of Staff Development and Innovative Programs Kathleen Badalis, Director of Plant, Property and Equipment Luis Couto, Director of Early Childhood Education Tracy Crosby, and Director of Research, Evaluation, and Planning Amy Gil. The Board reviewed the agenda for the October 18, 2018 regular meeting.

Minutes of the September 20, 2018 Agenda and Business Meetings  
Secretary/Treasurer's Report for the Month of August 2018

Mrs. Carvalho asked if there were any questions. Mrs. Carvalho added the Minutes of the Meetings and the Secretary/Treasurer's Report to the agenda.

Personnel Report

Mrs. Carvalho asked if there were any questions.

Mrs. Hugelmeyer asked Chief of Operations Francisco Cuesta to provide a summary of the Personnel Report.

Chief of Operations Francisco Cuesta gave a synopsis of the report.

Mr. Jacobs stated that he is concerned about the number of African Americans hired. Mr. Jacobs stated that his colleagues know that he has been very vocal about the district hiring more African Americans. Mr. Jacobs stated that his tenure has been very short but administration, specifically Mr. Cuesta, is trying to listen and understand the need for diversity in our district. Mr. Jacobs stated that Rome wasn't built overnight and in time, because the community has waited quite a long time, this situation can improve. Mr. Jacobs stated that Mr. Cuesta has started to take some steps to address the situations and concerns that our community has had for quite some time. Mr. Jacobs stated that with the support of the Superintendent he hopes we can come to a better resolution in the coming months of increasing the hiring number of African American teachers. Mr. Jacobs stated that an example of that is the LOT Program. Mr. Jacobs stated that in the past administration we would not have seen that type of program being supported. Mr. Jacobs stated that it is a great program and a step in the right direction. Mr. Jacobs stated that he does understand the frustration of his community when it comes to this issue and he shares that with his colleagues and the administration. Mr. Jacobs stated that he really feels they have the best interest for our children at heart.

Mrs. Carvalho thanked Mr. Jacobs and agreed with him that Rome was not built in a day. Mrs. Carvalho stated that we need to make sure that we hire the best people to put in our classrooms for our children.

Mrs. Carvalho added the Personnel Report to the agenda.

Supplemental Personnel Report

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the Supplemental Personnel Report to the agenda.

Tuition Report

Supplemental Tuition Report

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the Tuition Report and Supplemental Tuition Report to the agenda.

Superintendent's Report – Considerations

Mrs. Carvalho asked if there were any questions.

Ms. Bathelus asked if this is the first year for the basketball trip for a tournament in Maryland.

Director of Athletics Bartolomeo Candelino stated that this is the first time in many years that they are attending a tournament out of New Jersey.

Ms. Bathelus asked if it is part of our budget.

Mr. Candelino stated that it was not originally included in his budget because it was brought to him this year. Mr. Candelino stated that after speaking with the comptroller he can move money from one account to another.

Mrs. Hugelmeyer requested Mr. Candelino provide support with regard to other athletic events similar to this.

Mr. Candelino stated that we support our baseball team when they go to North Carolina and our girls and boys track team when they go to the Penn Relays.

Ms. Bathelus stated that she has seen the requests for the Penn Relays. Ms. Bathelus stated that this trip is for four days and asked what is involved for those days.

Mr. Candelino stated that it is a basketball tournament with about 40-50 schools from throughout the country. Mr. Candelino stated that we will be put into a certain division according to our record and the competition at the tournament. Mr. Candelino stated that it is a great exposure for our students and we will be showcasing our athletes in a venue where colleges will come to see this tournament.

Mrs. Carvalho asked about the IMSE Comprehensive training.

Director of Special Projects Dorothy Hannigan McMullen stated that this is an overview of the Orton-Gillingham methodology for phonological awareness and phonics and discusses fluency vocabulary comprehension.

Mrs. Hugelmeyer stated that this is expanding the training for our teacher tutors.

Mrs. Carvalho added the Superintendent's Report – Considerations to the agenda.

#### Superintendent's Report – Use of Facilities

Mrs. Carvalho asked if there were any questions.

Mr. Neron stated that there is a basketball program combined with a community program for Citizens Going Forward and asked if it is the same program because they have more of an extensive schedule.

Mr. Kennedy responded that this is the only request he has for them. Mr. Kennedy stated that if there is another request, then it would have flowed through Mr. Couto's office.

Mr. Neron asked if their schedule is on the agenda and if it conflicts with anything that we have.

Mr. Kennedy responded no and explained the process.

Mrs. Carvalho stated that our school trumps the requests and if there is a school activity, then that comes first.

Mrs. Carvalho added the Superintendent's Report – Use of Facilities with a waiver of fees to the agenda.

#### Supplemental Superintendent's Report – Use of Facilities

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the Supplemental Superintendent's Report – Use of Facilities to the agenda.

#### Superintendent's Report – Field Trips

Mrs. Carvalho requested this be held for later in the meeting.

#### Superintendent's Report – Harassment, Intimidation and Bullying Investigative Results

Mrs. Carvalho added the report to the agenda.

#### Authorizations Report

Mrs. Carvalho asked if there were any questions.

Mrs. Hugelmeyer stated that our Supervisor of Bilingual and ESL Education K-12 Rebecca Orellana is serving on the NJ DOE Bilingual Advisory Committee. Mrs. Hugelmeyer stated that it is an honor every time our administrators have an opportunity to have a voice and be able to represent our district and its needs.

Mrs. Hugelmeyer stated that our Director of Bilingual and ESL Education K-12 Sandra Nunes will be participating in the Council for Global Education and Citizenship General Assembly Meeting on “The Immigration, Displacement and Refugee Experience” at Kean University.

Mrs. Hugelmeyer requested Director of Early Childhood Education Tracy Crosby speak about the study with Columbia University Teacher's College.

Director of Early Childhood Education Tracy Crosby stated that Columbia University Teacher's College received funding from the US Department of Education to develop an assessment for phonological awareness for preschool children. Mrs. Crosby stated that Columbia University Teacher's College is working with several preschool centers in New York City and they reached out to us a few weeks ago. Mrs. Crosby stated that we are the only district in New Jersey who they asked to partner with them on continuing the development of the assessment and then measuring the tool in our preschool classroom with our preschoolers.

Mrs. Hugelmeyer requested Director of Elementary and Secondary Education Daphne Marchetti speak about the Union County STEM Scholars Grant.

Director of Elementary and Secondary Education Daphne Marchetti stated that five grade teachers in the district are applying for the Union County Stem Scholars Grant. Mrs. Marchetti stated that if they are approved, then they would receive \$500. each to provide STEM based activities, projects, or field trips for students.

Mrs. Hugelmeyer stated that the district is requesting to make application to participate in the Seal of Biliteracy for the 2018-2019 school year. Mrs. Hugelmeyer stated that New Jersey became the 15<sup>th</sup> state to implement a legislated statewide Seal of Biliteracy. Mrs. Hugelmeyer stated that by achieving the Seal of Biliteracy students demonstrate that they are able to speak, read, listen, and write in two or more languages at a high level of proficiency.

Mrs. Hugelmeyer requested Director of Curriculum and Instruction Aaron Goldblatt speak about the FAFSA event.

Director of Curriculum and Instruction Aaron Goldblatt stated that the district will be holding two FAFSA Nights this year, one in the Fall and one in the Spring. Mr. Goldblatt stated that the first FAFSA Night will be held on November 30<sup>th</sup> at Dunn Sports Center to provide parents and students with assistance in filling out the forms for financial aid.

Mrs. Carvalho asked if it will be offered to all of the students in the high schools.

Mr. Goldblatt stated that this will be for students who are planning to attend college.

Mrs. Carvalho stated that there are twenty pages of fundraising events.

Assistant Superintendent for Schools Judy Finch Johnson stated that there are 347 fundraising events.

Mrs. Carvalho added the Authorizations Report to the agenda.

#### Supplemental Authorizations Report

Mrs. Carvalho asked if there were any questions.

Mrs. Hugelmeyer requested Chief of Operations Francisco Cuesta speak about the application to partner with Kean University to implement the NJDOE Grant – Diversifying the Teacher Pipeline.

Chief of Operations Francisco Cuesta stated that this grant will provide Kean University with funds for high school students to pursue a career in education. Mr. Cuesta stated that this will provide the district with diversity in employment. Mr. Cuesta stated that this is exciting to have a partnership with one of the biggest teaching colleges in the country.

Mrs. Hugelmeyer requested Assistant Superintendent for Teaching and Learning Jennifer Cedeno speak about the Prudential Spirit of Community Awards.

Assistant Superintendent for Teaching and Learning Jennifer Cedeno stated that the Youth Prudential Spirit of Community Awards are for students in grades 5-12 who have provided outstanding service to others at the local, state, and national levels. Mrs. Cedeno stated that this award represents America's largest youth recognition program based exclusively on volunteer service. Mrs. Cedeno stated that this annual award corresponds with the district's high school graduation requirement of 60 community service hours.

Mrs. Hugelmeyer requested Director of Curriculum and Instruction Aaron Goldblatt speak about the Advanced Competitive Computer Science Grant.

Director of Curriculum and Instruction Aaron Goldblatt stated that the Advanced Competitive Computer Science Grant is in conjunction with our math and computer science departments and if we are fortunate to be selected, the money can be used to expand our relationship with NJIT computer science program.

Mrs. Carvalho thanked Jeffrey Roszkowski, Administrator for School Planning, for finding the nine students that are now attending the high school at The Mills at the Jersey Gardens Mall that recently opened. Mrs. Carvalho stated that we can place up to twenty-five students who will fit in the setting. Mrs. Carvalho stated that it is a beautiful facility and working with our Union County Freeholders it is just another opportunity for our students in keeping with our promise that all means all.

Mrs. Carvalho added the Supplemental Authorization Report to the agenda.

Finance and Accounting Report – Authorization to Pay Vouchers, etc.

Supplemental Finance and Accounting Report – Transfer of Funds

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the reports to the agenda.

Award of Contracts Report

Mrs. Carvalho asked if there were any questions.

Mrs. Hugelmeyer asked Acting Director of Staff Development and Innovative Programs Kathleen Badalis to speak about the professional development contracts.

Acting Director of Staff Development and Innovative Programs Kathleen Badalis stated that the contracts are provided with federal funds, mostly Title I, and they are for our district schools and nonpublic schools as well. Mrs. Badalis stated that the professional development programs are not only for staff but also for parents and community members. Mrs. Badalis stated that the contract with Brown's Counseling and Consulting is for six 90-minute parent training sessions for two schools and we will try to expand to more schools.

Ms. Bathelus asked about the contracts with JTC and Sharona Faleck and if we are paying for them.

Mrs. Badalis stated that the contracts are for non-public schools and the funding comes from Title I.

Ms. Bathelus stated that there is a contract for ten on-site training sessions at Halsey and asked how many teachers will benefit from this training.

Mrs. Badalis responded that the training is at Halsey for language arts and social studies teachers. Mrs. Badalis stated that she will get the information on the number of teachers.

Ms. Bathelus asked if it for all of the high schools or only for Halsey.

Mrs. Badalis stated that this is only for Halsey.

Ms. Bathelus asked if there is a reason why it is only for Halsey.

Mrs. Badalis explained that it is based on their status and they get specific funding to provide for professional development.

Mrs. Hugelmeyer requested Director of Athletics Bartolomeo Candelino speak about the sports contract.

Director of Athletics Bartolomeo Candelino stated that after going through the bid process, this contract is for the purchase of winter sports athletic equipment and supplies.

Mrs. Hugelmeyer requested Assistant Superintendent Rafael Cortes speak about the contract about Capstone.

Assistant Superintendent Rafael Cortes stated that the contract with Dr. Figueras-Daniel is to present a workshop to 75 EHS Capstone Research students on the topic of researching, writing, presenting, and publishing a paper in peer-reviewed journals.

Mrs. Hugelmeyer requested Director of Early Childhood Education Tracy Crosby speak about the contract with Catapult Learning.

Director of Early Childhood Education Tracy Crosby stated that Catapult provides aftercare to preschoolers in the form of wraparound services. Mrs. Crosby stated Catapult also hires our preschool aides and teachers who assist in the supervision of bus students. Mrs. Crosby stated that we reimburse Catapult because they pay our teachers to take the children on and off the busses prior to the start of school in the morning and supervise them. Mrs. Crosby stated that those children are not Catapult students so that is why we have to reimburse them.

Mrs. Moreno-Ortega asked about the contract with Make the Road New Jersey. Mrs. Moreno-Ortega asked if there is any reason why it is only at EHS Frank J. Cicarell Academy or will we see this kind of contract with other high schools. Mrs. Moreno-Ortega stated that it is an important workshop for the students for helping with the processes of college applications and essays.

Mrs. Hugelmeyer stated that Make the Road New Jersey works with our high schools and Mr. Cummings was interested in having them come in and present a workshop to the students.

Mrs. Moreno-Ortega asked if we can ask them to extend to another high school.

Mrs. Hugelmeyer responded yes and stated that Dwyer is also working with them.

Mrs. Hugelmeyer requested Director of Curriculum and Instruction Aaron Goldblatt speak about the contract with New Jersey Department of Health – NJ Children’s Oral Health Program.

Director of Curriculum and Instruction Aaron Goldblatt stated that this is the second year of this program and vaping is growing in popularity across the country. Mr. Goldblatt stated that it is important that our students are given the correct information about this practice and that it is a great health risk for them.

Mrs. Hugelmeyer requested Director of Curriculum and Instruction Aaron Goldblatt speak about the Middle College Program.

Mr. Goldblatt stated that our Superintendent has shown a great commitment providing our seniors with dual enrollment opportunities. Mr. Goldblatt stated that the Fairleigh Dickinson University Middle College Program allows qualified high school students to receive dual enrollment credit. Mr. Goldblatt stated that last year about 600 seniors received credit for dual enrollment and this year we expect about the same.

Mrs. Carvalho asked how many credits the students received last year.

Mr. Goldblatt stated that it is for one course.

Ms. Bathelus asked how many busses are used to transport the football team to away games.

Director of Transportation Michael Rijo stated that usually two busses are used.

Ms. Bathelus asked how many football players we have.

Director of Athletics Bartolomeo Candelino that we have over 90 but we travel with 65. Mr. Candelino stated that there is a separate bus for the cheerleaders and a separate van for the equipment.

Ms. Bathelus stated that she has been hearing some concerns about the number of busses that are used for the marching band. Ms. Bathelus stated that tonight there is an amended

contract for athletic busses and asked if the current amount of busses used for the marching band is sufficient for our marching band or do we need an additional bus.

Director of Transportation Michael Rijo stated that the bus is travelling with 140 band members and uses 4 busses. Mr. Rijo stated that if a fifth bus is used they would have more room. Mr. Rijo stated that Eduardo Dias, Coordinator of the Warehouse, arranges for the transportation of the equipment.

Ms. Bathelus asked if someone can go this week and look before they go on a trip.

Mr. Rijo stated that they did it once last year and we are going this week.

Ms. Bathelus asked if he could let her know if they are comfortable enough for the trip because they have a lot of equipment and their costumes. Ms. Bathelus stated that if they do need an additional bus then we should be able to do that.

Mrs. Carvalho stated that she believes there was a decision made when they were traveling a certain distance and asked Mr. Rijo to explain that to the Board members.

Mr. Rijo stated that this week they are traveling to Delaware and we did provide a fifth bus for them. Mr. Rijo stated that when it is more than a two-hour ride and out-of-state, then a fifth bus is used.

Ms. Bathelus asked what is the set time and distance.

Mr. Rijo stated that usually they use four busses.

Miss Goncalves asked how many students and chaperones.

Mr. Rijo stated that last year there were about 140 band members and chaperones and the 54 passenger busses are used.

Mr. Neron stated that a lot of Board members are getting phone calls from parents on this situation. Mr. Neron stated that a 54-passenger coach is very different from a 54-passenger school bus. Mr. Neron stated that we have to be consistent. Mr. Neron stated that we have to come up with a form of consistency and that whether a trip is 30 minutes or two hours shouldn't make a difference.

Mrs. Moreno-Ortega asked about a contract with Pearson and if there is online access for the students.

Mrs. Hugelmeyer stated that this is a renewal contract with Cisco. Mrs. Hugelmeyer stated that we will provide detailed information on the equipment.

Mrs. Carvalho added the Award of Contracts Report to the agenda.

#### Supplemental Award of Contracts

Mrs. Carvalho asked if there were any questions.

Mrs. Hugelmeyer requested Director of Plant, Property and Equipment Luis Couto speak about the carbon monoxide system.

Director of Plant, Property and Equipment Luis Couto stated that recent legislation requires that carbon monoxide devices be installed in all schools. Mr. Couto stated that it is very specific where the devices need to go in the buildings and we need it signed and sealed by an

engineer with permits and certificate of completion. Mr. Couto stated that this contract is for EI Associates to provide engineering services for district-wide installation of a carbon monoxide system.

Mrs. Hugelmeyer requested Director of Security Matthew Glackin speak about the contract for CPR training.

Director of Security Matthew Glackin stated that as part of our standard operating procedures the security guards are required to have CPR training, First Aid training, and Automated External Defibrillator (AED) training and re-certification. Mr. Glackin stated that Jason Hamilton from the Elizabeth Fire Department will provide the services. Mr. Glackin stated that that this is a substantial savings over time because we are purchasing the equipment and only have to pay for the trainer.

Mrs. Carvalho added the Supplemental Award of Contracts Report to the agenda.

Miscellaneous Communication - None

Claims List

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the Miscellaneous Communication and Claims List to the agenda.

Resolution – Union County Educational Services Commission 2018-2019 Title I Non-Public Teacher Instructed Services

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the resolution to the agenda.

Resolution – National Parental Involvement Day

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the resolution to the agenda.

Resolution – Puerto Rican Heritage Month

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the resolution to the agenda.

Resolution – Veteran’s Day

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the resolution to the agenda.

Resolution – National French Week

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the resolution to the agenda.

Resolution – Anti-Littering Campaign

Mrs. Carvalho asked if there were any questions.

Mrs. Carvalho added the resolution to the agenda.

Mr. Neron stated that over the years, we have had the resolutions and it is beautiful that we put it in writing and present it to the Board, public, and district. Mr. Neron stated that we really want the education community and the community-at-large to take heed to these resolutions. Mr. Neron stated that the fact that we make this claim and want to really get parents involved. Mr. Neron stated that National Parental Involvement Day is something that we really want to emphasize in all the schools. Mr. Neron stated that there are many strategies and methods as to how to get parents involved in the school day, in the school community, after school programs, or becoming part of the PTO. Mr. Neron stated that we really want to implore school administrators, district leaders, and supervisors to take some unconventional methods to make sure that we can really get parents involved. Mr. Neron stated that these resolutions are so

important. Mr. Neron stated that something he always says is to seek first to understand than to be understood. Mr. Neron stated that to understand the population of parents that we are serving and a lot of them come from other countries and we have a huge immigrant population here. Mr. Neron stated that it is a different method of approaching our parents so that we can engage and we have to meet them where they are so they can get involved. Mr. Neron stated that Puerto Rican Heritage is something that is extremely important always but especially now. Mr. Neron stated that Puerto Rico is still in dire need of help so anything we can do district wide will help Puerto Rico. Mr. Neron stated that it is very important and we want to make sure that education is happening in the classroom. Mr. Neron stated that Veteran's Day is another important point in our lives and we remember and respect our veterans. Mr. Neron stated that there is a lot of legislation out that doesn't support our veterans. Mr. Neron stated that he works in the Department of Health and Human Services and sees the way our veterans are treated every day. Mr. Neron stated that the rate of homelessness for veterans is a serious issue. Mr. Neron stated that we have to share the education with our children to understand that we have to take care of our own and we have to take care of those who have served our country. Mr. Neron stated that he just wants to make sure that we emphasize these resolutions and it is not just that we passed them and we move on as if everything is okay. Mr. Neron stated that we definitely want to celebrate National French Day and this is something that the French teachers brought to his attention a few years ago especially at Frank J. Cicarell Academy to make sure that they celebrate this. Mr. Neron stated that we create opportunities and options for our students by being able to learn a second language, not just French but various languages that we teach in our district. Mr. Neron stated that we introduced this anti-litter campaign three years in a row. Mr. Neron stated that we want the district to go green and the schools and the school community to be conscious of litter. Mr. Neron stated that this starts at the home and at school in how we instill into our students and how they decide to take ownership of their community. Mr. Neron stated that we have a phenomenal program and just want to thank the district for supporting Future Cities, Groundwork Elizabeth, and different organizations that spread emphasis on going green and doing things that are environmentally friendly. Mr. Neron stated that he knows that with Future Cities the students were able to participate in Estuary Day and discuss the importance of their environment, what makes our environment work, and effective strategies to make our environment work. Mr. Neron stated that anti-litter is something that every school should adopt and embrace the partnership with the County. Mr. Neron stated that there is a partnership with the County where they want every school with the help of the plant and property division to recycle and to make sure that in every classroom they recycle paper and plastic bottles. Mr. Neron stated that the County will provide free classes for all of our students throughout the district to talk about what recycling is all about, how to keep the communities clean, and the strategies on going green. Mr. Neron stated that we really need to embrace these and we need to lead by example to make sure that we are going green by not using plastic bottles and to make sure that we are using things that are environmentally friendly. Mr. Neron stated that we are working with City Council and the Department of Health and Human Services to make sure that we continue the anti-litter campaigns and that we take ownership of this City and we start to clean up this City on our own. Mr. Neron stated that it starts with us not taking these resolutions lightly and often times we present these resolutions and people say that's nice and don't have time to do it. Mr. Neron stated that if you can't do it this month, then pick a day, month, or season and decide to do something about it. Mr. Neron stated that let's try to instill them into our curriculum and instill them in everything we do.

Mrs. Carvalho stated that we want to also empower our youth and the student government leaders that are here tonight.

Mr. Neron commended the student leaders and stated that they want the student leaders to get engaged as well. Mr. Neron stated that the mission that they can carry on as student leaders to decide to do things like anti-litter and things that are not only environmentally friendly but health conscious. Mr. Neron stated that they can spread the word about the resolutions that we have and

the Board of Education supports them. Mr. Neron thanked the student leaders who are here tonight.

Resolution – Union County Educational Services Commission 2018-2019 Professional Services  
Resolution – Union County Educational Services Commission Amended Tuition Agreement –  
Alternative High School  
Resolution – Approving Winter Sports Companies – BSN Sports, LLC; Metuchen Center, Inc.;  
MFAC, LLC; and Pyramid School Products  
Resolution – Payment for Unused Sick Days  
Resolution – Payment for Unused Vacation Days  
Resolution – South Bergen Jointure Commission – Coordinated Transportation Services  
Resolution – Renewal of Contract with Peters Chemical Company – Ice Melt Pellets  
Resolution – Member Participation in a Cooperative Pricing System – National  
Intergovernmental Purchasing Alliance (National IPA OMNIA Partners)  
Resolution – Designation of School Safety Specialist – Matthew Glackin

Mrs. Carvalho asked if there were any questions on the above resolutions.

Mrs. Moreno-Ortega asked if there is any way that after we pass the resolution our administrators can promote the resolutions. Mrs. Moreno-Ortega stated that, for example, she didn't know it was National French Week and perhaps during the morning announcements that our school leaders can say that this is National French Week and say good morning in French. Mrs. Moreno-Ortega asked how we know when our administrators promote the resolutions. Mrs. Moreno-Ortega stated that she wants to make sure that we promote them and see that this is what this school has done to promote this resolution. Mrs. Moreno-Ortega stated that she receives feedback from the community and sometimes the parents say that at this particular school, my daughter has activities and they make announcements about resolutions and my other son is at another school and they didn't say anything. Mrs. Moreno-Ortega stated that at some point we need to be on the same page. Mrs. Moreno-Ortega stated that our administrators and our student leaders who are here tonight need to promote these resolutions to make sure everyone is on the same page. Mrs. Moreno-Ortega stated that she is happy and proud to have the students here. Mrs. Moreno-Ortega stated that she wants them to take into consideration all these resolutions because sometimes the students listen better from you than us. Mrs. Moreno-Ortega stated that the students here are the leaders and know more people than us through social media, Snapchat, and Instagram and they can promote all these kind of things at the school level. Mrs. Moreno-Ortega stated that they can say this is what happened today and promote it on social media. Mrs. Moreno-Ortega stated that we need to have our student leaders promote good things on social media. Mrs. Moreno-Ortega stated that she wants to see each of their schools have their Facebook page and some of the schools have amazing Facebook pages.

Mrs. Carvalho added the above resolutions to the agenda.

Resolution – Appointing W.B. Mason Co., Inc. for Provision of Toilet Paper Products  
Resolution – Revised Appointment of Investigators – Part Time  
Resolution – Submission of Pre-Development Application for an Additional Solar Panel  
Resolution – National Principals Month

Mrs. Carvalho asked if there were any questions on the above resolutions.

Mr. Neron stated that there is a resolution for the School Safety Specialist. Mr. Neron stated that he has a question about something related to it and asked about the status of the safety locks on the doors.

Mrs. Carvalho stated that it is part of the active shooter program that we have been working on and asked Mr. Glackin for an update.

Mr. Glackin stated that is the presentation that we went through last year. Mr. Glackin stated that it is with the legislature and we are still waiting on the fire regulations on that.

Mrs. Carvalho stated that we received a letter from the fire marshal stating that the locks are now permitted but now it is at a different state. Mrs. Carvalho stated that they are permitted but we can't install them yet.

Mr. Neron asked how we can help with that step.

Mrs. Hugelmeyer stated that with regard to the approval process there is a meeting with the State Department on October 26<sup>th</sup>.

Mr. Neron asked if we can give them a polite nudge to move the approval process.

Mrs. Carvalho stated that the approval process is very slow. Mrs. Carvalho stated that we have been working with Mr. Glackin and have taken other precautions. Mrs. Carvalho asked Mr. Glackin to expand on some of the other things that we have been doing because of the active shooter program.

Mr. Glackin stated that most of the measures we have in place right now are far and above what is required in the State of New Jersey and what other districts do in Union County.

Mr. Neron stated that this is not to take anything away from what you have done and what was presented was exceptional. Mr. Neron stated that this initiative came from the students and were added measures that they felt comfortable with is what we heard from thousands of students from throughout our district. Mr. Neron stated that we want to make sure that if it is something that we can do, that we will do it and we are not just saying we are going to do it but we really do it.

Mr. Glackin stated that he has spoken with Assemblywoman Quijano a few times and the bottom line that it comes down to is what the fire representatives in Trenton say and the insurance representatives in Trenton say about liability. Mr. Glackin stated that from a law enforcement standpoint those devices are very good. Mr. Glackin stated that fire representatives and insurance companies think otherwise and until they can come to an agreement in Trenton, our hands are tied.

Mr. Neron stated that he understands and as a district we need to speak up to these fire officials and insurance companies to make sure our voice is heard.

Mrs. Carvalho added the above resolutions to the agenda.  
Superintendent's Report – Field Trips

Mrs. Carvalho asked if there were any questions.

Mrs. Hugelmeyer requested Assistant Superintendent for Schools Rafael Cortes speak about the field trip requests.

Assistant Superintendent for Schools Rafael Cortes gave a synopsis of the field trips. Mr. Cortes stated that Hamilton Preparatory Academy is participating in a Hamilton Education Workshop at the Gilder Lehrman Institute.

Mrs. Carvalho added the Superintendent's Report – Field Trips to the agenda.

Mrs. Moreno-Ortega stated that October 16<sup>th</sup> was Boss's Day and a day to celebrate our superintendent, assistant superintendents, and directors. Mrs. Moreno-Ortega stated that sometimes we don't have time to say thank you and she knows that each one will celebrate their day this week. Mrs. Moreno-Ortega thanked them for the hard work that they are doing. Mrs. Moreno-Ortega stated that she was thinking of each one this week and some schools will recognize them and wished each one of them a wonderful day. Mrs. Moreno-Ortega stated that this week is special for them and she knows that it is not an easy job. Mrs. Moreno-Ortega thanked the teachers for being patient with their students and thanked the administrators and superintendent.

Ms. Bathelus stated that there is a contract with Stronge & Associates Educational Consulting, LLC for some of our teachers at School No. 2 to be voluntarily filmed in their classroom. Ms. Bathelus stated that our teachers will be featured in this video that will be shown across the United States. Ms. Bathelus stated that each teacher will receive a gift card and there is no cost to the Board. Ms. Bathelus stated that it is showing the great things that we are doing here in our district. Ms. Bathelus commended Principal Samuel Etienne on the work that he is doing at School No. 2.

Mr. Neron stated that he wasn't at the September 20<sup>th</sup> Board meeting because he lost his grandmother and on behalf of his family thanked everyone for their support, prayers, kind words, calls, and beautiful flowers. Mr. Neron stated that he is very faithful in coming here and being here and he was not present at that meeting. Mr. Neron stated that they made his family feel very loved and thanked his Board of Education family for their support.

Mrs. Carvalho stated that tonight we have a presentation from the Department of Plant, Property and Equipment and introduced Director Luis Couto.

Director of Plant, Property and Equipment Luis Couto stated that as part of the management oversight program he is presenting the Division of Plant, Property and Equipment. Mr. Couto stated that he will briefly explain who we are, what we do, and how we do it. Mr. Couto stated that the mission of the Division of Plant, Property and Equipment is to provide the students, staff, and members of the community of Elizabeth with a safe, healthy, comfortable, and attractive environment that is conducive to excellent educational experiences.

Mr. Couto presented a PowerPoint slide showing the team members in the Division of Plant, Property and Equipment including director, coordinator of building and properties, coordinator of warehouse, coordinator of mechanics, and secretaries. Mr. Couto stated that the team members include 235 custodians, 78 sub-custodians, 10 truck drivers, 5 laborers, 2 storekeepers, 5 general repairmen, 2 groundkeepers, 6 carpenters, 7 electricians, 5 plumbers, 4 painters, and 1 sheetmetal worker for a total of 360. Mr. Couto stated that the custodians are responsible for the routine cleaning and upkeep of the buildings and grounds to ensure a safe and healthy environment for students, team members, and the community. Mr. Couto stated that their responsibilities are many and include boilers and HVAC systems management, receiving supplies, snow removal, minor repairs, set up for events and cafeteria, maintaining neat and clean grounds, cleaning of the building premises, correcting minor safety hazards, issuing maintenance requests, and ordering janitorial and necessary supplies. Mr. Couto stated that the head custodian has additional responsibilities. Mr. Couto stated that the groundkeepers provide grounds maintenance at fields throughout the district ensuring an attractive and safe grounds area and athletic fields, performing a variety of special grounds maintenance operations, overseeing grounds maintenance for assemblies, events, and/or recreational activities. Mr. Couto stated that the general repairmen perform a variety of work in the general maintenance and repair of buildings, facilities, and equipment. Mr. Couto stated that the truck driver/utility person drives all types of trucks as assigned throughout the district; delivers food, materials, and supplies to all schools; performs garbage disposal when requested; drives out of district or over-the-road; and when assigned performs custodial, labor, and other duties in schools, buildings, warehouse, and fields. Mr. Couto stated that the laborer performs many tasks helping other workers or crafts as

assigned; acts as a helper on vehicles delivering or receiving material throughout the school district; keeps all areas assigned in a clean, orderly manner; when assigned, drives vehicles in absence of regular driver; receives materials and supplies; and organizes the warehouse. Mr. Couto stated that the storekeeper assists the warehouse coordinator to administer the functioning of the warehouse including taking physical inventory; making reports on trucking receiving and filling of orders and requisitions as assigned; performing other duties as directed; and taking the place of the warehouse coordinator in his absence. Mr. Couto stated that the maintenance mechanics perform maintenance work that will help to maintain the school district's buildings, grounds, and equipment in the best working order possible in their respective trades including electricians, carpenters, plumbers, painters, and tinsmith. Mr. Couto stated that they perform minor construction projects and capital improvement.

Mr. Couto stated that the construction and operations includes development and amendment of the Long Range Facilities Plan; implementation of the Long Range Facilities Plan including school construction and renovations, and emergent health and safety projects; renovation of buildings to support implementation of the district initiatives; attendance zones calculation and design; procurement of additional classroom space; and procurement and management of construction of capital improvement projects. Mr. Couto stated that maintenance includes the comprehensive maintenance plan, automated work order system, preventive maintenance, regulatory inspection and maintenance, and field maintenance. Mr. Couto presented a PowerPoint slide showing the listing of the comprehensive maintenance plan for the prior year, the filing year, and the projected out-of-year. Mr. Couto stated that this is done for the purpose of completing the budget forms for the State. Mr. Couto stated that the State tracks the last ten years of maintenance expenses in our buildings to be able to prove that we meet their requirement of doing maintenance of at least 2% in ten years of the building replacement cost. Mr. Couto stated that the idea is that the buildings are not let down or falling apart and that we maintain a high level of maintenance. Mr. Couto stated that we always exceed that level by far.

Mr. Couto stated that we use an automated work order system and the work orders are issued by anyone in the district that has an email. Mr. Couto stated that the system keeps track of time, cost, and locations of all our work that are done by all of our staff. Mr. Couto stated that our preventive maintenance is usually done in-house but we also use a substantial amount of outside contractors. Mr. Couto stated that the preventive maintenance includes HVAC systems, sewage ejection pumps, cooling towers, security systems, vehicle fleet, fire protection systems, steam traps, roof inspections, and HVAC water treatment. Mr. Couto stated that the regulatory inspection and maintenance includes fire alarms, fire sprinklers, fire extinguishers, kitchen hoods, emergency generators, elevators, AHERA asbestos monitoring, boiler inspections, integrated pest management, pool chemicals, groundings and bonding, environmental remediations, playground equipment, and NJ QSAC yearly facilities checklist. Mr. Couto stated that the field maintenance is performed by our in-house groundkeepers and once in a while we contract for artificial turf grooming. Mr. Couto stated that the main warehouse and satellite warehouse maintain janitorial and maintenance supplies including procurement, automated janitorial supplies request, automated inventory control and receiving, storage, and distribution of supplies; garbage disposal, recycling, food service distribution, fleet management and maintenance, distribution of food to buildings without kitchens, and mail pickup and delivery. Mr. Couto presented a PowerPoint slide showing the number of vehicles including 2 tractor payloaders, 5 freezer trucks, 4 garbage trucks, 19 vans, 11 cars, 7 pickup trucks, 1 trailer, 3 rack trucks, 1 boom truck, 2 dump trucks, 1 mid-atlantic trailer, and 1 bob cat utility vehicle.

Mr. Couto stated that we also use SchoolDude for use of facility requests. Mr. Couto stated that it has an automated service for in-house that anyone can request or reserve space in a school. Mr. Couto stated that we review it and make sure everything is in order and then it automatically generates a notification to those involved. Mr. Couto stated that for the community users it is semi-automatic and explained the process of receiving a letter from them and then letting them know the availability along with the dos and don'ts. Mr. Couto stated that the requests go for Board approval and then we notify them. Mr. Couto presented PowerPoint slides showing a request for the use of facilities and the calendar showing the schedule for the use of

facilities. Mr. Couto stated that before we approve any use of facility requests we check the calendar to make sure the space is available.

Mr. Couto stated that they are required to write standard operating procedures including to improve quality and consistent service. Mr. Couto stated that they have to document required safety procedures for all schools and buildings. Mr. Couto presented a PowerPoint slide showing an example of the documented procedures for a fire prevention plan at a school and stated that then the school maintains it. Mr. Couto stated that the standard operating procedures are user friendly across the EPS internet for all division users and presented a PowerPoint slide showing every step of the work order procedure.

Mr. Couto stated that we have 41 buildings and presented a PowerPoint slide showing the square footage of all of the facilities. Mr. Couto stated that since 1996 they have been tracking the square footage of our facilities and it has increased from 2,181,923 in 1996 to 3,932,345 in 2018 which is an increase of 80%. Mr. Couto presented PowerPoint slides showing the amounts and percentages of the 2017-2018 budget for the Division of Plant, Property and Equipment for salaries, equipment and supplies, utilities, contracted maintenance, and capital improvements. Mr. Couto stated that the performance metrics include that the work order backlog goal is to have the work orders completed within 21 days average and 50% of the orders are completed in 7 days or less; the goal for the comprehensive maintenance expenditure as a percentage of the replacement cost is to be above 1% of the replacement cost (base \$143/sq. ft. per year; the custodial efficiency goal is to have above 90% average rating on the Building Assessment Report; the inventory accuracy goal is to have 95% accurate vs. physical inventory; the goal for utilities per square foot of building space is to be less than \$2.50 per square foot; and the maintenance expenditures as a percent of total expenditures goal is to be between 7.5% and 8.5%. Mr. Couto stated that the current initiatives include installing HVAC Systems in School Nos. 2, 15, and 16; energy savings program; and solar panel system installation in School Nos. 22 and 82/83.

Mr. Couto stated that the New Jersey Energy Savings Improvement Program (ESIP) legislation allows us to implement energy saving programs that may be financed for up to 15 years. Mr. Couto stated that the highlights of the program are that the projects are paid out of energy savings. Mr. Couto stated that capital dollars or tax increases are not required and the project savings are guaranteed and there is no risk. Mr. Couto stated that the program is used to develop and implement projects to increase energy efficiency, create energy, water and operational cost savings, implement renewable energy, improve infrastructure, enhance sustainability, and demonstrate leadership. Mr. Couto explained the ESIP process including an independent energy audit of any or all facilities; development of an RFP and selection of ESCO via competitive contracting process; ESCO develops energy savings plan detailing potential energy conservation measures; independent verification of savings calculations; prioritize and select ECMs for bidding; execute project development agreement (PDA); bid project in accordance with NJ contracting law; select viable energy conservation measures that comply with the law and secure financing; implementation of project by ESCO; and independent commissioning and verification. Mr. Couto stated that the typical conservation measures include lighting retrofit and controls, HVAC repair and replacement, building envelope, boiler/chiller repair and replacements, productivity enhancements, roofing replacement, energy awareness programs, motor replacements, photovoltaic solar systems, building automation systems, and client specific considerations. Mr. Couto stated that through this program short-term payback projects fund longer term payback projects. Mr. Couto stated that concludes his presentation.

Mrs. Carvalho thanked him for his presentation and asked Mr. Couto to introduce the team members who are present.

Mr. Couto introduced Coordinator of Buildings and Properties Antonino Arcieri, Coordinator of Mechanics Luis Milanese, Coordinator of Warehouse Eduardo Dias who could not be here tonight, secretaries Andrea Mojica and Karina Guardarrama. Mr. Couto stated that he couldn't do it without them and the whole team in the warehouse.

Mrs. Carvalho thanked them for all of their hard work and dedication.

Mrs. Moreno-Ortega thanked Mr. Couto for his very detailed presentation. Mrs. Moreno-Ortega thanked him for the detailed information on the energy savings project.

Miss Goncalves thanked Mr. Couto for the presentation. Miss Goncalves stated that she is on the School Properties Committee that meets all year long. Miss Goncalves stated that she wants to highlight and is proud that the district will have air conditioning in three more schools by June. Miss Goncalves stated that there are currently 12 schools without air conditioning, three will have air conditioning by June, and then three more next year. Miss Goncalves stated that slowly but surely all of our schools will have air conditioning.

Mr. Rodriguez excused himself from the meeting at 8:09 p.m.

Board President Maria Carvalho requested a motion to go into Private Session to consider matters exempt under the Open Public Meetings Act, specifically for discussion of personnel, specifically, supplemental personnel report, reorganization – job description; legal, specifically, residency investigation results, high school graduation waiver; and workers' compensation matters, specifically, J.B., J.J., and M.R. The Board will reconvene in public and may add to the agenda.

A motion was made by Mrs. Moreno-Ortega, seconded by Miss Goncalves, to go into private session at 8:10 p.m.

The motion was carried by the following vote:

Affirmative: Ms. Bathelus, Miss Goncalves, Mr. Jacobs, Mrs. Moreno-Ortega, Mr. Neron, Mrs. Carvalho – 6

Negative: None

Mr. Rodriguez returned to the meeting at 8:14 p.m.

A motion was made by Miss Goncalves, seconded by Mrs. Moreno-Ortega, to reconvene in public session at 9:40 p.m.

The motion was carried by the following vote:

Affirmative: Ms. Bathelus, Miss Goncalves, Mr. Jacobs, Mrs. Moreno-Ortega, Messrs. Neron, Rodriguez, Mrs. Carvalho – 7

Negative: None

Mrs. Carvalho added the following to the agenda:

2<sup>nd</sup> Supplemental Personnel Report

Resolution – Acceptance of Residency Investigation Results

Resolution – Settlement of Workers' Compensation Claim (2014-12643) – J.B.

Resolution – Investigator- Part Time

Resolution – Reorganization – Job Description

On a motion by Mr. Rodriguez, seconded by Mr. Neron, the agenda meeting was adjourned at 9:41 p.m.

The motion was carried by the following vote:

Affirmative: Ms. Bathelus, Miss Goncalves, Mr. Jacobs, Mrs. Moreno-Ortega, Messrs. Neron, Rodriguez, Mrs. Carvalho – 7

Negative: None

Harold E. Kennedy, Jr.  
School Business Administrator/Board Secretary