

**Perth Amboy Board of Education  
REGULAR MEETING  
April 7, 2020 – 5:30 p.m.  
via Remote Conference**

**MINUTES**

1. Call to Order – President Vazquez

2. Pledge of Allegiance

3. Notice of Meeting

“The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Perth Amboy Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the bulletin board in the Administrative Headquarters Building, mailing notices to The Home News Tribune, The Amboy Guardian, El Diario/La Prensa, City Clerk Kupsch, as well as all other persons requiring notification pursuant to the New Jersey Open Public Meetings Law.”

4. Roll Call – Derek J. Jess, School Business Administrator/Board Secretary

Dr. Brown	<u>    P    </u>		
Mr. Iglesia	<u>    P    </u>	Ms. Marquez-Villafane	<u>    P    </u>
Ms. Lebron	<u>    P    </u>	Ms. Puccio	<u>    A    </u>
Mr. Martinez	<u>    P    </u>	Ms. Rodriguez	<u>    A    </u>
		Ms. Vazquez	<u>    P    </u>

Administration:

Dr. Roman	<u>    P    </u>
Mr. Jess	<u>    P    </u>
Mrs. Machado	<u>    P    </u>

5. Amendments/revisions to the agenda.

6. Meeting open to the public for discussion of agenda items and non-agenda items. There will be only one public participation session at this meeting.

At this time, comments are invited on any matter. Public participation shall be governed by Policy No. 0167. Anyone wishing to address the Board, please state your name, municipality of residence and group affiliation. Each statement made by a participant shall be limited to three minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. All statements shall be directed to the presiding officer. No member of the public may address or question board members individually. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. The Board discourages the public from speaking negatively about any employee, administrator or a student. Individuals can be held personally liable for defamatory or libelous statements made at public meetings. The Board bears no responsibility for comments made by members of the public. Comments regarding employees, administrators or students cannot be legally responded to by any member of the Board or administration.

Because of the state of emergency, we ask that everyone bear with us during our remote meeting. When members of the public wish to speak, you'll be unmuted and identified by the last four digits of your phone number. You'll be asked to state your name and address prior to speaking.

Public Member #1 (4680) – Thanked the Board and district for all they've done during this crisis to help maintain a level of normalcy and emotional stability.

6. Meeting open to the public for discussion of agenda items and non-agenda items. There will be only one public participation session at this meeting (continued)

Public Member #2 (5390) – Asked that automated calls from the district only be sent during the day. Asked about staff expectations because staff members are home with their children.

<u>Lebron</u>	<u>Iglesia</u>	CARRIED UNANIMOUSLY
Motion	Seconded	(To close following discussion)

7. Reports

A. Board President's Report – Ms. Tashi Vazquez

- Thanked the schools and community for all they're doing during this crisis.

B. Superintendent's Report – Dr. David A. Roman

- Automated calls will be discussed and addressed accordingly.
- The district is open for business.
- Technology is being handed out to our students. This allows us to have remote learning for our students in grades K-8.
- Worksheets that have been handed out will be graded once we return to school. Please complete them and grades for this marking period will be adjusted once we're back.

**CUR-8). Recommendations of the Superintendent of Schools**

**Curriculum Committee**

- 1). Approval for the following Professional Development Services to be retroactively approved:

	<b>Name of Program / Consultant</b>	<b>Date(s)</b>	<b>Audience</b>	<b>Total Cost Not to Exceed</b>	<b>Account #</b>	<b>Under the Supervision of:</b>
a.	Texas Instruments – Math Professional Development	February 20, 2020	Grades 8–12 Staff	\$3,980.00	11-000-223-320-0-0000-22	Dr. Damian Medina & Ms. Jessica Urban, Directors of Curriculum & Instruction
b.	Flaghouse Recreation & Sport – Professional Development	February 20, 2020	Grades K-12 Staff	\$1,200.00	11-000-221-320-0-0000-29	Mr. Nephtaly Cardona, Director of Athletics, Health & Phys. Ed.

Marquez-Villafane  
Motion

Lebron  
Seconded

ROLL CALL – All Yes (6-0)

**FIN-9). Recommendations of the Superintendent of Schools**

**Finance Committee – Mr. Junior Iglesias, Chairperson**

- 1). Approval of the placement of special education and general education students in out-of-district facilities for the 2019–2020 school year, under the supervision of Dr. Jessica Neu, Director of Special Education Services:

<b>Initials</b>	<b>Class</b>	<b>Facility</b>	<b>Tuition</b>	<b>Date</b>
JJ	ED	Green Brook Academy	\$38,082.48	1/28/2020
JRC	OHI	CPC High Point Schools	\$39,417.84	1/6/2020
JL	GenEd	Monmouth Ocean Ed Services	\$36,372.00	1/31/2020
JPR	MD	Academy Learning Center	\$62,952.00	12/11/2019

- 2). Approval to accept a bequest from the Estate of Catherine McDermott, in the amount of \$240,000 for the establishment of the McDermott Family Scholarship through the Perth Amboy Education Foundation. Under the supervision of Mr. Derek J. Jess, School Business Administrator and Mr. Michael LoBrace, Assistant School Business Administrator.

A question was asked about this item – Mr. Jess stated that Ms. McDermott was a long time city employee who passed away and donated this money to the district for our education foundation to be provided to students.

- 3). Approval of Integrity Consulting as Health Broker of Record at a cost not to exceed \$121,540.00 for the 2020-2021 school year. Under the supervision of Mr. Derek J. Jess, School Business Administrator and Mr. Michael LoBrace, Assistant School Business Administrator.
- 4). Approval to utilize SHI Institutional for the purchase of technology and technology services in accordance with E\*Rate funding, contained in the Universal Services Provisions of the Telecommunications Act of 1996 for the period of April 1, 2020 through June 30, 2021 for recurring services and for the period of April 1, 2020 through September 30, 2021 for non-recurring services. Under the supervision of Mr. Derek Jess, School Business Administrator, Mr. Michael LoBrace, Assistant School Business Administrator and Mr. Keith Kolibas, Director of Technology.
- 5). Approval to award a contract to Frontline Technologies Group LLC for the provisions of IEP student software services for the 2020-2021 at a cost not to exceed \$56,415. Under the supervision of Dr. Jessica Neu, Director of Special Education Services.
- 6). Approval to utilize Parette Somjen Architects to provide professional services for the Perth Amboy High School Courtyard Renovation Project to include: the preparation of project plans and specifications, the preparation and submission of the project application to the NJDOE, amending the district’s long range facility plan and project management at a cost not to exceed \$64,000. Under the supervision of Mr. Derek J. Jess, School Business Administrator and Mr. Nicholas Crupi, Director of Buildings and Grounds.
- 7). Approval to utilize JBA Architecture and Consulting, LLC to provide professional services for the Perth Amboy High School Health Science Academy Renovation Project to include: the preparation of project plans and specifications, the preparation and submission of the project application to the NJDOE, amending the district’s long range facility plan and project management at a cost not to exceed \$43,500. Under the supervision of Mr. Derek J. Jess, School Business Administrator and Mr. Nicholas Crupi, Director of Buildings and Grounds.
- 8). Approval to utilize JBA Architecture and Consulting, LLC to provide professional services for the McGinnis School Media Center Renovation Project to include: the preparation of project plans and specifications, the preparation and submission of the project application to the NJDOE, amending the district’s long range facility plan and project management at a cost not to exceed \$13,500. Under the supervision of Mr. Derek J. Jess, School Business Administrator and Mr. Nicholas Crupi, Director of Buildings and Grounds.
- 9). Approval to utilize JBA Architecture and Consulting, LLC to provide professional services for the Shull School Courtyard Renovation Project to include: the preparation of project plans and specifications, the preparation and submission of the project application to the NJDOE, amending the district’s long range facility plan and project management at a cost not to exceed \$12,000. Under the supervision of Mr. Derek J. Jess, School Business Administrator and Mr. Nicholas Crupi, Director of Buildings and Grounds.

**FIN-9). Recommendations of the Superintendent of Schools**

**Finance Committee – Mr. Junior Iglesias, Chairperson**

- 10). Approval to utilize Parette Somjen Architects to provide professional services for the McGinnis School Partial Roof Replacement Project to include: the preparation of project plans and specifications, the preparation and submission of the project application to the NJDOE, amending the district's long range facility plan and project management at a cost not to exceed \$14,500. Under the supervision of Mr. Derek J. Jess, School Business Administrator and Mr. Nicholas Crupi, Director of Buildings and Grounds.

Iglesia  
Motion

Lebron  
Seconded

ROLL CALL – All Yes (6-0)

**B&G-10). Recommendations of the Superintendent of Schools**

**Buildings & Grounds Committee – Ms. Tashi Vazquez, Chairperson**

- 1). Approval of the following use of facilities requests, under the supervision of Mr. Derek J. Jess, School Business Administrator and Mr. Michael LoBrace, Assistant School Business Administrator.

	Organization	Building	Dates/Time	Event	Certificate of Insurance
a.	Academy of Urban Leadership	High School Main Campus	March 4, 2020 at 7:00 p.m.	State Basketball Game	X

Vazquez  
Motion

Marquez-Villafane  
Seconded

ROLL CALL – All Yes (6-0)

**PER-11). Recommendations of the Superintendent of Schools**

**Personnel Committee – Ms. Lisett Lebron, Chairperson**

**Note: All appointments of district staff are contingent upon satisfying the requirements of the New Jersey Criminal History Background Check Status.**

1). Acceptance of the following resignations for the purpose of retirement:

	Name (Last, First)	Position	Location	Effective Date
a.	Cook, Joanne	ESL Teacher	W. C. McGinnis School	2/01/2020
b.	Wenk, Carol	Supervisor of Science PreK-12	District	5/01/2020
c.	Rosa, Sandra	Custodian	P. A. High School	3/01/2020
d.	Torres, William	Assistant Head Custodian	E. J. Patten School	6/30/2020
e.	Rodriguez, Alexander B.	Math Teacher	S. E. Shull School	7/01/2020
f.	Dr. Vivian C. Rodriguez	Assistant Superintendent of Curriculum and Instruction	Administration Building	August 31, 2020 (Revised Date)

2). Acceptance of the following resignations:

	Name (Last, First)	Position	Location	Effective Date
a.	Boyd, Ryan	Assistant Baseball Coach	W.C. McGinnis School	2/07/2020
b.	Servones, Jessenia	Lunch Aide	R.M. Lopez School	2/21/2020
c.	Hernandez, Jaimeson	School Security Personnel	PAHS-South Campus	2/24/2020
d.	Soto, Micharen	P/T Spanish Computer Instructor	Adult & Continuing Education	2/25/2020
e.	Vega, Bryan	School Security Personnel	W.C. McGinnis School	3/06/2020
f.	De La Paz, Silene	LDTC	PAHS-South Campus	4/07/2020
g.	Ney, Sasha	Lang. Arts Intervention Teacher	W.C. McGinnis School	4/20/2020
h.	Ali, Shireen	Special Education Teacher	Personalized Learning Program	4/20/2020
i.	Campuzano, Shirley	School Nurse	R. M. Lopez School	4/27/2020

3). Approval of the following requests for a Leave of Absences:

	Name (Last, First)	Reason	Position	Location	Date Effective	End Date	Notes
a.	Genao, Abigail	Medical Leave	Data Analyst	Admin. Bldg.	3/10/20	5/8/20	Utilizing sick days
b.	Graham, Erica	Medical Leave	Teacher	Wilentz School	2/21/20	4/9/20	Utilizing sick days
c.	Bosques, Hipolito	Extension of Medical Leave	Maintenance	Admin. Bldg.	1/27/20	2/7/20	Utilizing sick days
d.	Eberhardt, Sandra	Intermittent Medical Leave	Paraprofessional	McGinnis School	11/22/19	6/25/20	Utilizing sick days
e.	Vargas, Hilton	Medical Leave	Teacher	Ceres School	2/11/20	4/22/20	Utilizing sick days
f.	Toledo, Eileen	Revision of Medical Leave	Cafeteria Worker	McGinnis School	2/3/20	6/25/20	Revision of Medical Leave From: 2/15/20 – 6/25/20 without pay To: 2/3/20 – 5/26/20 With pay from sick bank donation 5/27/20 – 6/25/20 Without pay

Lebron  
Motion

Iglesia  
Seconded

ROLL CALL – All Yes (6-0)  
Abstain – Marquez-Villafane - #1b; 3e

**PER-11). Recommendations of the Superintendent of Schools  
Personnel Committee – Ms. Lisett Lebron, Chairperson**

3). Approval of the following requests for a Leave of Absences: **(Continued)**

	<b>Name (Last, First)</b>	<b>Reason</b>	<b>Position</b>	<b>Location</b>	<b>Date Effective</b>	<b>End Date</b>	<b>Notes</b>
g.	Kastner, Patricia	Revision of Medical Leave	School Social Worker	Shull School	1/27/20	6/25/20	Revision of Medical Leave From: 1/27/20 – 6/25/20 Without pay To: 1/27/20 – 6/25/20 With pay from sick bank donation
h.	Bielak, Charlene	Medical Leave	Speech Therapist	Wilentz School	2/18/20	3/27/20	Utilizing sick days
i.	Bachmann, Geraldine	Medical Leave	Teacher	McGinnis School	12/9/19	6/5/20	Utilizing sick days
j.	Maine, Margaret	Extension of Medical Leave	Teacher	Shull School	2/20/20	3/9/20	Extension of Medical Leave without pay
k.	Franco, Diana	Extension of Medical Leave	Teacher	Ignacio Cruz	1/27/20	2/28/20	Extension of Medical Leave utilizing sick days
l.	Vega, Luz	Intermittent Medical Leave	Teacher	McGinnis School	1/23/20	6/25/20	Intermittent Medical Leave utilizing sick days
m.	Freire, Karen	Intermittent Medical Leave	Teacher	Shull School	1/2/20	6/25/20	Intermittent Medical Leave utilizing sick days
n.	Orozco, Frances	Revision of Medical Leave	School Nurse	School #7	1/2/20	1/31/20	Revision of Medical Leave From: 1/2/20 – 2/7/20 Utilizing sick & pers. Days 2/10/20 – 4/3/20 Without pay To: 1/2/20 – 1/31/20 Utilizing sick days
o.	Blauser, Lynore	Medical Leave	Paraprofessional	Hmieleski Center	1/23/20	3/11/20	Utilizing sick days
p.	Jaramillo, Lina	Medical Leave	Student Assistant Coordinator	McGinnis School	1/2/20	6/25/20	1/2/20 – 1/8/20 Utilizing sick days 1/9/20 – 6/25/20 Without pay
q.	Velez, Maria	Medical Leave	Paraprofessional	Patten School	2/28/20	4/9/20	2/28/20 – 3/17/20 Utilizing sick & personal days 3/18/20 – 4/9/20 Without pay
r.	DeLaCruz, Liliana	Maternity Leave	Home School Liaison	Rose Lopez	4/20/20	6/25/20	4/20/20 – 6/3/20 Utilizing sick & personal days 6/4/20 – 6/25/20 Without pay

Lebron  
Motion

Iglesia  
Seconded

ROLL CALL – All Yes (6-0)

**PER-11). Recommendations of the Superintendent of Schools**

**Personnel Committee – Ms. Lisett Lebron, Chairperson**

3). Approval of the following requests for a Leave of Absences: **(Continued)**

	<b>Name (Last, First)</b>	<b>Reason</b>	<b>Position</b>	<b>Location</b>	<b>Date Effective</b>	<b>End Date</b>	<b>Notes</b>
s.	Jaworowski, Alexandra	Revision of Maternity Leave	Teacher	Patten School	3/9/20	6/25/20	Revision of Maternity Leave From: 4/20/20 – 5/5/20 Utilizing sick & personal days 5/6/20 – 6/25/20 Without pay To: 3/9/20 – 3/16/20 Utilizing sick & personal days 3/17/20 – 6/25/20 Without pay
t.	Guzman, Jytza	Extension of Maternity Leave	Level II Secretary	Ceres School	4/6/20	6/30/20	Extension of Maternity Leave without pay
u.	Hernandez, Carolina	Maternity Leave	Food Service	Flynn School	2/3/20	4/30/20	2/3/20 – 3/31/20 Utilizing sick days 4/1/20 – 4/30/20 Without pay
v.	Serrano, Eliana	Revision of Maternity Leave	Paraprofessional	Cruz Center	3/2/20	6/25/20	Revision of Maternity Leave From: 3/23/20 – 5/11/20 Utilizing sick days 5/12/20 – 6/25/20 Without pay To: 3/2/20 – 4/9/20 Utilizing sick days 4/20/20 – 6/25/20 Without pay
w.	Rivera, Daniel	Family Leave	Home School Liaison	Rose Lopez	2/18/20	2/28/20	Family Leave without pay
x.	Leonardo, Sandra	Intermittent Family Leave	Food Service	High School	2/24/20	6/25/20	Intermittent Family Leave without pay
y.	Suero, Margarita	Family Leave	Teacher	Shull School	3/9/20	4/6/20	Family Leave without pay
z.	Rullan, Yamil	Family Leave	Teacher	McGinnis School	2/24/20	4/3/20	Family Leave without pay
aa.	Adamczyk, Katherine	Family Leave	School Nurse	High School	1/2/20	6/25/20	Family Leave without pay
bb.	Lora, Christina	Maternity Leave	Level I Secretary	Admin. Bldg.	3/16/20	6/1/20	3/16/20 – 5/5/20 utilizing sick, personal, vacation days 5/6/20-6/1/20 without pay.

Lebron  
Motion

Iglesia  
Seconded

ROLL CALL – All Yes (6-0)

12. Old Business

- A question was asked about honoring Mr. Massopust and when the vacancy for the unexpired term would be advertised. Once we return, something will be done for Mr. Massopust. Mrs. Machado provided that the board has 65 days from the date of vacancy to fill the unexpired term. If remote meetings continue, accommodations will have to be made.
- A question was asked about the budget timeline. It was stated that the budget was discussed with the Finance Committee last week. Information will be sent to the entire board for your review.

<u>Lebron</u> Motion	<u>Brown</u> Seconded	ROLL CALL – All Yes (6-0) To Close
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13. New Business

- A question was asked about distance learning. We're there with the rest of the state if not leading it. We're in the process of trying to get wi-fi for the students who don't have it. Computers for students in grades K-8 are being distributed. Attendance is being taken every day for staff and students. Students are reaching out to us for other social/emotional issues and the guidance department is working with them. Dr. Neu is working with our students with special needs and we're waiting to hear from the state regarding IEP's.
- Several board members reminded the community to practice their social distancing and to stay home.
- Questions were asked about graduation and helping students move from this year to the next. We're waiting for additional guidance from the state.
- It was reported that the Board and AFT have come to an agreement in contract negotiations. The AFT will be providing the information to their members for ratification.

<u>Brown</u> Motion	<u>Lebron</u> Seconded	ROLL CALL – All Yes (5-0) (Mr. Iglesia left the meeting at 6:50PM) To Close
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14. Motion to Adjourn – 7:10PM

<u>Marquez-Villafane</u> Motion	<u>Lebron</u> Seconded	ROLL CALL – All Yes (6-0)
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Respectfully Submitted,

Derek J. Jess  
School Business Administrator/  
Board Secretary

DJJ