

Special Meeting

August 9, 2018

Location: Early Childhood Center, 270 First Street, Palisades Park, NJ

Time: 3:00 p.m.

Roll Call: J. Woo, P. Kim, K. Bruno, S. Jang, J. Kim, T. Matarazzo, B. Woo,
Dr. Joseph Cirillo

Absent: C. Hwang, J. Mattessich, Louis Flora, Esq.

Statement of Presiding Officer:

In accordance with the Open Public Meetings Act (Chapter 213, P.L. 1975), I hereby state that adequate notice of the Special Meeting has been provided by written notice dated August 8, 2018. The meeting has been:

- Posted on bulletin boards located inside each school building
- Communicated with at least one of the Board's designated newspapers
- Filed with the Borough Clerk of Palisades Park

Report of the Superintendent:

The next Board meeting will be held on Thursday, August 30, 2018. Time to be determined.

Finance & Personnel Committee Reports Attached

New Business:

The Superintendent's evaluation, which covers the period of June 2017 to May 2018 has been reviewed and discussed among the Board members. 7 of 9 Board members have submitted their reports, 1 member is conflicted and 1 member did not participate.

Motion to approve Dr. Cirillo's evaluation: T. Matarazzo, second by: K. Bruno

Roll call: Ayes – J. Woo, P. Kim, K. Bruno, S. Jang, J. Kim, T. Matarazzo, B. Woo

(Evaluation Summary attached)

Mr. Woo read a Resolution regarding the appointment of a Special Counsel to work in matters in which the Board Attorney, Mr. Louis Flora, is conflicted or unable to attend meetings.

BE IT RESOLVED, that the Board approves the appointment of the following attorney to serve as special counsel in matters that may come before the Board wherein the current board attorney has a conflict, is unable to attend a meeting, or to handle other matters that the Board assigns in its sole discretion:

Matthew R. Petracca
Kings and Petracca, LLP
51 Gibraltar Drive
Morris Plains, New Jersey

Legal Services Rate: \$145.00 per hour

Introduced by: T. Matarazzo

Second by: B. Woo

Roll Call: Ayes – J. Woo, P. Kim, K. Bruno, S. Jang, J. Kim, T. Matarazzo, B. Woo

Motion to open audience participation: K. Bruno, Second by T. Matarazzo, all ayes on roll call.

Audience Participation:

Maureen Tansey, resident/employee, questioned why “homework club” is no longer available at the high school?

Dr. Cirillo replied that no one applied for this position when the co-curricular positions were posted in June. He will re-post the position.

Motion to close audience participation: T. Matarazzo, second by B. Woo, all ayes on roll call.

Motion to adjourn the meeting: T. Matarazzo, second by J. Kim, all ayes on roll call.

Diane Montemurro

Palisades Park Board of Education

August 9, 2018 – Special Meeting

Report of the Finance Committee – Mr. John Mattessich

1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the August 15, 2018 payroll in the amount of \$153,400.

2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following training programs for Angela Spasevski, Business Administrator:

- School Law
- Core Curriculum
- School Finance Accounting/Reporting
- Insurance Risk Management
- Labor Relations/Personnel Management
- School Plant Planning
- Pupil Transportation
- Food Service

NJASBO training is held throughout the 2018/19 school year. Total Cost: \$2,030.00

3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following training events sponsored by NJASBO for Angela Spasevski, Business Administrator:

- Intro to NJASBO
- Lease Purchase
- Budget Practices
- Legislative & Legal
- Audit/Closing your books

Total Cost: \$250.00

4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following “move across the guide”:

Dalia Santiago
Teacher of Spanish/ESL
Present: Step 17 MA - \$92,325 (incl. longevity)
Adjustment to: Step 17 MA+15 - \$93,325 (incl. longevity)

- 5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves 10 hours each for Lori Kilmurray and Tina Scheitrum to update the district's health curriculum.

\$30.00 per hour

- 6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the August 2018 bill list in the amount of \$609,158.91. (General Current Expenses)

Introduced by: K. Bruno

Second by: T. Matarazzo

Roll call: Ayes – J. Woo, P. Kim, K. Bruno, S. Jang, J. Kim, T. Matarazzo, B. Woo

**Palisades Park Board of Education
Special Meeting – August 9, 2018**

Report of the Personnel Committee – Dr. Matarazzo

- 1.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of the following staff members for the 2018/2019 school year:

Danielle Bianconi
BS – Towson University
Early Childhood Education
BSI Teacher @ Lindbergh School
29.5 hours/\$36.00 hour

Adam Lubatkin
MA- Long Island University
Elementary Education & Literacy
Leave Replacement – Grade 4
Step 1MA - \$53,558.00

Kaitlyn Denney
MA – Fairleigh Dickinson U
Teacher of Students with Disabilities
Leave Replacement – Lindbergh School
Step 1MA+15 - \$55,043.00

Sarah Jane Conger
MA - College of New Jersey
Teacher of Students with Disabilities
Elementary K – 6
Step 1MA - \$53,558.00

- 2.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of the following teacher aides for the 2018/19 school year:

Maria Vera
North Bergen, NJ

Mercedes Williams
Ridgefield, NJ

Location: Lindbergh Elementary School
Salary: \$14,000.00 annually

- 3.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of the following intern in the Guidance Department during the 2018/19 school year:

Caitlyn McGinley
Fairleigh Dickinson University
Psychology Major/Minor Children Studies

- 4.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following coaching appointment:

Harry Aufiero
(Retired H.S. Teacher)
Assistant Tennis Coach
Stipend: \$4,858.00

- 5.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of Jillian Vivanco as the district's Affirmative Action Officer for the 2018/2019 school year.

- 6.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the appointment of the following Substitute Teaches for the 2018/2019 school year:

Diane Jeon
St. John's University
BS - Early Childhood Education

Michael Rosenblum
Teacher of Mathematics

- 7.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following appointment for the 2018/2019 school year:

Krista Voorhis
Montclair University
MA – Educational Leadership
Vice-Principal @ Jr/Sr High School
Effective: 09/01/2018
Salary: \$98,350.00

- 8.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the following appointment, effective 09/01/2018:

Alex Kuchar
Mount Saint Mary College
Teacher of Social Studies
BA Step 5 - \$51,807.00
(Replacing R. Russo)
High School Social Studies

- 9.) BE IT RESOLVED, that the Board upon the recommendation of the Superintendent approves the the following leave replacement at the Jr/Sr High School:

Mate Pavin
Montclair University
Teacher of Social Studies
BA Step 1 - \$50,443.00 (pro-rated)
09/01/18 – 10/15/18

Introduced by: T. Matarazzo

Second by: J. Kim

Roll call: Ayes – J. Woo, P. Kim, K. Bruno, S. Jang, J. Kim, T. Matarazzo, B. Woo

Palisades Park Board of Education

August 9, 2018 – Special Meeting

NEW BUSINESS

BE IT RESOLVED, that the Board approves the appointment of the following Attorney to serve as special counsel in matters that may come before the Board wherein the current Board Attorney has a conflict, is unable to attend a meeting, or to handle other matters that the Board assigns in its sole discretion.

Matthew R. Petracca
King and Petracca, LLP
51 Gibraltar Drive
Morris Plains, New Jersey

Legal Services Rate: \$145.00 per hour

PALISADES PARK BOARD OF EDUCATION
2017-2018 Superintendent Performance Report
DR. JOSEPH CIRILLO

Process

This evaluation for Superintendent, Dr. Joseph Cirillo, covers the period of June 2017 to May 2018. Seven of nine board members submitted evaluation. One member is conflicted and did not participate in any of the Superintendent evaluation procedure.

EVALUATION COMPILATION PART I

GOAL 1: Continue with the use and integration of technology into the learning environment.

The Board was in agreement with the Superintendent that Satisfactory Progress was made. There has been higher usage of technology. Student achievement has increased, especially for the students who are learning English as a second language. While the district has taken great strides in offering students blended learning opportunities, the Palisades Park School District will continue to strive for more integration of technology throughout all grade levels.

GOAL 2: Develop a comprehensive Social Emotional Learning (SEL) program to support the enhancement of a positive school/district climate.

Throughout the school year, all schools have placed a very strong emphasis on the overall well-being of our students. There are more opportunities for children to discuss concerns of their social and emotional well-being. The Superintendent played a pivotal role in making our schools a Stigma Free environment. The new Wellness Center is also evidence that our school district has a positive climate.

GOAL 3: Update and monitor long-range plans and perform analysis in the area of Financial, Demographics, and Facilities.

The Board feels that satisfactory progress was made. With the hiring of new Architects, the Superintendent has been making the transition smooth so that a solution can be presented to the Board and the public. The general consensus is that things need to start moving forward sooner than later. Referendums take much time and it will be years before a proposed plan will come to fruition.

GOAL 4: The District pre-school integrated program will continue to be offered with anticipated growth, emphasizing our commitment of educating all students in an integrated setting beginning at the age of three.

The District has achieved this goal. We have offered Pre-School for the past two years and enrollment has increased with a wait list this past year.

EVALUATION COMPILATION PART II

Standard #1: General Responsibilities

9 commendable and 21 Meets Expectations

The Board agrees that Dr. Cirillo has met and sometimes exceeded expectations for continuously promoting the success of all students by maintaining a focus on professional, legal and policy obligations to ensure smooth operation of the district.

Standard #2: Instructional Leadership

13 Commendable and 20 Meets Expectations

The Board agrees that Dr. Cirillo has met and exceeded expectation in promoting the success of all students by advocating, nurturing, and sustaining a culture and instructional program conducive to student learning and staff professional development. The Board would also like to see continued improvement in overall school ranking in the state.

Standard #3: Personnel Administration

9 Commendable and 15 Meets Expectations

The Board agrees that Dr. Cirillo has met expectations in promoting the success of all students by providing oversight for a comprehensive human resources program tied to defined district goals and targets.

Standard #4: Financial Management

7 Commendable and 22 Meets Expectations

The Board agrees that Dr. Cirillo has met the expectations of managing the budget development, implementation and monitoring process that reflects sound fiscal practices and supports district goals.

Standard #5: Chief Executive Officer

12 Commendable and 24 Meets Expectations

The board agrees that Dr. Cirillo has mostly met and sometimes exceeded expectations in modeling appropriate administrative behavior, promoting a climate of mutual respect and trust, and establishing a professional working relationship with the Board. The Board would like more access to general information. For example, a weekly or bi-monthly update email with highlights would be nice.

Standard #6: School/Community Relations

6 Commendable and 18 Meets Expectations

The Board agrees that Dr. Cirillo met expectations by collaborating with families, community members, social agencies and the media in order to respond to diverse community interests and needs and in order to mobilize community resources. A member of the community requested that information on any big upcoming decisions be posted as announcements on the school website.

Overall Consideration of Standards

Dr. Cirillo is an effective communicator and a forward-thinker, however, the community would like more communication. The Board is willing to hear more opinions and ideas from the public.

The Board would also like to see continued improvements, especially in academics and special needs. It would be great to show more of the students' achievements besides inside the school buildings or on the website.

Board members should be more involved in BoE training seminars to help the Superintendent more effectively. The board can be more open-minded and creative in future spending to improve the school district, which positively affects the town.

Summary

The 2017-2018 school year has been successful for the school district of Palisades Park and that is due to the leadership of Dr. Cirillo. The Board is pleased with the emphasis on improving instruction and the Board is confident that learning has been strengthened. Dr. Cirillo's focus on communication, budget, school level planning has continued to take Palisades Park to newer levels. The Board recognizes the achievements of Dr. Cirillo in creating a safe and respectful environment for students, faculty, and administration. Dr. Cirillo has always been in the front lines when promoting school safety and mental health.

The Board recognizes Dr. Cirillo's great working relationship with his staff. There must be a continued progress in improving the schools. Staff members must continue to be held accountable. The state of the building and grounds has been an issue for many years. It is time to go outside our comfort zone and propose a plan that would benefit the people of Palisades Park. This cannot wait anymore.

August 9, 2018

Jeffrey Woo, BOE President
Palisades Park School District

Dr. Joseph Cirillo, Superintendent of Schools
Palisades Park School District