

Minutes of **Tuesday, June 9, 2020 Virtual Public Board Meeting** of the Orange Board Of Education held at 7:30 p.m.

Tyrone Tarver is presiding over tonight's Virtual Meeting.

Ms. Guadalupe Cabido
Ms. Brenda Daughtry (**absent**)
Ms. Sueann Gravesande
Mr. Derrick Henry
Ms. Shawneque Johnson
Ms. Cristina Mateo
Mr. Siaka Sherif
Mr. Tyrone Tarver
Mr. Jeffery Wingfield

ROLL CALL: (8) PRESENT (1) ABSENT

ALSO PRESENT:

- Dr. Gerald Fitzhugh II, Superintendent of Schools
- Mrs. Shebra Dismuke, Executive Director of Human Resources
- Mr. Adekunle James, School Business Administrator/Board Secretary
- Ms. Jessika Kleen, School Board Attorney with the firm of Machado Law Group

In conformance with the **Board of Education Policy 0162 and Open Public Meeting Act, Chapter 231**, this is to announce that this Virtual Open Public Board Meeting of the Orange Board of Education is being convened with adequate notice. Notice of this meeting has been posted at the Administrative Office, filed with the City Clerk's Office of the City of Orange Township and delivered to the Orange Transcript, the Star Ledger and Local Talk.

The City of Orange Township Board of Education encourages the participation and input from members of the public at its board meetings. However, in accordance with Board Policy, verbal attacks against individual staff members or members of the Board are not permitted. Persons are encouraged to address the Board regarding comments relating to agenda items or issues concerning the educational process. Public comments are limited to one (1) per attendee for a maximum duration of three (3) minutes. Please be advised, this meeting is being recorded and live streamed via the internet. The Board of Education thanks you for your cooperation.

FLAG SALUTE

PRESENTATIONS

BOARD MINUTES

May 12, 2020 - Closed Meeting

May 12, 2020 - Public Meeting

TABLED - Moved by Tyrone Tarver. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

May 18, 2020 - Special Closed Meeting

May 18, 2020 - Special Public Meeting

May 28, 2020 - Special Closed Meeting

Moved by Derrick Henry. Seconded by Jeff Wingfield.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

- Mr. James stated we will have to coordinate with SDA to set up the equipment. Comcast gives each town 2 channels; one for the city, and one for the school district. There is no cost for the installation. A second point can be added to the Administrative Building, but it would cost \$25,000 to run a line from OHS. Ms. Gravesande asked if there will be any other monthly fees? Mr. Tarver stated that he does not believe so. The framework has been erected.
- Mr. Tarver reported that progress has taken place at Cleveland Street as well.
- A new HVAC for OHS is on its way.
- Ms. Gravesande asked if a schedule has been created to allow students to retrieve their items?
- Ms. Gravesande asked about the COVID-19 Emergency plans? Mr. James said we have to work within the guidelines.
- Finance Committee:
 - Mr. Sherif reported we might have deductions/cuts to the budget. Cuts are around \$4 million. We were already underfunded now the budget cuts are causing a greater impact.
 - The outstanding school transportation expense is still under discussion. Title 18A states do not pay until service is rendered. The Superintendents roundtable is still discussing the matter.
- Mr. Tarver noted that committee reports should be submitted the Friday before the monthly board meeting to give each member a chance to review.
- Ms. Johnson thanked Dr. Fitzhugh for his hard work as well as the administration, and Mr. James. Mr. Wingfield agreed.
- Mr. Sherif asked Mr. Tarver to refrain from commenting after everyone's comment. He asked Mr. Tarver to save his comments for last since he is the board president. Mr. Tarver responded that sometimes he has to cut comments during the closed meeting so they can close out on-time for the public meeting. He noted that if they do not start by 8 pm, we have to cancel the meeting.
- Mr. Tarver requested a meeting on Tuesday, June 23, 2020 at 5 pm, also a Special Closed meeting at 6:30 pm, and the Public meeting to follow at 7:30 pm. Everyone commented that they are available except Ms. Mateo said she is unsure.
- Mr. Tarver requested a Closed meeting Friday, June 26, 2020 at 5 pm to discuss a confidential matter. Everyone commented that they are available except Ms. Mateo and Mr. Henry said they are unsure.

- Regarding resolution G20-022, Dr. Fitzhugh stated Rosa Parks will be Grades 3-7 and Central Elementary will be k-2. Dr. Fitzhugh commended Dr. Joseph-Charles for her performance. He noted she brought Rosa Parks out of a focus school. She is Stellar Principal. Mr. Tarver added that he commends the move.
- Regarding resolution G20-023, Dr. Fitzhugh noted that he wants to be transparent about the donation, and highlight the great job of our students who earned this award. Mr. Wingfield commended the students as well.

**A20-010 RESOLUTION TO APPOINT A DISTRICT LIABILITY
INSURANCE AGENT OF RECORD FOR THE 2020-2021
SCHOOL YEAR**

WHEREAS, there exists a need to appoint an insurance carrier to seek the best possible liability insurance coverage for the district.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, on the recommendation of the Superintendent of Schools, hereby appoints the **Albert Earl Brown Agency**, 2300 Rt. 27, North Brunswick, NJ 08902, as its *District Liability Insurance Agent of Record* during the 200-2021 school year, at no fee to the district.
Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

**A20-011 RESOLUTION TO APPOINT A PUBLIC SCHOOL
ACCOUNTANT TO PERFORM THE DISTRICT'S FINANCIAL
AUDIT FOR THE 2020-2021 SCHOOL YEAR**

WHEREAS, Title 18A:23:1 requires that every school district shall cause an annual audit of the district's accounts and financial transactions to be made by a public school accountant; and

WHEREAS, there exists a need for the appointment of a public school accountant to provide services to oversee the financial transactions of the Orange School District and funds are available in the budget for this purpose; and

WHEREAS, the Orange Board of Education acknowledges the receipt, review, and evaluation of the external peer/quality report; and,

WHEREAS, the Public Schools Contract Law defines such services as extraordinary unspecifiable professional service not subject to competitive bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, on the recommendation of the Superintendent of Schools, appoints the firm of **Samuel Klein and Company** 550 Broad Street, 11th Floor, Newark, NJ 07102, to *perform the audit of the district's accounts and financial transactions* for the school year ending June 30, 2020 at an estimated cost of \$68,345.00 which includes the preparation of the District's Comprehensive Annual Financial Report.

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the Revised Memorandum of Agreement between the Orange Board of Education and the 1214-14 LLC.

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

B20-014 RESOLUTION TO APPROVE THE UPDATED AT-HOME INSTRUCTIONAL PLAN

WHEREAS, THE Orange Public School District is required to obtain approval from the Board of Education for submitting the 2020 UPDATED AT-HOME INSTRUCTIONAL PLAN; and,

WHEREAS, on February 28, 2020, with the impending COVID-19 Pandemic, the district website was updated, providing guidance to the school and township communities, regarding COVID-19, and began planning for possible school closures; and,

WHEREAS, between February 28, 2020 and March 13, stakeholders brainstormed and

WHEREAS, on March 13, 2020, the district provided a half-day professional development session for teachers begin to plan for possible virtual learning, including Chromebook distribution planning; and,

WHEREAS, on March 17, the original AT-HOME INSTRUCTIONAL PLAN went into effect and was updated when Governor Murphy extended school closures;

NOW, THEREFORE BE IT RESOLVED, that the Orange Board of Education, on the recommendation of the Superintendent of Schools, approves the **UPDATED AT-HOME INSTRUCTIONAL PLAN** for the remainder of the 2019-2020 school year and summer of 2020.

Moved by Jeff Wingfield. Seconded by Derrick Henry.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

B20-015 RESOLUTION TO APPROVE 2020-2021 PROFESSIONAL DEVELOPMENT PLAN

WHEREAS, the Orange Public Schools are required to obtain approval from the Board of Education for the 2020-2021 PROFESSIONAL DEVELOPMENT PLAN; and,

WHEREAS, bids for providing professional development that are over the threshold will be vetted and approved by the OBE Curriculum Committee; and,

WHEREAS, student and teacher data analyses are utilized to determine goals and rationale; and,

WHEREAS, professional mandates from the New Jersey Department of Education are included in the professional development plan;

C20-030 RESOLUTION TO APPROVE THE PAYMENT OF BILLS FOR MAY 2020

WHEREAS, the Orange School District request the payment of the attached detailed bills for May 2020, whose totals are summarized as follows:

<u>FUNDS</u>	<u>CHECKS</u>	<u>BILLS</u>	<u>TOTALS</u>
Fund 11 - General Current Expense	\$290,134.04	\$1,808,286.81	\$2,098,420.85
Fund 12 - Capital Outlay	0.00	141,548.46	141,548.46
Fund 15 - Whole School Reform	55,175.72	1,138,308.45	1,193,484.17
Fund 20 - Special Revenue Funds	24,791.94	651,228.91	676,020.85
Grand Total	\$370,101.70	\$3,739,372.63	\$4,109,474.33

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the total payment of district bills in the amount of **\$4,109,474.33**, as presented by the Business Administrator/Board Secretary.

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

C20-031 RESOLUTION TO ACCEPT THE BOARD SECRETARY'S REPORT FOR THE MONTH OF APRIL 2020

WHEREAS, the School Business Administrator/Board Secretary, hereby submits the Board Secretary's Financial Report for the month of April 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, after review of such report, hereby accepts the April 2020 Board Secretary's Financial Report, as presented by the Business Administrator/Board Secretary.

BE IT FURTHER RESOLVED, that a copy of this report be submitted to the New Jersey Department of Education, Essex County Office and kept on file in the Business Office

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

C20-032 RESOLUTION TO ACCEPT THE TREASURER OF SCHOOL FUNDS REPORT FOR THE MONTH OF APRIL 2020

WHEREAS, under statute regulations the Treasurer of School Funds is required to reconcile bank accounts and the Board Secretary Report and said reports have been submitted.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby accepts the Treasurer of School Funds Report for the month of April 2020, as presented by the Business Administrator/Board Secretary.

BE IT FURTHER RESOLVED, that a copy of this report be submitted to the New Jersey Department of Education, Essex County Office and kept on file in the Business Office.

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

WHEREAS, the payoff of the short-term borrowing will be made directly **by the Board** to the district's bank of choice from the district's state aid payment that will be deposited into the district's bank account no later than July 10th or 13th 2020 and the State will also pay the interest cost approved by the State Department directly to the bank;

WHEREAS, the district obtained the attached written bank proposal from Bank of America for a total of **\$4,569,881.00** loan at **4.5 %** and total interest of **\$18,279.52** if re-paid by the State on **7/10/2020**;

WHEREAS, the district obtained the attached written bank proposal from Bank of America for a total of **\$4,569,881.00** loan at **4.5 %** and total interest of **\$10,282.23** if re-paid by the State on **07/10/2020**;

WHEREAS, the district will receive **\$4,569,881.00** on **June 8, 2020** and **\$4,569,881.00** on **June 22, 2020**.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, as recommended by the Superintendent of Schools and the School Business Administrator/Board Secretary hereby approves to submit the application to borrow due to delay in June 2020 State School Aid payment.

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

C20-036 RESOLUTION TO APPROVE THE WHOLE SCHOOL REFORM (FUND 15) TRANSFER REQUEST FOR FOREST STREET SCHOOL

WHEREAS, the Whole School Reform, Abbott Districts, are required to obtain the approval of transfers from the State of New Jersey Department of Education; and

WHEREAS, the following school listed below has submitted a transfer request as approved by the School Principal, SPMT Chairperson, Business Administrator and Superintendent of Schools, per the attached:

FOREST STREET SCHOOL

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, hereby approves the Whole School Reform Transfer Request for the above school and submits such requests to the State of New Jersey Department of Education for their approval.

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

D20-005 RESOLUTION TO APPROVE THE FISCAL YEAR (FY) 2021 PERKINS GRANT APPLICATION

WHEREAS, the Orange Public Schools are required to obtain approval from the Board of Education for submitting the 2020-2021 PERKINS GRANT APPLICATION; and,

WHEREAS, in accordance with the Carl D. Perkins Vocational-Technical Education Act of 1998, the New Jersey State Board of Education adopted a State Plan for Vocational and Technical Education for 2021; and,

D20-008 RESOLUTION TO APPROVE THE GRANT APPLICATION OF THE NORTH JERSEY EDUCATIONAL INSURANCE FUND (NJEIF), A FUND WITHIN THE NEW JERSEY SCHOOL BOARDS ASSOCIATION INSURANCE GROUP

WHEREAS, the North Jersey Educational Insurance Fund Grant (NJEIF), a fund within the New Jersey School Boards Association Insurance Group has considered the Orange School District as being currently eligible to receive a grant through the New Jersey Schools Insurance Group (NJSIG) 2020-2021 for School Facility Safety Grant Program; and

WHEREAS, the available grants are payable to qualifying member school districts during the July 1, 2020 through June 30, 2021 policy term. The grant program is intended to provide funds toward plant safety, building security, safety equipment and training; and,

WHEREAS, the 2020-2021 NJSIG Safety Grant, in the amount of **\$30,044.45**, by the New Jersey School Boards Association Insurance Group will be used for the following projects:

Project Goals: Our goal is to ensure the safety and security of our students and staff. We will promote this goal by the installation and maintenance of equipment in all our facilities that will deter crime and allow the district to be prepared to effectively respond to all emergencies.
Project Implementation: We plan to enhance all buildings and grounds surveillance by acquiring modern cameras, emergency response equipment, updated security technology, and additional lighting. The district also will install an emergency panic button alarm system so that we can be able to meet some of the mandated requirements of Alyssa's Law. With our facilities being equipped with these additions, our district can dissuade crime, investigate any allegations of criminal incidents, and work closely with our local law enforcement to apprehend offenders quickly.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, upon the recommendation of the Superintendent of Schools, and the School Business Administrator/Board Secretary hereby approves to apply for the 2020-2021 Safety Grant Program funds in the amount of **\$30,044.45** on behalf of the Orange School District.

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

E20-010 RESOLUTION TO APPROVE THE REQUEST OF COLONNELLI BROTHERS, INC. TO TEMPORARILY UTILIZE STEM INNOVATION ACADEMY OF THE ORANGES PARKING LOT DURING THEIR WATER MAIN REPLACEMENT AND DECORATIVE LIGHTING PROJECT

WHEREAS, Colonnelli Brothers, Inc. is requesting to utilize the following:

STEM INNOVATION ACADEMY OF THE ORANGES PARKING LOT
Temporary Storage Site (as shown in attachment)
Summer 2020

F20-019 RESOLUTION TO APPROVE THE REVISION OF JOB DESCRIPTION FOR BEHAVIORAL THERAPIST

WHEREAS, the District has revised a job description for the position of Behavioral Therapist; and

WHEREAS, the revised job description includes revisions to the qualifications, job functions and responsibilities; and

WHEREAS, the job description for the position is herewith attached; and

WHEREAS, employees hired in this position are represented by the Orange Education Association.

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education of the City of Orange Township; hereby approves the revision of the job description for the position of Behavioral Therapist.

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

F20-020 RESOLUTION TO APPROVE THE AFFIRMATIVE ACTION TEAM FOR THE ORANGE TOWNSHIP PUBLIC SCHOOL DISTRICT

WHEREAS, the Orange Board of Education is recommending the appointment of the Affirmative Action Team for the 2020-2021 school year; and

WHEREAS, Shelly Harper, Director of Special Services will serve as the district's Affirmative Action Officer during the 2020-2021 academic school year; and

WHEREAS, Glasshebra J. Dismuke, Executive Director of Human Resources and Tya Marsh, HR Specialist will serve on the district's Affirmative Action Team during the 2020-2021 academic school year; and

WHEREAS, the primary duty of the Affirmative Action Team is to promote a working and learning environment free of discrimination and harassment; and

WHEREAS, the Affirmative Action Team will ensure everyone has fair access to employment opportunities; and

WHEREAS, the Affirmative Action Team will investigate all claims of discrimination and any form of harassment to ensure the district remains as an Equal Opportunity Employer; and

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education of the City of Orange Township hereby approves the appointment of the Affirmative Action Team.

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

WHEREAS, the components of the STEM Innovation Academy of the Oranges that make it suitable for having its own school code, includes but not limited to: -

- Though a program extension of our comprehensive HS, the STEM Academy resides in a separate building with separate instructional and administrative staffing and operating within the parameters of its own 4-year Strategic Plan and Strategic Planning Committee
- Effective SY 2020-2021, the school will have a complete body of students, grades 9 - 12.
The school offers a highly specialized STEM curriculum separate from what is currently offered within the comprehensive high school
- The school currently operates under a separate budget and schedule
- As of 2019, over 90% of its students met expectations on the NJSLA in English and Mathematics; making the school more likely to compete and rank against comparable schools with similar demographic compositions; thereby presenting increased opportunities for grants, scholarships, and other academic awards and recognitions
- As is its intended design, the STEM Academy over time can yield
 - 1) A shared setting for innovation and design
 - 2) Improved mentoring and internship options
 - 3) Increased grant and research opportunities
 - 4) A sustainable model for effective collaborative leadership
 - 5) An improved transition between high school, college, and career.

NOW, THEREFORE, BE IT RESOLVED that the Orange Board of Education on the recommendation of the Superintendent of Schools, approves to proceed with the restructure of its district schools to include the STEM Innovation Academy of the Oranges (455 Scotland Road South Orange, NJ 07079) as its own standalone grades 9 through 12 school facility with a state Department of Education CDS code (13-3880-302).

Moved by Jeff Wingfield. Seconded by Guadalupe Cabido.

ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

**G20-022 RESOLUTION TO APPROVE THE REINSTATEMENT OF
CENTRAL ELEMENTARY SCHOOL (33 Cleveland Street
Orange NJ) AS AN ELEMENTARY SCHOOL TO HOUSE
GRADES K-2**

WHEREAS, The Orange Board of Education in the County of Essex, New Jersey (the "Board"), desires to proceed with the restructure of its district schools by the reestablishment of the former Central Elementary School located at 33 Cleveland Street Orange, NJ 07050 to house grades K-2;

WHEREAS, Rosa Parks School which is located next door to the former Central Elementary School is getting overcrowded and not providing enough instructional space that is conducive for learning; and

WHEREAS, the district's goal is always to seek avenues that will provide our children with adequate instructional space, so that we can achieve a Thorough and Efficient (T&E) education for our students of Orange.

HUMAN RESOURCE AGENDA

- Leaves of Absence
- Resignations
- Appointments
- Transfer
- Reassignment
- Other Personnel Actions
- Stipends
- For The Record

Moved by Jeff Wingfield. Seconded by Shawneque Johnson.
ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

DISTRICT MEETINGS

Next scheduled meetings are as follows:

Public

- Facilities Committee Virtual Meeting – Monday, July 6, 2020 at 2:30 p.m.
- Public Board Virtual Meeting – Tuesday, July 14, 2020 at 7:30 p.m.
- Curriculum Committee Virtual Meeting – Tuesday, June 30, 2020 at 3:30 p.m.
- Finance Committee Virtual Meeting – Thursday, July 2, 2020 at 5:30 p.m.

Closed

- Human Resource Committee Meeting – Monday, July 13, 2020 at 5:30 p.m.
- Board Virtual Retreat – Thursday June 11, 2020 at 5:00 p.m.

CORRESPONDENCES

BOARD COMMENTS

Pursuant to N.J.S.A. 10:4-12 and in conformance with the Board of Education **Policy 0162 and Open Public Meeting Act, Chapter 231**, this is to announce that the Orange Board Of Education will hold its next regularly scheduled **Meeting on July 14, 2020** Closed Session at 6:00 p.m. and Public Session at 7:30 p.m. It is expected that the discussion undertaken in the closed session board meeting can be made public at the time official action is taken or when its confidentiality is no longer required.

Motion to adjourn Public Session.

Moved by Siaka Sherif. Seconded by Sueann Gravesande.
ROLL CALL: (8) YEA (0) NAY (0) ABSTAIN

APPROVAL DATE: July 14, 2020

ATTESTED TO BY:



School Business Administrator/ Board Secretary