

**ACTION ITEMS – Special Board Meeting Thursday July 28, 2022****MISSION STATEMENT**

The Harrison School District serves a multi-cultural pre-kindergarten-12<sup>th</sup> grade student population through partnerships with teachers, parents/guardians and the community by providing comprehensive educational programs, which encourage all students to:

- A. Develop to their fullest potential by acquiring the skills and knowledge described in the New Jersey Student Learning Standards;
- B. Welcome the challenge of higher order thinking as a means of understanding complex issues;
- C. Become well-adjusted, productive and contributing citizens ready to confront the challenges of an advancing technological society;
- D. Take pride in community and country and show concern for the environment; and
- E. Develop self-esteem and respect for others.

The Harrison School District will be guided by its strategic plan and evaluation process in the delivery of its educational program.

**AGENDA****COMMITTEE OF THE WHOLE**

1. Recommendation to approve/ratify the following District Facilities requests:

	<b><u>Activity</u></b>	<b><u>Place</u></b>	<b><u>Date</u></b>
A.	Community Food Distribution	HHS Parking Lot	July 9, 2022 9:30AM to 12:30PM
B.	East Newark Public Schools Holiday Concert	WMS Auditorium	December 13, 2022 6:00 to 9:00PM

2. Recommendation to approve/ratify Jennifer Malefsky appointed as Curriculum Revision Assistant for the Summer 2022 for Unit 3 Computer Science and Unit 3 and 4 Enrichment G & T Curriculum. (not to exceed 20 hours)
3. Recommendation to approve/ratify Carla Hinchcliffe appointed to the position of Part-time ESL/ Bilingual Coordinator, at the stipend amount of \$2,500.00 for the 2022-2023 school year, effective September 1, 2022.
4. Recommendation to approve/ratify the following staff for appointment to the position of Lead Teacher for the 2022-2023 school year.

- A) Carla Hinchcliffe- Lincoln Elementary School  
B) Catarina Cerqueira - Hamilton Intermediate School
5. Recommendation to approve/ratify a tuition contract between The Harrison Board of Education and The Calais School for student #21CS001 for the 2022-2023 school year, commencing on July 5, 2022. *(Subject to review by Board Counsel)*
  6. Recommendation to approve/ratify a tuition contract between The Harrison Board of Education and 1st Cerebral Palsy of New Jersey, Inc. for student(s) #22CP02 and 13CP01 commencing on July 6, 2022 for the 2022-2023 school year. *(Subject to review by Board Counsel)*
  7. Recommendation to approve/ratify a tuition contract between The Harrison Board of Education and YCS- Sawtelle Learning Center for student #20YCS01 for the 2022-2023 school year, commencing on July 5, 2022. *(Subject to review by Board Counsel)*
  8. Recommendation to approve/ratify a tuition contract between The Harrison Board of Education and Mount Carmel Guild Academy for student #13MCG05 for the 2022-2023 school year, commencing on July 5, 2022. *(Subject to review by Board Counsel)*
  9. Recommendation to approve/ratify tuition contract(s) between The Harrison Board of Education and Ridgely Board of Education for student(s) #15SA08, 16SA09, 14NB08, 22SA13 for the 2022-2023 school year commencing on July 5, 2022.
  10. Recommendation to accept/ratify the contract #81841 between The Harrison Board of Education and Computer Solutions, Inc. for Software Support from July 1, 2022 through June 30, 2023 for the 2022-2023 school year as follows: (Subject to review by Board Counsel).
    - Budgetary Accounting Modules/Human Resources Modules (\$479.00 Mo.) \$5,748.00
    - Carbonite Backup and Recovery Service (\$250.00 Mo.) \$3,000.00
  11. Recommendation to approve/ratify the following “Back to School Nights” and Parent Conferences for the 2022-2023 school year:
    - **Harrison High School**  
Back to School Night - September 15, 2022  
Parent Teacher Conferences - February 2, 2023
    - **Washington Middle School**  
Back to School Night - Tuesday, September 13, 2022 @7:00PM  
8th Grade Parent Night, Thursday, October 6, 2022 @7:00PM  
6th Grade Parent/Student Orientation, Thursday, May 11, 2023 @7:00PM
    - **Hamilton Intermediate School**  
Back to School Night\* - Wednesday, September 14, 2022 @6:00PM  
*\*request permission for students and staff to have a 2:15 dismissal.*  
Parent Teacher Conferences-  
-Wednesday, November 16, 2022 (1:30PM-3:15PM) 1:11PM dismissal  
-Thursday, November 17, 2022 (6:00PM - 8:00PM) 2:15PM dismissal  
-Friday, November 18, 2022 (1:30PM-3:15PM) 1:11PM dismissal

- **Lincoln Elementary School**  
Parent Teacher Conferences-
    - Wednesday, November 16, 2022 (1:30PM-3:15PM) 1:11PM dismissal
    - Thursday, November 17, 2022 (6:00PM - 8:00PM) 2:15PM dismissal
    - Friday, November 18, 2022 (1:30PM-3:15PM) 1:11PM dismissal
  - **Kennedy Elementary School**
    - Wednesday, November 16, 2022 (1:30PM-3:15PM) 1:11PM dismissal
    - Thursday, November 17, 2022 (6:00PM - 8:00PM) 2:15PM dismissal
    - Friday, November 18, 2022 (1:30PM-3:15PM) 1:11PM dismissal
12. Recommendation to the Acting Superintendent of Schools, to approve/ratify Security Drills planned for the Harrison School District for the 2022-2023 school year as submitted by the Principals of Harrison High School, Washington Middle School, Hamilton Intermediate School, Lincoln Elementary School, Kennedy Elementary School and the Director of Early Childhood as per the attached letter from the Director of Personnel/Human Resources/Compliance and Crisis Management dated July 14, 2022.
  13. Recommendation to approve/ratify participation in Harrison Public Schools Pinwheels for Peace Project on Tuesday, September 20, 2022 from 9:00AM to 3:00PM in the Harrison Library Park. *(Pending approval from Mayor J. A. Fife and the Town Council for the use of the Harrison Library Park)*
  14. Recommendation to accept/ratify a tuition contract between The Harrison Board of Education and North Jersey Elks Developmental Disabilities Agency for student #19NJE01 for the 2022-2023 school year, commencing on July 5, 2022. *(Subject to review by Board Counsel).*
  15. Recommendation to accept a letter of resignation from Michael J. Wieczenski, Substitute Teacher/Aide effective July 22, 2022 as per the attached letter dated July 7, 2022.
  16. Recommendation to approve/ratify the following appointed as Curriculum Revision Assistant for the 2022-2023 school year. ***(Hours to be assigned by the Director of Curriculum and Instruction).***
    - A) Brigette Picillo
    - B) Matthew Mariano
  17. Recommendation to approve/ratify the appointment of Valkiria Delgado Guillen to the position of Part-Time Bus Aide for the 2022-2023 school year, effective upon receipt of criminal history approval and results of state statute (P.L. 2018, c.5). Further, recommendation to approve Ms. Guillen's salary at \$15.00 per hour.
  18. Recommendation to approve/ratify the appointment of Yingyi Jing to the position of Special Education Aide for the 2022-2023 school year, effective September 6, 2022, contingent upon receipt of criminal history approval and results of state statute (P.L. 2018, c.5). Further, recommendation to approve Ms. Jing's salary at \$15.00 per hour.
  19. Recommendation to approve/ratify the appointment of Erika Hartkopf to the position of Special Education Teacher Aide for the 2022-2023 school year, effective September 6, 2022, contingent upon receipt of criminal history approval and results of state statute (P.L. 2018, c.5). Further, recommendation to approve Ms. Hartkopf's salary at \$15.00 per hour.

20. Recommendation to accept a letter of resignation from Emmanouil Nikitopoulos, Teacher of Social Studies, Washington Middle School, effective August 20, 2022, 60 days from the date of his letter dated June 22, 2022.
21. Recommendation to rescind the appointment of Pedro Martinez to the position of School Leadership Team Member/Harrison High School for the 2022-2023 school year appointed at the June 23, 2022 Board of Education Meeting.
22. Recommendation to rescind the appointment(s) of the following staff, for the Summer Work Study/Lunch Program 2022:
  - A) Isabella Silva

Further, recommendation to approve/ratify the appointment of the following work-study applicants for Part Time Summer Work Study/Lunch Program 2022 effective July 6, 2022 for a maximum of 16 hours per week at \$13.00 per hour.

  - A) Ayanna Gillespie
23. Recommendation to approve/ratify a tuition contract between The Harrison Board of Education and Celebrate the Children for student #18CTC01 commencing on September 7, 2022 for the 2022 - 2023 school year.
24. Recommendation to post for the following positions for the 2022-2023 school year.
  - Teacher of Music
  - Kindergarten Teacher Assistant
  - Special Education Teacher Aide
25. Recommendation to approve/ratify the Non-Filming Agreement between the Harrison Board of Education and Harrison Education Foundation and Undertone Productions, LLC for use of the Harrison High School facilities, parking lots and cafeteria for holding, parking and catering as per the attached Agreement. *(Reviewed by the Board Counsel and Certificate of Insurance received)*
26. Recommendation to approve/ratify the appointment of work study applicants who applied for positions for the 2022 Summer Swim Program as per the attached list. Further, recommendation to approve/ratify Matthew Mariano, Coordinator of the 2022 Summer Swim Program @ \$40.00 per hour.
27. Recommendation to rescind the appointment of Donna Pomponi to the position of Aide for the K-5 Summer Enrichment Program, effective July 5, 2022 through August 4, 2022, appointed at the Regular Meeting of June 23, 2022.
28. Recommendation to approve/ratify the following form(s) for the Harrison School District for the 2022-2023 school year.
  - 2022- 2023 Media Release and Consent for Student Publicity Form
  - Harrison Public Schools Incident Report Form
  - Special Function Reservation Form (All Schools)

29. Recommendation to approve/ratify Jean Camacho appointed to the position of Teacher of Biology for the 2022-2023 school year, effective September 1, 2022, contingent upon receipt of criminal history approval and results of state statute (P.L. 2018, c.5). Further, recommendation to approve/ratify Mr. Camacho's salary at the 4th step MA status of the 2022-2023 Teacher's Salary Guide at \$64,084.00.
30. Recommendation to approve/ratify Carina Heras appointed to the position of Teacher of Bilingual/ESL for the 2022-2023 school year, effective September 1, 2022, contingent upon receipt of criminal history approval and results of state statute (P.L. 2018, c.5), and enrollment in a Bilingual/ESL Education Program. Further, recommendation to approve/ratify Ms. Heras's salary at the 6th step, MA status of the 2022-2023 Teacher's Salary Guide at \$65,884.00.
31. Recommendation to approve/ratify Iris Raquel Romero appointed to the position of Part-Time Custodian for the 2022-2023 school year, effective upon receipt of criminal history approval and results of state statute (P.L. 2018, c.5). Further, recommendation to approve/ratify Ms. Romero's salary at \$15.00 per hour.
32. Recommendation to approve/ratify the following staff who has requested to do their Administrative Internship in the Harrison School District during the 2022 Summer Session as follows:
  - A) Joan McNichol, Harrison School District Administrative Internship, 2022 Summer
33. Recommendation to approve/ratify the re-appointment of Laura Comppen to the position of District Webmaster/Social Media Specialist for the 2022-2023 school year, effective July 1, 2022. Further, recommendation to approve/ratify Ms. Comppen's total stipend amount at \$22,000.00 effective July 1, 2022, payable quarterly.
34. Recommendation to approve/ratify the attached Location Filming Agreement between the Harrison Board of Education and Big Indie Musica, Inc. for use of the Patterson Street parking lot as per the attached agreement.
35. Recommendation to approve/ratify the following applicants for appointment to coaching positions for Harrison High School for the 2022-2023 season, contingent upon clearance from the state mandated criminal and employment history reviews. (*Must obtain a NJ Substitute or Teaching Certificate.*)
  - A) Brian Kolakowski, Head Coach Girls Tennis
  - B) Ashley Cappielloa, Assistant Varsity Girls Soccer Coach
36. Recommendation to approve/ratify the revised Employment Contract between the Harrison Board of Education and Michael R. Pichowicz, Esq., Board Counsel, retroactive to July 1, 2022 through June 30, 2023.
37. Recommendation to post for the following positions for HHS Advisor and Club Advisor positions for the 2022-2023 school year.
  - Junior Class Advisor
  - Sophomore Class Advisor
  - Senior Class Advisor
  - Freshman Class Advisor

- Student Government Advisor
- Treasurer, High School
- Yearbook Advisor
- Drama Club Director
- Drama Club Producer
- Drama Club Musical Producer
- Weight Room Coordinator
- Cuisine Club
- Environmental Club
- History Club
- DECA Club (formally Distributive Education Club of America (pilot))
- Technology Club
- LGBTQ+ Club
- S.T.E.A.M Club
- National Honor Society
- Art Club
- Science Club
- Science National Honor Society (pilot)

### **SCHOOL GOVERNMENT COMMITTEE**

1. Recommendation to approve/ratify the following applicants assigned to the 2022 Summer Enrichment/Washington Middle School Credit Recovery Program from July 5, 2022 to August 4, 2022, Monday to Thursday from 9:00AM to 1:00PM, at the contractual rate:
  - A) Uril Parrish, Health and Physical Education
  
2. Recommendation to approve/ratify the following additional applicants who applied for positions for the 2022 Extended School Year Summer program starting July 5, 2022 through August 4, 2022, 9AM to 1PM.
  - A) Laurie Reed, Bus Aide (on an as needed basis)
  
3. Recommendation to post for the following Inter Grammar School Advisor Positions for the 2022-2023 school year.

### **WASHINGTON MIDDLE SCHOOL**

- Art Club Advisor
- Band Director
- Student Government Advisor
- Drama Club Director
- Drama Club Producer
- Newspaper Advisor
- Student Council Advisor
- Dance Chaperones (3 per dance)

**HAMILTON INTERMEDIATE SCHOOL**

- Art Club Advisor
  - Newspaper Advisor
  - Student Council Advisor
  - Book Club Advisor (4th and 5th)
  - Dance Chaperones (3 per dance)
4. Recommendation to approve/ratify the Before and After School Program Proposal-Kennedy School for the 2022-2023 school year as follows.
    - Before School Program - 5 days per week, 7:30AM to 8:20AM
    - After School Program - 5 days per week, 3:15PM to 5:30PM
  5. Recommendation to post for the following positions for the Before and After School Programs-Kennedy School for the 2022-2023 school year.
    - Part Time Teachers (2)
    - Part Time Aides (4)
    - Part Time Security Guards (2)
    - Part Time School Nurses (2)
  6. Recommendation to approve/ratify Carla Braga appointed to the position of Kindergarten Teacher Assistant for the 2022-2023 school year, effective September 6, 2022, contingent upon results of state statute (P.L. 2018, c.5). Further, recommendation to approve/ratify Ms. Braga's salary at \$15.00 per hour.
  7. Recommendation to rescind the appointment of Grace Massett as Substitute Teacher / Teacher for the 2022 Summer PreSchool Transition and Summer Enrichment Programs, effective July 5, 2022 through August 4, 2022, appointed at the Regular Meeting of June 23, 2022.
  8. Recommendation to rescind the appointment of Nicole Novak as Teacher for the 2022 Extended School Year Summer Program, effective July 5 2022 through August 4, 2022, appointed at the Regular Meeting of May 18, 2022. Further, recommendation to appoint Nicole Novak as Teacher Aide for the 2022 Extended School Year Summer Program, effective July 5, 2022 at \$15.00 per hour.

**REPORTS- (Fundraisers/Field trips/Accident /Fire/ Security Drill/HIB)**

1. Approval of on-going school year reports as follows:
  - A) District Accident Reports
  - B) District Field Trips Report
  - C) District Fundraisers Report
  - D) Fire and Security Drills
2. HIB Incident Reports from June 7, 2022 to July 5, 2022.

## ADDENDUM TO THE AGENDA

### COMMITTEE OF THE WHOLE

1. Recommendation to approve/ratify Samantha Rowe for appointment to the position of Long Term Substitute Teacher of Elementary Education, 1st grade, Kennedy Elementary School, for the 2022-2023 school year, effective September 1, 2022, contingent upon receipt of criminal history approval and results of state statute (P.L. 2018, c.5), covering the leave of Mrs. Lyndsey McQuillen. Further, recommendation to approve/ratify Ms. Rowe's salary at \$150.00 per day.
2. Recommendation to accept letter of resignation from Danny Conde, Teacher of Music effective 60 days from letter dated July 19, 2022 or earlier if position is filled.
3. Recommendation to approve/ratify Alex Sieira for appointment to the position of Teacher of Music for the 2022-2023 school year, effective September 1, 2022, contingent upon release from current employer and receipt of criminal history approval and results of state statute (P.L. 2018, c.5). Further, recommendation to approve/ratify Mr. Sieira's salary at the 10th step, MA +30 status of the 2022-2023 Teacher's Salary Guide at \$82,234.00 effective September 1, 2022, contingent upon release from current employer and receipt of official transcripts by August 31, 2022.
4. Recommendation to accept letter of resignation from Jannette Vazquez, Full Time Security Guard effective August 4, 2022 as per the attached letter dated July 27, 2022.
5. Recommendation to approve/ratify for placement on the salary guide for the 2022-2023 school year, effective September 1, 2022, for degrees earned over and beyond present status for the following certified staff members who have evidenced the degrees earned:
  - A) Kristy Allen, MA
  - B) Frances Hernandez, BA+30
  - C) Ricky Holloway, BA+30
6. Recommendation to approve/ratify the following form(s) for the Harrison School District for the 2022-2023 school year.
  - 2022-2023 Media Release and Consent for Student Publicity Form
  - Harrison Public Schools Incident Report Form
  - Special Function Reservation Form (All Schools)
7. Recommendation to post for the position of Full and Part Time Security Guard (non-certified) for the 2022-2023 school year.
8. Recommendation to approve/ratify an agreement between Hudson County Community College (HCCC) and the Harrison Board of Education (HBOE) for the purposes of HCCC providing instruction in selected courses for high school students enrolled in Harrison High School (HHS) for the 2022-2023 school year.



9. Recommendation to approve/ratify paid FMLA/NJFLA leave for Eileen Gilgallon, School Nurse, from September 6, 2022 through December 2, 2022 with a return to work date of December 5, 2022 as per the attached letter dated July 27, 2022.
10. Recommendation to approve/ratify the following applicants appointed to Teacher positions for Lunch Duty for the 2022-2023 school year at the contractual rate. (*Principals to schedule staff*)

**KENNEDY SCHOOL**

- A) Kristy Allen
- B) Monica Garofalo

**LINCOLN SCHOOL**

- A) Janet Valente
- B) Dianna Gomez
- C) Lisa Villalta
- D) Ashley Cisneros

**HAMILTON SCHOOL**

- A) Theresa Ayerdis
- B) Matthew Crilly
- C) Jackie Collard
- D) Michelle DiMeglio
- E) Lucille Maldonado
- F) Christina Mastrofilippo
- G) Danielle Paparella
- H) Elizabeth Williams
- I) Sergio Scomparin

**HARRISON HIGH SCHOOL**

- A) Tom Guarino
- B) Nick Landy
- C) Jairo Mendez
- D) Lorin Hannah
- E) Amparito Gonzalez
- F) Marlem Ramos
- G) Jose Camano
- H) Tom DelGuidice

11. Recommendation to post for the position of School Nurse for the 2022-2023 school year.

12. Recommendation to post for the position(s) of Athletic Event Support Services for the 2022-2023 school year as follows:

- Announcer
- Chain Crew
- Ticket Collector
- Ticket Salesperson
- Security/Site Manager
- Time/Clock Keeper
- Scorekeeper

13. Recommendation to accept/ratify the revised Lease Agreement between the Harrison Board of Education (HBOE) and the East Newark Board of Education (ENBOE) for classroom space for the 2022-2023 school year. *(Subject to review by Board Counsel)*
14. Recommendation to approve/ratify the appointment of Sarah Sales to the position of Special Education Teacher Aide, assigned to Kennedy Elementary School, for the 2022-2023 school year, effective September 6, 2022, contingent upon receipt of criminal history approval and results of state statute (P.L.2018, c.5). Further, recommendation to approve Ms. Sales’s salary at \$20.00 per hour.
15. Recommendation to approve/ratify the appointment of Tanisha Cruz to the position of Special Education Teacher Aide, assigned to Washington Middle School, for the 2022-2023 school year, effective September 6, 2022, contingent upon receipt of criminal history approval and results of state statute (P.L. 2018, c.5). Further, recommendation to approve Ms. Cruz’s salary at \$15.00 per hour.
16. Recommendation to approve the following staff to be paid from the CRRSA-Learning Acceleration Grant as follows:
  - A) Sandy Bonilla - \$63,349 @ 100%
  - B) Bowen Walsh - \$61,329 @ 100%
  - C) Jennifer Ramos - \$15,000 @ 100%
  - D) Patricia Kapuski - \$7,920 @ 100%
17. Recommendation to accept the following grants, including the amounts as such:
  - CRPSA-ESSER II Grant - \$3,854,401
  - CR Learning Acceleration - \$247,356
  - CR Mental Health - \$45,000
18. Recommendation to accept the following grants, including the amounts as such:
  - ARP ESSER III Grant - \$8,662,516
  - Accelerated Learning - \$226,757
  - Evidence Based Summer Learning - \$40,000
  - Evidence Based Comprehensive Beyond the School Day Activities -\$40,000
  - NJTSS Mental Health Support Staffing Grant - \$45,000
19. Recommendation to approve and amend the 2021-2022 Title II Grant Application to adjust \$30,000 from line item 200-100 to 100-100 for salaries in the New Jersey Department of Education Homeroom.
20. Recommendation to approve/ratify the following District Facilities requests:

	<u>Activity</u>	<u>Place</u>	<u>Date</u>
A	Harrison Police Department	HHS Auditorium & Parking Lot	July 30, 2022 2:00PM to 5:00PM

21. Recommendation to post the attached notice for the position of Confidential Executive Secretary for the 2022-2023 school year.
22. In accordance with the Fiscal Year 2023 Appropriations Act and until further notice, effective July 1, 2022 the mileage reimbursement rate shall be \$0.47 per mile as per the state of New Jersey Department of the Treasury Circular No. 23-02-OMB which supersedes Circular No. 20-02-OMB. *(Mileage allowance in lieu of actual expenses of transportation is allowed for an employee traveling by personal automobile on official business at the rate authorized by the State Appropriations Act.)*
23. Recommendation to approve/ratify contract between the Harrison Board of Education and KnowBe4 for 15 month subscription (including 3 free months) in the amount of \$8,036.00.
24. Recommendation to post the attached Notice for the position of School Counselor - Early Childhood for the 2022-2023 school year.
25. Recommendation to post the attached Notice for the position of Bus Driver, Full Time, for 2022-2023 school year.

### **SCHOOL GOVERNMENT COMMITTEE**

1. Recommendation to approve/ratify the Vended Meals Contract (Form 56) with Pomptonian Food Service for the Harrison Board of Education to coordinate meals for East Newark Board of Education students housed within the district.
2. Recommendation to accept the Fresh Fruit and Vegetable Program (FFVP) award from the State of New Jersey to Kennedy Elementary School in the amount of \$16,995.00 and Hamilton Intermediate School in the amount of \$15,785.00 in accordance with the letter dated June 30, 2022 from Janet Celi, Fresh Fruit and Vegetable Program Coordinator.