

ELIZABETH PUBLIC SCHOOLS
Every Child, Achieving Excellence

Olga Hugelmeyer
Superintendent of Schools

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

July 27, 2022

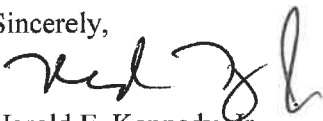
Ms. Maria E. Lorenz
103 Murray Street
Elizabeth, New Jersey 07202
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Dear Ms. Lorenz:

I am in receipt of your request for records pursuant to the State's Open Public Records Act ("OPRA").

1. Retrievable records for your request "Including but not limited to reports, notes, summaries, minutes and list of meeting dates for the following committees established by the board of education from January 1, 2022 to present : Educational, Legal, Finance and Accounting, School Properties, Clinical, Negotiations, Special Education" are attached.

Sincerely,



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

Office of the School Business Administrator/Board Secretary

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I. Board Committee Meetings – Finance

The Finance Committee met on February 15, 2022 at 12:30p.m. and 5:00p.m.

Finance Committee (12:30p.m)

The attendees included John Swisher, Partner Suplee Clooney, Judge Malone, Jonathan Williams, Rosa Moreno-Ortega (Board President), Jerry Jacobs (Chair), Board Members Maria Carvalho and Stan Neron, Harold Kennedy, Rajeev Malhotra.

The Superintendent was unable to attend due to a meeting with the County Superintendent.

Mr. Swisher presented the results of the 2020-2021 Financial Audit which included unmodified opinions on the Financial Statements, Internal Controls and Federal/State programs. Mr. Swisher also presented the committee with a summary of financial reserves available at the end of June 30, 2021, and the financial position of the Enterprise Fund (Food Services). He also presented that there were no findings and recommendations as a result of the audit.

Finance Committee (5:00p.m)

The attendees included Judge Malone, Rosa Moreno-Ortega (Board President), Jerry Jacobs (Chair), Board Members Maria Carvalho and Stan Neron, Harold Kennedy, Rajeev Malhotra, Tracy Crosby and Olga Hugelmeyer.

The Early Childhood Program Aide Budget for 2022-2023 was presented to the committee by Tracy Crosby, Director of Early Childhood. The first report included the budgeted revenues and appropriation categories totaling \$49,926,269. The second report included a comparative analysis for the Early Childhood Providers and Head Start totaling \$10,569,971. The third report was the analysis of the unfunded district expenses that will be included as part of the district's budget totaling \$9,171,171.

Please note that Governor Murphy has moved his budget address from February 22nd to March 8th. Our State Aide notices for Preschool and K-12 are anticipated on March 11th or March 14th. The budget presented this evening was a projection.

A summary status report of COVID relief grants (Federal CARES, ESSER II, ARP, CORONA VIRUS RELIEF, Union County COVID, Digital Divide) totaling \$109,675,035 was presented and discussed. The committee requested a further breakdown of the totals by year and priority area be presented at the March Board of Education meeting.

The ESIP/Federally funded Capital Project Summary Tracker totaling \$75,015,212 was presented and discussed.

II. Board Committee Meetings – School Properties

The School Properties Committee submitted a list of requests on February 12th which included the following:

Chain of command for the Division of Plant, Property and Equipment

The chain of command for the Division of Plant, Property and Equipment begins with the Director. The Director oversees three Coordinators. The titles include Coordinator of Mechanics, Coordinator of Buildings and Properties and Coordinator of Warehouse.

The Coordinator of Mechanics oversees projects and custodians.

The Coordinator of Buildings and Properties oversees the trades people and general repair.

The Coordinator of Warehouse oversees the two warehouses and their staff.

Air Purifiers

The number of Air Purifiers in a classroom is determined by the square footage. Approximately 3200 Air Purifiers were deployed to our schools and central offices. Currently, we have 800 in stock at the warehouse for replacement if needed. The custodian is responsible for replacing the filters. The unit has a light that indicates when to change the filter.

Breakdown of PPE supplies

As a result of the federal CARES Act, a sufficient quantity is currently in stock at the warehouse of all PPE. We recently went out for bid to replenish the sanitizing wipes and this item is included on tonight's agenda.

Update on schools impacted by Hurricane Ida

School No 26 currently has a gym floor, an elevator and water heaters that are pending. School No. 27 currently has a rental generator, sprinkler pump is pending, and the elevator is also pending. In addition, School 12 has rental boiler, and the replacement boiler is expected to be completed by April.

Update on future redistricting

We are examining a parochial school as an option to addressing the overcrowding at School Nos. 15, School 25 and School 28. The Director of Plant and Property has obtained the floor plans from the Archdiocese in order to explore a redistricting.

Dates for renewal of leases - Schools and Warehouses -

Currently the five schools that are leased are through June 2025. The leases for the warehouse are due to expire this school year with an option to renew for two 5-year periods. The leases for St. Mary's and St. Genevieve's were recently signed.

TCU (Temporary Classroom Units) maintenance at schools

Flooring is being replaced at this time at School No. 16. Work on the roofing and gutters was completed and investigating the replacement of the HVAC units for all TCU's.

III. Board Committee Meetings – Clinical

The Clinical Committee met on February 17, 2022 at 4:30p.m.

The attendees included Judge Malone, Jonathan Williams, Rosa Moreno-Ortega (Board President), Diane Barbosa (Chair), Board Members Maria Carvalho and Charlene Dogerty, Harold Kennedy and Olga Hugelmeyer.

The committee discussed Governor Murphy's announcement regarding the mask wearing. Current COVID cases in Elizabeth total 89 new cases and 3 deaths. The district is currently averaging 6-7 cases daily since February 1st. The New Jersey Department of Health has announced that the entire state of New Jersey is Moderate (Yellow). All students that are transported by bus are required to continue wearing their masks since the federal guidance has not been updated.

The committee agreed that continuous monitoring is required and that the community would be advised by March 4th. This information would also be included in the February Community Updates.

IV. Board Committee Meetings – Education Management

The Education Management Committee met on February 22, 2022 at 4:30p.m.

The attendees included Judge Malone, Jonathan Williams, Rosa Moreno-Ortega (Board President), Charlene Dogerty (Chair), Board Member Maria Carvalho, Harold Kennedy and Olga Hugelmeyer.

Nathalie Alcaide-Hernandez was unable to attend.

The committee's agenda included the review of Board Goal No. 2 – To continue monitoring the Data Dashboard and Equity policies and procedures to determine if revision is needed based on the following priority areas:

- SEL
- Chronic Absenteeism
- 9th grade retention with particular attention to Black and Hispanic males and females at 4 high schools
- Learning loss/acceleration performance on:
 - ✓ Start Strong Grades 4-10
 - ✓ NJSLA
 - ✓ ECE/ELS
 - ✓ ACCESS
 - ✓ Benchmark Assessments

The status of chronic absenteeism was reviewed for all schools. A student is considered chronically absent if he or she misses 10 percent or more of the school days in session for which

he or she was enrolled. A school's chronic absenteeism rate, as defined in New Jersey's ESSA State Plan, is the proportion of a school's students that were chronically absent.

The school-level chronic absenteeism rate is calculated by dividing the total number of chronically absent students during the school year by the total number of students enrolled in the school during the school year. The committee requested the strategies being implemented in the schools and the feedback from the administrators.

Lastly, the committee reviewed the status of social emotional learning and the monitoring of ESSER II and American Rescue Plan funded programs that address student growth mindset and mental health.

March 23, 2022

I. 2022-2023 Budget

An overview of the budget was provided at our Finance Committee Meeting. A detailed review will be provided at the March 24th Board Meeting during our Private Session. The attendees included Jerry Jacobs, Chairperson, Maria Carvalho, Stan Neron, Judge Malone, Jonathan Williams, George Mouded, Dieter Lerch, Olga Hugelmeyer, Harold Kennedy, Rajeev Malhotra, Jeanine Ball.

Dieter Lerch provided an overview of the 2021-2022 budget. The district received \$526,960,005 in 2021-2022. An adjustment was made increasing the budget to an additional \$27,000,000 to account for the following:

- Connectivity Grant - \$8.4 million
- Hurricane Ida - \$11.7 million
- E-SIP Reserve - \$7,283,000

The district received \$563,011,991 representing an additional \$36,051,986. The following are the budget highlights:

- No tax levy increase
- Acquisition of St. Anthony's – 16 classrooms
- Expansion of JVJ Academy School 92 – Grade 11
- Expansion of Bollwage Finance Academy School 90 – Benedictine Academy -Grade 9 Annex– additional 200 seats (includes 150 9th Grade seats, expansion of the Autism Program and expansion of the Port of Entry Program)
- 108 New Positions for 2022-2023 - Detail of new positions provided below

**New Positions
2022-2023 Budget**

School	Account Number	Salary	Title	FTE
CERTIFIED STAFF				
03	15-241-100-101-03-00	75,000	TEACHER - BILINGUAL SIXTH GRADE	1.0
08	15-243-100-101-08-00	37,500	TEACHER - BILINGUAL IN-CLASS SUPPORT	0.5
08	15-244-100-101-08-00	32,500	TEACHER - ESL IN-CLASS SUPPORT	0.5
13	15-244-100-101-13-00	32,500	TEACHER - ESL IN-CLASS SUPPORT	0.5
14	15-241-100-101-14-00	75,000	TEACHER - BILINGUAL FIFTH GRADE	1.0
14	15-120-100-101-14-00	37,500	TEACHER - MATH	0.5
16	15-120-100-101-16-00	32,500	TEACHER - ELA	0.5
16	15-120-100-101-16-00	37,500	TEACHER - MATH	0.5
19	15-241-100-101-19-00	75,000	TEACHER - FIFTH GRADE ABL	1.0
21	15-120-100-101-21-00	32,500	TEACHER - ELA	0.5
21	15-120-100-101-21-00	37,500	TEACHER - MATH	0.5
22	15-243-100-101-22-00	37,500	TEACHER - ESL	0.5
23	15-120-100-101-23-00	37,500	TEACHER - MATH	0.5
25	15-120-100-101-25-00	65,000	TEACHER - THIRD GRADE	1.0
26	15-120-100-101-26-00	65,000	TEACHER - FOURTH GRADE	1.0
27	15-120-100-101-27-00	65,000	TEACHER - SECOND GRADE	1.0
29	15-244-100-101-29-00	37,500	TEACHER - ESL	0.5
30	15-244-100-101-30-00	37,500	TEACHER - ESL	0.5
80	15-140-100-101-80-00	65,000	TEACHER - PHYSICAL EDUCATION	1.0
82	15-140-100-101-82-00	65,000	TEACHER - ENGLISH	1.0
82	15-241-100-101-82-00	75,000	TEACHER - BILINGUAL (SCIENCE)	1.0
82	15-241-100-101-82-00	37,500	TEACHER - BILINGUAL (SOCIAL STUDIES)	0.5
82	15-140-100-101-82-00	65,000	TEACHER - PHYSICAL EDUCATION	1.0
82	15-243-100-101-82-00	75,000	TEACHER - ESL	1.0
82	15-140-100-101-82-00	32,500	TEACHER - WORLD LANGUAGE (SPANISH)	0.5
83	15-140-100-101-83-00	65,000	TEACHER - ENGLISH	1.0
83	15-140-100-101-83-00	75,000	TEACHER - MATH	1.0
83	15-241-100-101-83-00	37,500	TEACHER - BILINGUAL (SOCIAL STUDIES)	0.5
83	15-244-100-101-83-00	75,000	TEACHER - ESL	1.0
83	15-140-100-101-83-00	32,500	TEACHER - WORLD LANGUAGE (SPANISH)	0.5
83	15-140-100-101-83-00	65,000	TEACHER - PHYSICAL EDUCATION	1.0
84	15-140-100-101-84-00	65,000	TEACHER - PHYSICAL EDUCATION	1.0
87	15-140-100-101-87-00	32,500	TEACHER - WORLD LANGUAGE (SPANISH)	0.5
89	15-140-100-101-89-00	65,000	TEACHER - PHYSICAL EDUCATION	1.0
89	15-140-100-101-89-00	65,000	TEACHER - SOCIAL STUDIES	1.0
90	15-242-100-101-90-00	75,000	TEACHER - ESL	1.0
90	15-241-100-101-90-00	75,000	TEACHER - BILINGUAL (SOCIAL STUDIES)	1.0
90A	15-140-100-101-90-00	65,000	TEACHER - ELA	1.0
90A	15-140-100-101-90-00	75,000	TEACHER - MATHEMATICS	1.0
90A	15-140-100-101-90-00	65,000	TEACHER - SOCIAL STUDIES	1.0
90A	15-140-100-101-90-00	75,000	TEACHER - SCIENCE	1.0

**New Positions
2022-2023 Budget**

School	Account Number	Salary	Title	FTE
90A	15-140-100-101-90-00	65,000	TEACHER - PHYSICAL EDUCATION	1.0
90A	15-214-100-101-90-00	150,000	TEACHER - AUTISM	2.0
90A	15-241-100-101-90-00	75,000	TEACHER - BILINGUAL MATHEMATICS	1.0
90A	15-241-100-101-90-00	75,000	TEACHER - BILINGUAL SCIENCE	1.0
90A	15-242-100-101-90-00	75,000	TEACHER - ESL	1.0
90A	15-000-218-104-90-00	75,000	GUIDANCE COUNSELOR	1.0
92	15-140-100-101-92-00	65,000	TEACHER - ENGLISH	1.0
92	15-140-100-101-92-00	75,000	TEACHER - MATHEMATICS	1.0
92	15-140-100-101-92-00	75,000	TEACHER - CHEMISTRY	1.0
92	15-140-100-101-92-00	65,000	TEACHER - SOCIAL STUDIES	1.0
92	15-241-100-101-92-00	75,000	TEACHER - BILINUGAL MATHEMATICS	1.0
92	15-244-100-101-92-00	75,000	TEACHER - ESL	1.0
92	15-140-100-101-92-00	32,500	TEACHER - WORLD LANGUAGE (SPANISH)	0.5
92	15-140-100-101-92-00	65,000	TEACHER - ART	1.0
92	15-140-100-101-92-00	65,000	TEACHER - CTE SCIENCE	1.0
92	15-140-100-101-92-00	65,000	TEACHER - CTE TECHNOLOGY	1.0
92	15-140-100-101-92-00	65,000	TEACHER - PHYSICAL EDUCATION	1.0
92	15-213-100-101-92-00	65,000	TEACHER - RESOURCE ROOM (SPEDICAL EDUCATION	1.0
92	15-000-218-104-92-00	75,000	GUIDANCE COUNSELOR	1.0
		3,650,000	Sub-Total New Positions	52.0

NON CERTIFIED STAFF

	11-000-261-110-00-00	180,000	PAINTER	2.0
	11-000-260-110-00-00	146,000	HEAD CUSTODIAN	2.0
	11-000-260-110-00-00	232,000	CUSTODIAN	4.0
	11-000-252-104-00-41-40	115,000	COORDINATOR OF NETWORK AND COMPUTER SERV	1.0
	11-000-252-104-00-41-40	105,000	TEACHER - TECHNOLOGY COACH	1.0
	11-000-252-105-00-41-40	456,000	COMPUTER TECHNICIAN	8.0
	11-000-221-102-00-00	120,000	COORDINATOR	1.0
90A	15-000-240-105-90-00	50,000	ADMINISTRATIVE SECRETARY I	1.0
90A	15-000-213-100-90-00	80,000	SCHOOL NURSE	1.0
90A	15-214-100-106-90-00	180,000	ASSISTANT - AUTISM	4.0
		1,664,000	Sub-Total New Positions	25.0
		\$ 5,314,000	Grand Total New Positions	77.0

Finance Committee

The Finance Committee met on May 10, 2022 at 12:00 p.m. to discuss renewal of health insurance benefits. The attendees included Board President Rosa Moreno-Ortega, Board Member/Chairperson Jerry Jacobs, Board Member Maria Carvalho, Board Member Stan Neron, Jonathan Williams, Judge Malone, George Mouded, Insurance Consultant, Christopher Brazzano, Insurance Broker, Rajeev Malhotra, Comptroller and Harold Kennedy, School Business Administrator.

A renewal presentation was shared with the committee and recommendation was made to renew with all current health benefit providers for medical, prescription, dental and vision to be presented to the full board on May 12, 2022. The committee was informed that open enrollment would for all employees would begin on June 1st and an information session would be provided by the Insurance Broker, the Business Office and Human Resource on June 9th at 5:00p.m.

Finance Committee

The Finance Committee met on June 15, 2022 at 4:00 p.m. to discuss renewal of comprehensive property and liability insurance. The attendees included Board President Rosa Moreno-Ortega, Board Member/Chairperson Jerry Jacobs, Board Member Stan Neron, Jonathan Williams, Judge Malone, George Mouded, Insurance Consultant, Patti Fahy, Insurance Broker, Rajeev Malhotra, Comptroller and Harold Kennedy, School Business Administrator.

A comprehensive property and liability insurance presentation was shared with the committee and recommendation was made to renew policies with various providers for presentation to the full board at the June 16th board meeting.

Negotiations Committee Meeting

The Negotiations Committee met on June 6th and June 15th. The attendees included Board Member/Chairperson Jerry Jacobs Board Member Charlene Dorgerly, Board Member Stephanie Pestana, Jonathan Williams, Judge Malone, Harold Kennedy and Olga Hugelmeyer. A status report was provided to the committee to update the following negotiations meetings held with the EEA and NJEA.

- Thursday, May 26th - General Meeting
- Tuesday, May 31st - Instructional Focus Meeting
 - Proposals were reviewed and the administration and EEA discussed Instructional issues
- Thursday, June 2nd – Economic Focus Meeting
 - Proposals were reviewed and discussed Economic issues
- Monday, June 6th - Economic Focus Meeting
 - Further discussion on Economic issues
 - EBOE discussed Guide Enhancements
- Wednesday, June 8th - Instructional Focus Meeting
 - Further discussion on Instructional issues
- Thursday, June 9th - Economic Focus Meeting
 - Further discussion on Economic issues
 - Pending EEA response to Guide Enhancements
- Tuesday, June 14th – Economic issues

- Proposals were exchanged once again. Our next session is scheduled for June 23, 2022.

Special Education Committee

The Special Education Committee met on Wednesday, May 25th at 4:00p.m. virtually. The attendees included Diane Barbosa, Chairperson, Rosa Moreno-Ortega, Board President, Iliana Chevres, Board Vice-President, Nathalie Alcaide, Board Member, Jonathan Williams, General Counsel, Judge Malone, Counsel, Dr. Diana Pinto-Gomez, Director of Special Services and Olga Hugelmeyer, Superintendent of Schools.

The Agenda included the following items:

1. ESEPEC – Annual Report was presented.
 - August 31, 2021- 6pm at school 51. A general membership meeting to discuss the purpose of SEPAC and upcoming training. Meet and greet.
 - October 4, 2021- 6pm at school 51. Training by Richard Flaum, Esq. on the role and responsibility of SEPAC. Reviewed law and board policy. Question and answer period.
 - November 15, 2021- 6pm at school 51. Planning meeting for community workshop. Needs Assessment Survey was planned and discussed. Survey sent out to the public in the following days.
 - December 14, 2021- 6pm at school 51. Discussed the Needs Assessment Survey results and planned a workshop based on the results.
 - March 1, 2022- Virtual Presentation, “Parental Rights in Special Education.” 6pm
 - March 2, 2022 till May 23, 2022- emails and communication between Supervisors Cadet and Rodriguez with the ESEPEC committee discussing our next community workshop based from Needs Assessment Survey and community input.
 - May 24, 2022- “Understanding and Helping My Child Deal with Anxiety: For Parents of Special Needs Children.” Virtual workshop. 6pm

The Committee discussed the various ways in which SEPAC communicated in response to the parents’ request via Facebook and Instagram. Board Vice-President Iliana Chevres suggested highlighting the information presented on our district’s website.

2. ESY Program

The District will once again experience staffing challenges. Based on the survey issued by the Division of Special Services, the following are the staffing shortfalls expected for July 2022.

- ESY Program – 17 teachers (50 teachers are needed)
- Special Education Recreation Program – 3 Teachers (3 teachers are needed)
- Promotion/Retention Program /Credit Recovery – 17 teachers (25 teachers needed)

The projected enrollment based on the IEP of students: 500 students

Actual Enrollment based on Teacher Feedback: 150 students

Locations: School 30 Grades Pk-5 and EHS-FJC Grades 6-12+

3. Special Needs Activities

Special Olympics – Event canceled due to weather

Properties Committee Meeting

The Properties Committee met on Thursday, June 9th at 4:00p.m. The attendees included Rosa Moreno-Ortega, Board President, Iliana Chevres, Board Vice-President, Maria Carvalho, Board Member and Chairperson, Jerry Jacobs, Board Member, Jonathan Williams, General Counsel, Judge Malone, Counsel, Rajeev Malhotra, Comptroller, Matt Glackin, Director of Security and Olga Hugelmeyer, Superintendent.

Board Member/Chairperson Maria Carvalho requested an update with regard to facilities. I provided the current status of Battin School No. 4 and also shared that a meeting with the School 4 staff and parents would take place on Monday, June 13th. Maria Carvalho suggested that administration revisit St. Michaels and St. Peter and Paul as well as Immaculate Conception. In addition, a request was made to provide the Board of Education an update with regard to the filter replacement for all buildings.

In addition, the issues pertaining to one of our non-public schools and the students being served referenced on their application to NJDOE in comparison to the students observed entering and exiting the school was discussed. The site will be visited by our County Superintendent and I next week and a follow up will be provided to NJDOE.

Board Member Jerry Jacobs requested that our Division of Plant & Property examine the façade at the 9th Grade Academy for EHS-FJA examined due to leakage impacting one of classroom. In addition, following a walkthrough of School No. 20, Mr. Jacobs commented on the building being very well kept.

Director Glackin provided presentation on the status of the district's security measures at all schools. The presentation will also be shared at the Board of Education meeting on June 16th as requested by our Board President. A request was made by Board Member Jerry Jacobs regarding the exterior cameras by individual school.