

WOODLAND PARK BOARD OF EDUCATION
WORKSHOP MEETING MINUTES
FEBRUARY 4, 2019

CALL TO ORDER

N.J. OPEN PUBLIC MEETINGS LAW

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 meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act the Woodland Park Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted on the door of the Woodland Park Board of Education Administration Building and was provided to the North Jersey Herald News.

FLAG SALUTE

ROLL CALL

Members Present – Tom Bolen, Mark Salemi, Christopher Mania, Lisa Marshall, Dina Bargiel, Laura Vargas, MaryAnn Perro

Members Absent –Adam Chaabane, Jairo Rodriguez, (both arrived at 7:02)

Also Present - Michele Pillari, Tom DiFluri

PRESENTATION - Jim Cerullo, of Ferroioli, Wielkoltz, Cerullo & Cuva, presented the 2017-2018 Financial Audit results with the Board.

PUBLIC HEARING- AGENDA ITEMS ONLY

Please remember that this is a public meeting. Anything you say will be public record. As a result, pursuant to law, the Board Members cannot respond to you publicly concerning certain matters, such as those regarding an individual student. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s office. In accordance with Bylaw 0167, statements will be limited to 3 minutes in duration.

No one wished to be heard.

NEW BUSINESS – ACTION WILL BE TAKEN

219-145 - ACCEPTANCE OF THE 2018 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Motion by BARGIEL, Seconded by VARGAS.

BE IT RESOLVED, THE WOODLAND PARK BOARD OF EDUCATION has received and accepts the audit report for the fiscal year ended June 30, 2018, prepared by Ferraioli, Wiekotz, Cerullo, and Cuva, Certified Public Accountants and further resolved, that the Woodland Park Board of Education has reviewed and discussed the audit recommendations and has approved the Corrective Action Plan for the audit recommendations.

RECOMMENDATION NUMBER	CORRECTIVE ACTION REQUIRED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	PLANNED COMPLETION DATE OF IMPLEMENTATION
Financial Accounting Reporting 2018-01 There was one employee included in our testing of payroll whose assignment letter did not agree with the amount actually paid. There was a transposition error resulting in an overpayment of \$450	Employee payroll amounts paid must agree with assignment letters.	Payroll report shall be reviewed mid-year (as of December 31 st) to ensure payroll amounts paid agree with assignment letters.	Business Administrator	January 1, 2019
2018-02 Political Contribution Disclosure Forms were not requested/updated for ten vendors exceeding the \$17,500 threshold.	Political Contribution Disclosure Forms shall be requested/updated for all applicable vendors that exceed the annual threshold of \$17,500.	Business office shall conduct vendor analysis utilizing financial software two times per year to ensure all applicable vendors exceeding \$17,500 per school year submit Political Disclosure Forms.	Business Administrator	Immediately

School Food Services 2018-03 There was one application included in the verification of lunch applications that did not have supporting documentation.	Supporting documentation be obtained to support verification of approved lunch applications.	Parents who fail to provide the required supporting documentation to verify their free/reduced lunch status shall be denied free/reduced lunch.	Business Administrator	Immediately
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Roll Call: 9 YES

219-146 - APPROVAL OF NEW POLICIES & REGULATIONS

Motion by SALEMI Seconded by VARGAS

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the 1st reading of the following new policies & regulations:

Roll Call: 8 YES, 1 ABSTENTION-BOLEN

POLICY/REGULATION #	POLICY/REGULATION	MANDATED/RECOMMENDED
2468 & R2468	Independent Educational Evaluations	Committee Recommended

NEW BUSINESS – ACTION WILL NOT BE TAKEN-PREVIEW OF 2/11/19 MEETING

The Board discussed action to be taken at the 2/11/19 meeting.

COMMITTEE REPORTS:

Negotiations

Mr. Bolen stated that they met with the WPEA. Two meetings were set for February & March.

Education

Mrs. Bargiel stated that the committee Financial Literacy – as per QSAC mandates the WP Public Schools currently has standard 9 embedded into the core content curriculum areas and is in compliance. If Pre-K expansion Grant money is awarded, there is a possibility to open a section of Pre-K 4, free of charge, in September 2019. These students will be entered into a lottery for a 15 seat classroom. All curricula is being checked and will be updated to align with NJDOE learning standards if needed. Dance (to be done in PE) and reader’s theater will be added to the district’s curriculum. A revised scope and sequence for word study in grades K-4 will be analyzed and updated. ELA supervisor is ensuring that our district is teaching appropriate depth and rigor in Grades 5-8 reading and mentor texts will be revised also. Reading Milestones has been adopted for the LLD program. Materials/instruction will be differentiated as per each student’s needs after assessment. Grades 3-8 will be moving towards an inclusion teaching model. Teachers have begun to attend Professional Development and conduct research on various co-teaching models. Resource teachers are using stations in their classrooms to remediate skills.

Buildings & Grounds

Mrs. Vargas stated the committee discussed the time frame for the classroom and bathroom renovations at CO. They talked about extending the summer break 2 weeks to ensure construction will be completed. They discussed safety training for custodians, as well as personal protective equipment and safety boots. The committee wants monthly reports from Mr. Burrows regarding building repairs that have been completed and that are needed. The committee also discussed the stream and pipeline behind CO and further steps that need to be taken to remedy the problem. They discussed the condition of the floodgates & repair work that’s needed, windows in BG gym, security cameras at BG still need to be completed and painting of the Conex boxes located at the schools.

Policy

Mrs. Marshall stated the committee reviewed the revised code of conduct and dress code which was already passed. They went over all policies that were voted on this evening. They discussed mandatory direct deposit, in which a new policy would need to be made. The committee will look at a sample policy and move forward from there. She also stated that administration said the policy on overnight trips should be looked into, as to cost, participation, safety, etc. The Board wants more information and will further discuss.

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Angela Shafer –

Mrs. Shafer voiced her opinion on the overnight trips and the play. She said the kids love the trips and parents can find a way to make it work. She also stated that the kids really loved participating in the play last year. Several parents were involved also and she'd hate to see it not happen again this year.

EXECUTIVE SESSION

MOTION TO GO INTO CLOSED SESSION

The Open Public Meeting Act, authorizes a public body to meet in Executive or Private Session under limited circumstances and WHEREAS said law requires the Board to adopt a resolution at a public meeting before it can meet in such Executive or Private Session. NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF WOODLAND PARK THAT:

- 1) *It does hereby determine that it is necessary to meet in Executive Session to discuss a personnel and/or litigation matter or contract matter*
- 2) *The matter(s) discussed will be made public when confidentiality is no longer required*
- 3) *Meeting will be resumed at conclusion of Executive Session.*
- 4) *The Board does/does not expect to take action after Executive Session.*

Motion to go into Executive Session at 8:02 pm by PERRO, seconded by CHAABANE
Voice Vote: 9 YES

Mrs. Vargas left at 8:45pm

Motion to return to Regular Session at 9:10 pm by PERRO, seconded by RODRIGUEZ
Voice Vote: 8 YES

ADJOURNMENT

Motion to adjourn at 9:10 p.m. by PERRO, Seconded by RODRIGUEZ
Voice Vote:

WOODLAND PARK BOARD OF EDUCATION **EXECUTIVE SESSION MINUTES**

ITEMS DISCUSSED:

- Mr. Bolen updated Board on negotiations with WPEA