

**WOODLAND PARK BOARD OF EDUCATION**  
**WORKSHOP MEETING MINUTES**  
**JANUARY 18, 2016**

**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 – Jo-Ann Mitchell, Maryann Perro, Tom Bolen, Maria Flynn, Ron Pascrell, Lisa Marshall, Dina Bargiel, Bob Kassai, Mark Salemi

Also Present - Michele Pillari, Tom DiFluri

**Mr. Krakower and students in his class discussed and demonstrated the Robotics project they are learning about with grant money they received.**

**Jim Cerullo, of Ferroioli, Wielkoltz, Cerullo & Cuva, presented the 2014-2015 Financial Audit.**

**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.

No one wished to be heard.

**NEW BUSINESS – ACTION WILL BE TAKEN**

**Personnel:**

**216-161 - APPOINTMENT OF LUNCH AIDE FOR THE 2015-2016 SCHOOL YEAR**

Motion by BOLEN, Seconded by BARGIEL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Randa Younis, as a lunch aide for the 2015-2016 school year, at a rate of 14.92/hr., not to exceed 10hrs. per week, no benefits.

Roll Call: 9 YES

**216-162- APPROVAL OF ADMINISTRATIVE INTERN**

Motion by BOLEN, Seconded by FLYNN.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve Bronwen Calderon as an administrative intern to Dr. Pillari, until the end of the school year.

Roll Call: 9 YES

**Finance:**

**216-163 - ACCEPTANCE OF THE 2015 COMPREHENSIVE ANNUAL FINANCIAL REPORT**

Motion by MITCHELL , Seconded by KASSAI .

BE IT RESOLVED, THE WOODLAND PARK BOARD OF EDUCATION has received and accepts the audit report for the fiscal year ended June 30, 2015, 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 two audit recommendations and has approved the Corrective Action Plan for the audit recommendations.

<b>RECOMMENDATION NUMBER</b>	<b>CORRECTIVE ACTION REQUIRED BY THE BOARD</b>	<b>METHOD OF IMPLEMENTATION</b>	<b>PERSON RESPONSIBLE FOR IMPLEMENTATION</b>	<b>PLANNED COMPLETION DATE OF IMPLEMENTATION</b>
<b>2015-001</b> Reimbursement to employees attending conferences/workshops did not contain supporting documentation for fees paid out of pocket.	The reimbursement to employees attending conferences/workshops submit supportive documentation for fees paid out of pocket.	Check to employee withheld until proper supporting documentation is received	Business Administrator	January 1, 2016
<b>2015-002</b> There are two vouchers included in our testing of student activity expenditures at Memorial Middle School that did not contain claimant certification.	That all student activity vouchers contain claimant certification.	Check to vendor withheld until school secretary receives voucher with claimant certification.	Principal	January 1, 2016

Roll Call: 8 YES, 1ABSTENTION-BOLEN

*The board discussed action to be taken at the 1/25/16 meeting.*

**PUBLIC HEARING**

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No one wished to be heard.

**ADJOURNMENT**

Motion to adjourn at 7:45 p.m. by BOLEN , Seconded by BARGIEL

Voice Vote: 9 YES