

**THE WOODLAND PARK BOARD OF EDUCATION**

**REGULAR MEETING MINUTES**

**OCTOBER 15, 2012**

MONDAY, 7:00 P.M. MEMORIAL SCHOOL LIBRARY  
15 MEMORIAL DR.  
WOODLAND PARK, NJ 07424

- Agenda:**
1. Opening of Meeting
  2. Pledge of Allegiance
  3. Roll Call
  4. Approval of Minutes
  5. Approval of Register Report
  6. Board Action
  7. Public Hearing – Agenda Items Only
  8. Superintendent’s Report
  9. Board Attorney’s Report
  10. New Business
    - Personnel Committee
    - Education Committee
    - Finance Committee
    - Buildings & Grounds Committee
    - Policy Committee
  11. Old Business
  12. Public Hearing
  13. Adjournment

**WOODLAND PARK BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES**  
**OCTOBER 15, 2012**

**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 – Bob Kassai, Francie Keating, Mark Salemi, Joanne Mitchell, Ron Pascrell, Tanya DaSilva, Dina Bargiel, Tom Bolen

(Mr. Pascrell left the meeting at 7:32pm)

Members Absent – Tara Hayek

Also Present - Elaine Baldwin, Tom DiFluri, Jeff Merlino

**213-61- APPROVAL OF MINUTES**

Motion by MITCHELL Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the minutes of the September 17, 2012 regular meeting and the September 17, 2012 Executive Session.

Roll call vote: 8 YES

**213-62 --APPROVAL OF REGISTER REPORT**

Motion by MITCHELL Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the September 2012 Register Report.

Roll Call: 8 YES

**BOARD ACTION:**

**213-63 -STAFF WORKSHOPS**

Motion by MITCHELL Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attendance of the listed district employees and Board of Education members, at the listed training and informational programs, and the costs of attendance including all registration fees and statutorily authorized travel expenditures.

<u>Program Name</u>	<u>Date</u>	<u>Employee Name/s</u>	<u>No. Attending</u>	<u>Approx. Event Cost</u>	<u>Total Cost</u>
NJSBA CONVENTION	10/23-10/25 2012	Tom DiFluri Robert Kassai Francie Keating Mark Salemi Joanne Mitchell Ron Pascrell	9	Approx. \$450/per person	Approx. \$4,050.00

		Tanya DaSilva Dina Bargiel Tom Bolen			
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Roll Call: 8 YES

**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

**Special Presentations –**

**Elaine Baldwin & Joanne Mitchell - Doris Bruggeman Retirement - 25 years**

- A plaque was presented to Mrs. Bruggeman for her 25 years of service to the Woodland Park Board of Education.

**BUILDINGS & GROUNDS:** Mr. Pascrell will report on Buildings & Grounds matters:

**213-84 - SIGNAGE – MEMORIAL SCHOOL**

Motion by PASCRELL Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the purchase of a 4’ x 8’, two sided LED sign, from Student Sign Company, in the amount of \$10,985.

Third party installation approximately \$2,500

\*Resolution amended to reflect removal of logo from sign.

Roll Call: 8 YES

**213-84B – REMOVAL OF LOGO FROM SIGN (RESOLUTION 213-84)**

Motion by KEATING Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to amend resolution 213-84 to reflect removal of logo.

Roll Call: 6 YES, 1 NO-DASILVA, 1 RECUSAL – BOLEN

**Mrs. Narin Stassis – District Achievement Report**

- Mrs. Stassis gave a powerpoint presentation on results of the NJASK test. Copy of report was included in Board packet.
- Ms. Baldwin summarized our situation. She explained to the Board that we have work to do to improve scores in student achievement, which is also reflected in the Professional Improvement Plan for NJQSAC.

**Mr. Jeffrey Merlino – HIB Law, Governance**

- Mr. Merlino gave a brief overview of the new HIB law. Commissioner of Education to provide further clarification of law because it is being misinterpreted. Problem with law is 80% of cases considered “other”. Will provide another report when updated regulations come out.

### **SUPERINTENDENT'S REPORT**

Ms. Baldwin reported Back to School nights were well attended. October 1-5 was Week of Respect. The week of October 15<sup>th</sup> is School Violence Awareness week. There were programs and activities for both programs. District's Teacher Evaluation Committee will next meet on Tuesday, along with Totowa, with a presentation by a supervisor at Passaic Valley that has been taking lead there in terms of the different models that the State has offered.

### **BOARD ATTORNEY'S REPORT**

- Mr. Merlino updated the Board on WPEA negotiations. He also updated the Board on student residency.

### **NEW BUSINESS**

**PERSONNEL:** Dr. Salemi will report on matters of personnel:

#### **213-64- HIRE OF VIDEOGRAPHER**

Motion by SALEMI Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the hire of Justin Minella, @ \$60 per session, to videotape BOE meetings, as needed.

Roll Call: 7 YES

#### **213-65 - RESCIND APPOINTMENT/APPROVE APPOINTMENT**

Motion by SALEMI Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to rescind Resolution 213-02 of the July 16, 2012 Board meeting.

BE IT FURTHER RESOLVED, that the Woodland Park Board of Education affirms its responsibility to ensure all students attend school in an environment that is free of hazing and/or harassment, intimidation or behaviors associated with bullying. The Interim Superintendent recommends the appointment of the following staff as Anti-Bully Specialists for our schools and District Anti-Bullying Coordinator:

Anti-Bullying Coordinator (District)	Mr. Keith McElroy
Anti-Bullying Specialist (BG)	Mrs. Kristy Knapp
Anti-Bullying Specialist (CO)	Mr. Keith McElroy
Anti-Bullying Specialist (MS)	Ms. Kerry McGlame

Roll Call: 7 YES

#### **213-66- NEW SUBSTITUTES**

Motion by SALEMI Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the new substitute teacher list for October of the 2012-2013 school year per the Passaic County Educational Services Commission.

Roll Call: 7 YES

**213-67- REQUEST FOR MATERNITY LEAVE**

Motion by SALEMI Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve disability leave with pay for Anna Szorc, ESL teacher at Memorial School, effective January 10, 2013 through 14.5 days following the birth of her child, to be followed by child care leave absence under the NJ Family Leave Act, without pay through June 30, 2013.

Roll Call: 7 YES

**213-68 - APPOINTMENT FOR MATERNITY LEAVE REPLACEMENT**

Motion by SALEMI Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the appointment of Jennifer Levirne as a maternity leave replacement for Language Arts at Memorial School, effective October 16, 2012 through January 31, 2013, at a per diem rate of \$150.

Roll Call: 7 YES

**213-69- AMENDMENT OF RESOLUTION 213-58-FEDERAL FAMILY LEAVE**

Motion by SALEMI Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the amending of Susan Varcadipane's Federal Family Leave from January 1, 2013 to November 1, 2012.

Roll Call: 7 YES

**213-70 - AMENDMENT OF RESOLUTION 213-2A-APPOINTMENT OF ACTING PRINCIPAL**

Motion by SALEMI Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the amending of Janet Kolano's start date as Acting Principal at Charles Olbon School, from October 18, 2012 to October 16, 2012.

Roll Call: 7 YES

**213-71 - APPOINTMENT FOR MATERNITY LEAVE REPLACEMENT**

Motion by SALEMI Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the appointment of Joyce DeMartino as a maternity leave replacement for Science at Memorial School, effective November 5, 2012 through March 1, 2013, at a per diem rate of \$150.

Roll Call: 7 YES

**EDUCATION:** Mrs. Bargiel will report on matters of education:

**213-72 -PCESC – OT & PT SERVICES**

Motion by BARGIEL Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve contract with PCESC to provide OT & PT Services for the 2012-2013 school year.

OT Services – 5 days per week \$97,248/yr.

PT Services – 3.5 days per week \$62,467/yr.

Roll Call: 7 YES

**213-73 - STIPEND POSITION**

Motion by BARGIEL Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the appointment of Mina Chang as the coordinator of the Festival of Arts and Science, at Memorial School for the 2012-2013 school year, at the rate of \$250/year, as per WPEA contract.

Roll Call: 7 YES

**213-74 - DISTRICT EVALUATION ADVISORY COMMITTEE**

Motion by BARGIEL Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the establishment of the District Evaluation Advisory Committee for the 2012-2013 school year, and approve the members serving on the committee as follows:

- |                      |                        |
|----------------------|------------------------|
| 1. Elaine Baldwin    | 2. Linda Dewey         |
| 3. Carlos Gramata    | 4. Charles Silverstein |
| 5. John DiGiovachino | 6. Narin Stassis       |
| 7. Sharon Tomback    | 8. Michele Behnken     |
| 9. Christine Cook    | 10. Naomi Feldhamer    |
| 11. Lynn Meeker      | 12. Tanya DaSilva      |

Roll Call: 7 YES

**213-75- HIB DECISION**

Motion by BARGIEL Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, hereby affirms the Superintendent's decision in HIB Investigation #2013-01, for the reasons set forth in the Superintendent's decision to the student's parents.

Roll Call: 7 YES

**213-76- HIB DECISION**

Motion by BARGIEL Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, hereby affirms the Superintendent's decision in HIB Investigation #2013-02, for the reasons set forth in the Superintendent's decision to the student's parents.

Roll Call: 7 YES

**213-77-CURRICULUM APPROVAL**

Motion by BARGIEL Seconded by BOLEN

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Woodland Park K-8 Language Arts Curriculum.

Roll Call: 7 YES

**213-78- DISTRICT IMPROVEMENT PLAN-NJOSAC**

Motion by BARGIEL Seconded by BOLEN

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the NJOSAC District Improvement Plan.

Roll Call: 7 YES

**213-4A - STIPEND POSITION**

Motion by BARGIEL Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the appointment of Lori McCluskey as the Student Yearbook advisor/coordinator, at Memorial School for the 2012-2013 school year, at the rate of \$350/year, as per WPEA contract.

Roll Call: 7 YES

**FINANCE:** Mrs. Keating will report on matters of finance:

**213-79 - SECRETARY/TREASURER REPORTS**

Motion by KEATING Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, receives and accepts the attached reports of the Secretary and Treasurer for the month of August 2012 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of August 31, 2012 the Board Secretary’s monthly financial reports (appropriations section) did not reflect any over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on this report and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year”

Roll Call Vote: 7 YES

**213-80- APPROVAL OF BILL LIST**

Motion by KEATING, Seconded by DASILVA.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of bills in the amount of \$985,366.88

<u>Bill List No.</u>	<u>Amount</u>
#58	\$532,477.46
#F59	\$336,037.30
#C57	\$ 69,992.75
#L-9	\$ 46,859.37
Total Bill List	\$985,366.88

Roll Call Vote: 7 YES

**213-81- TRANSFERS**

Motion by KEATING Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of transfers for the month of August 2012 .

Roll Call Vote : 7 YES

<u>Account #</u>	<u>Acct. Description</u>	<u>Old Amount</u>	<u>Adjustment</u>	<u>New Balance</u>
11-000-100-562-00	Tuition Other Leas	\$129,600.00	(\$28,506.00)	\$101,094.00
11-000-100-566-00	Tuition Priv Sch Disab	\$457,712.00	\$ 28,506.00	\$486,218.00
11-000-252-600-00	Supplies & Materials	\$ 6,000.00	\$ 100.00	\$ 6,100.00
11-000-261-420-00	Clean Repair & Maint Svc	\$120,743.00	(\$2,850.00)	\$117,893.00
11-000-262-100-00	Salaries Cust & Play Aide	\$400,582.00	\$ 2,750.00	\$403,332.00
30-000-400-450-10-03	Construction Services	\$644,905.95	\$132,000.00	\$776,905.95
30-000-400-450-20-07	Construction Services	\$306,364.00	(\$18,617.00)	\$287,747.22
30-000-400-610-00	Furniture Supplies	\$ 0.06	\$ 36,617.00	\$ 36,617.06

**213-82 - TRAVEL REIMBURSEMENT**

Motion by KEATING Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the following travel reimbursements for the 2012-2013 school year:

Name	Activity	Date	Fee	Travel	Meals	Lodging
Pat Posthumus	2013 Conference for NJ Pre School Teachers	2/25 & 2/26 2013	\$349	\$99.98	None	None

Roll Call: 7 YES

**213-83 - EXTRAORDINARY AND NON PUBLIC AID**

Motion by KEATING Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to appropriate 2011-2012 Extraordinary and Non Public Aid as follows:

10-303 Extraordinary Aid	\$120,807
10-303 Non Public Transportation Aid	<u>\$ 14,469</u>
	\$135,276
11-204-100-101 LLD Salaries	\$ 50,000
11-000-291-270 Health Insurance	\$ 20,000
11-000-100-566 SPED Tuition	\$ 11,276
11-000-270-518 SPED Transportation	<u>\$ 54,000</u>
	\$135,276

Roll Call: 7 YES

**POLICY:** Mr. Kassai will report on Policy matters:

Policy committee will meet with the Superintendent to discuss certain items they feel need to be reviewed.

**213-3A - DONATION**

Motion by MITCHELL Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to accept, with thanks, the donation of a 77" Smart Board, to Memorial School, for use in the cafeteria area, from Mr. Larry Smith of L.J.S. Electric.

Roll Call: 7 YES

Mr. Bolen made a motion from the floor to get permission for use of the black top at Memorial School.

**213-5A - USE OF FACILITIES**

Motion by BOLEN Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to allow the Municipal Drug Alliance use of Memorial School blacktop for its annual "2K Walk", on October 21, 2012.

Roll Call: 7 YES



## **OLD BUSINESS**

Mr. DiFluri reported to the Board that the flood doors were being delivered this week.

## **PUBLIC HEARING**

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.

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No one wished to be heard.

## **ADJOURNMENT**

Motion to adjourn at 8:25 p.m. by MITCHELL, Seconded by BOLEN

Voice Vote: 7 YES

## **No Executive Session**