

WOODLAND PARK BOARD OF EDUCATION
REGULAR MEETING MINUTES
SEPTEMBER 16, 2013

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 – Joanne Mitchell, Francie Keating, Mark Salemi, Ron Pascrell, Tanya Dasilva, Dina Bargiel, Bob Kassai

Members Absent – Maria Flynn, Tom Bolen

Also Present - Elaine Baldwin, Tom DiFluri, Jeff Merlino

BOARD ACTION

214-43 - APPROVAL OF MINUTES

Motion by MITCHELL Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the minutes of the August 12, 2013 special meeting and the August 19, 2013 regular meeting.

BE IT FURTHER RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Executive Session minutes of the August 12, 2013 special meeting and the August 19, 2013 regular meeting.

Roll Call: 7 YES

214-44 – APPROVAL OF ORGANIZATIONAL CHART

Motion by MITCHELL Seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Woodland Park BOE organizational chart for the 2013-2014 school year.

Roll Call: 7 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.

SUPERINTENDENT'S REPORT

Ms. Baldwin welcomed everyone back to the new school year. She thanked Mr. Wittig and the custodial staff, as well as Mr. DiFluri, the secretarial staff and administrators, for getting the schools ready for opening day. She informed everyone that Back to School nights will be held on Tuesday at CO, Wednesday at BG and Thursday at Memorial School. She was pleased with the turnout of parents and teachers at the Meet & Greet that was held on 9/10, to meet the new principals at BG & CO. Ms. Baldwin read a thank-you she received from the Sandy Hook Elementary School in response to our participation in "Snowflakes for Sandy Hook". She thanked Mrs. Behken for coordinating the effort.

BOARD ATTORNEY'S REPORT

Mr. Merlino updated the Board on the re-registration for last year and thanked Lynn Meeker and Donna Santulli for all their work.

The Board adjourned into Executive Session to discuss personnel matters.

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 7:12 pm by KEATING, seconded by DASILVA
Voice Vote: 7 YES

Motion to return to Regular Session at 7:25 pm by MITCHELL, seconded by KEATING
Voice Vote : 7 YES

NEW BUSINESS

PERSONNEL: Dr. Salemi reported on matters of personnel:

214-45 - NEW HIRE-SUBSTITUTE CUSTODIAN

Motion by PASCRELL Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of George DelGuidice (has black seal license) as a substitute custodian, effective September 17, 2013-June 30, 2014, on an as needed basis, at a rate of \$20/hr., no benefits.

Roll Call: 7 YES

214-46 - NEW HIRE-SUBSTITUTE CUSTODIAN

Motion by KEATING Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Brian Belinski (has black seal license) as a substitute custodian, effective September 17, 2013-June 30, 2014, on an as needed basis, at a rate of \$20/hr., no benefits.

Roll Call: 7 YES

214-47 -NEW HIRE-ELEMENTARY TEACHER

Motion by SALEMI Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Veronica Seavy, as an elementary teacher, Grade 4 at BG, Step I, Class I, salary \$50,015, in accordance with the current WPEA contract, effective September 1, 2013-June 30, 2014.

Roll Call: 7 YES

214-48 -NEW HIRE-PT BSI TEACHER

Motion by SALEMI Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Anita Stabile, as a part time BSI teacher at CO, at a rate of \$30/hr., not to exceed 27.5 hours per week, no benefits, effective September 1, 2013- June 30, 2014.

Roll Call: 7 YES

214-49 -APPROVAL OF 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 utilizing accumulated sick days, under the Federal Family Leave Act, for Amy Kivlehan, Math teacher at Memorial School, effective September 10, 2013 through December 3, 2013, to be followed by child care leave absence under the NJ Family Leave Act, without pay, from December 4, 2013 through February 26, 2014. Extended leave is requested from February 27, 2014 through June 30, 2014, without pay or health benefits.

Roll Call: 7 YES

214-50 -APPROVAL OF MATERNITY LEAVE REPLACEMENT

Motion by SALEMI Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Alison Colucci, as a long term maternity leave replacement, teacher of mathematics in Memorial School, at a rate of \$175 per diem, no benefits, effective September 10, 2013- June 30, 2014.

Roll Call: 6 YES, 1 RECUSAL – KEATING

214-51 - NEW SUBSTITUTES

Motion by SALEMI Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the substitute teacher list for September of the 2013-2014 school year per the Passaic County Educational Services Commission.

Roll Call: 7 YES

214-52 - STAFF STIPENDS

Motion by SALEMI, Seconded by MITCHELL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve stipend payments for the 2013-2014 school year in accordance with current WPEA contract, as listed:

ACTIVITY	SCHOOL	STAFF MEMBER	AMOUNT
Bus Monitor	Memorial	Jessica Sonners	\$1,500
Festival of Arts & Science	Memorial	Mina Chang	\$ 250

Roll Call: 7 YES

214-53 - APPROVAL OF LUNCH AIDES FOR 2013-2014 SCHOOLYEAR

Motion by SALEMI Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of the following individuals, as lunch aides for the 2013-2014 school year, at a rate of \$13.64/hr., not to exceed 7.5 hrs./week, no benefits:

Frances Stol	Memorial School
Latoya Carswell	Charles Olbon
Maria Maritato	
Margo Bonilla	

Roll Call: 7 YES

214-54 - APPROVAL OF STIPENDS POSITIONS FUNDED BY NCLB GRANT

Motion by SALEMI, Seconded by MITCHELL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve stipend payments for the 2013-2014 school year, to be funded by the NCLB grant, not to exceed a total of \$12,000 as per grant, as listed:

ACTIVITY	STAFF MEMBER	AMOUNT
Peer Tutoring Coordinator	Rosa Leporini	\$33/hr
ESL Tutoring	Yudelki Nunez-Rosario	\$33/hr

Roll Call: 7 YES

214-55 - HOME INSTRUCTION

Motion by SALEMI, Seconded by MITCHELL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve ratification for home instruction for Student #32246, to be provided by Veronica Seavy, at a rate of \$33/hr., 5 hours per week. (Length of home instruction TBD)

Roll Call: 7 YES

214-56 - HOME INSTRUCTION

Motion by SALEMI, Seconded by BARGIEL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve ratification for home instruction for Student #32443, to be provided by Anita Stabile, at a rate of \$33/hr., 5 hours per week. (Length of home instruction TBD)

Roll Call: 7 YES

214-57 - HOME INSTRUCTION

Motion by SALEMI, Seconded by MITCHELL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve ratification for home instruction for Student #32414, to be provided by Dana Sous, at a rate of \$33/hr., 5 hours per week. (Length of home instruction TBD)

Roll Call: 7 YES

214-58 - ACCEPTANCE OF RESIGNATION

Motion by SALEMI, Seconded by DASILVA.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to the resignation of Ashley Gurliaccio, part time special ed teacher at Memorial/BG, effective November 10, 2013 or earlier pending hire of replacement.

Roll Call: 7 YES

214-8A- NEW HIRE-PT BSI TEACHER

Motion by SALEMI Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Lindsay Kogan, as a part time BSI teacher at BG, at a rate of \$30/hr., not to exceed 27.5 hours per week, no benefits, effective September 18, 2013- June 30, 2014.

Roll Call: 7 YES

214-9A - APPROVAL OF LUNCH AIDES FOR 2013-2014 SCHOOLYEAR

Motion by SALEMI Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of the following individuals, as lunch aides at Charles Olbon, for the 2013-2014 school year, at a rate of \$13.64/hr.;

Karen Blanc, Nancy Caravelli, not to exceed 17.5/hrs. per week

Marissa Recupero, not to exceed 7.5 hrs. per week

Roll Call: 7 YES

214-10A -APPROVAL OF MATERNITY LEAVE

Motion by SALEMI Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve disability/maternity leave for Meghan Glenn, under the Federal Family Leave Act, from October 21, 2013 to on or about December 16, 2013, to be followed by the NJ Family Leave Act, without pay, until March 17, 2014. Expected return to work, April 2014.

Roll Call: 7 YES

EDUCATION: Mrs. DaSilva reported on matters of education:

214-59 - APPROVAL OF ITINERANT SERVICE

Motion by DASILVA Seconded by PASCRELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve contract with Mountain Lakes Board of Ed, to provide itinerant services for two hearing impaired students, from September 1, 2013-June 30, 2014.

Student #1 144 hours @ \$135/hr. = \$19,440

Student #2 108 hours @ \$135/hr. = \$14,580

Roll Call: 7 YES

214-60 - AMENDMENT OF THE 2013-2014 SCHOOLCALENDAR

Motion by DASILVA Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to amend the 2013-2014 school calendar, as attached.

Roll Call: 7 YES

214-61- DISTRICT EVALUATION ADVISORY COMMITTEE

Motion by DASILVA Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the District Evaluation Advisory Committee for the 2013-2014 school year and approve the members on the committee as follows:

- 1. Elaine Baldwin
- 2. Jennifer Cenatiempo
- 3. Merisa Rosa
- 4. Charles Silverstein
- 5. Sharon Tomback
- 6. Narin Stassis
- 7. John DiGiovachino
- 8. Michele Behnken
- 9. Steven Sans
- 10. William Krakower
- 11. Christine Cook
- 12. Tanya DaSilva
- 13. Lynn Meeker

Roll Call: 7 YES

FINANCE: Mrs. Keating reported on matters of finance:

214-62 - SECRETARY/TREASURER REPORTS

Motion by KEATING Seconded by MITCHELL

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 July 2013 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of July 31, 2013 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: 7 YES

214-63 - APPROVAL OF BILL LIST

Motion by KEATING, Seconded by BARGIEL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of bills in the amount of \$1,047,800.51

<u>Bill List No.</u>	<u>Amount</u>
#63	\$280,713.04
#64	\$300,000.00
#C65	\$452,087.47
#66	\$ 15,000.00

Roll Call: 7 YES

214-64 - TRANSFERS

Motion by KEATING Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of transfers for the month of July 2013.

Roll Call: 7 YES

<u>Account #</u>	<u>Acct. Description</u>	<u>Old Amount</u>	<u>Adjustment</u>	<u>New Balance</u>
11-000-222-600-20	Supplies & Materials	\$ 15,000.00	\$ 600.00	\$ 15,600.00
11-000-251-340-00	Purchased Tech Services	\$ 42,550.00	\$ 200.00	\$ 42,750.00
11-000-291-248-00	Deferred Pers Pymt	\$ 7,149.00	\$ 309.00	\$ 7,458.00
11-000-291-260-00	Workmen’s Comp	\$ 103,500.00	\$5,157.00	\$ 108,657.00
11-000-291-270-00	Health Benefits	\$2,230,696.00	(\$13,687.00)	\$2,217,009.00
11-204-100-610-20	LLD General Supplies	\$ 200.00	\$2,100.00	\$ 2,300.00
12-000-261-730-00	Maint Equip.	\$ 0.00	\$5,321.00	\$ 5,321.00

214-65- GENERAL FUND ACCOUNT AUDIT ADJUSTMENTS

Motion by KEATING Seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve cancellation of the following list of outstanding checks and reconciling items as per auditor.

Date	Check #	Amount
October 2011	27900	\$ 87.12
November 2011	28001	\$225.00
April 2012	22490	\$ 20.18
Voided/Cashed Check Dec. 2009	na	(\$125.00)
Adj to Cash Receipt	na	(\$0.05)
Transfer Adj. 2012-2013	na	(\$0.19)
Total		\$207.06

Roll Call:

214-66- APPROVAL OF CONTRACT PCESC – OT/PT

Motion by KEATING Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve contract with Passaic County Ed Services Commission to provide physical therapy services @ 3.5 days per week and occupational therapy @ 5 days per week, from September 1, 2013 to June 30, 2014.

Total cost PT \$61,879

Total cost OT \$92,810

Roll Call: 7 YES

BUILDINGS & GROUNDS: Mr. Pascrell reported on Buildings & Grounds matters:

Mr. Pascrell thanked Mr. DiFluri for all his efforts in regards to the Charles Olbon Parking Lot.

214-67 -DONATION OF PICKUP TRUCK

Motion by PASCRELL Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the donation of a 1995 Ford F250 4x4 pickup truck, to the Veteran’s organization, Cars for US Troops.

Roll Call: 7 YES

214-68 - USE OF FACILITIES

Motion by PASCRELL Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the use of Memorial School facilities, to the Woodland Park Recreation Dept., for its annual Woodland Park Day, to be held on September 28, 2013, from 3:00pm-10:00pm. (Rain date 9/29/13) The Borough will hire BOE custodians at their contracted pay rate.

Roll Call: 7 YES

POLICY: Mrs. DaSilva had nothing to report at this time.

OLD BUSINESS

PUBLIC HEARING

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No one wished to be heard.

EXECUTIVE SESSION

MOTION TO GO INTO CLOSED SESSION

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- 5) *It does hereby determine that it is necessary to meet in Executive Session to discuss a personnel and/or litigation matter or contract matter*
- 6) *The matter(s) discussed will be made public when confidentiality is no longer required*
- 7) *Meeting will be resumed at conclusion of Executive Session.*

- 8) *The Board does/does not expect to take action after Executive Session.*

Motion to go into Executive Session at 7:41 pm by KEATING, seconded by SALEMI
Voice Vote: 7 YES

Motion to return to Regular Session at 8:30 pm by KEATING, seconded by PASCRELL
Voice Vote : 7 YES

ADJOURNMENT

Motion to adjourn at 8:30 p.m. by KEATING, Seconded by PASCRELL
Voice Vote – 7 YES

WOODLAND PARK BOARD OF EDUCATION **EXECUTIVE SESSION MINUTES** **SEPTEMBER 16, 2013**

ITEMS DISCUSSED EXECUTIVE SESSION I:

- Ms. Baldwin discussed personnel matters on agenda

ITEMS DISCUSSED EXECUTIVE SESSION II:

- Mr. Merlino and Board discussed negotiations with WPEA