

**WOODLAND PARK BOARD OF EDUCATION**

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Woodland Park, N.J. 07424

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**BOARD OF EDUCATION  
WOODLAND PARK  
NEW JERSEY  
NOTICE OF  
BUDGET HEARING/REGULAR MEETING**

**In accordance with the  
Open Public Meetings Act  
P.L. 1975, c. 231, this is to  
Advise that the Woodland Park  
Board of Education will hold a  
Budget Hearing/Regular Meeting April 2, 2009  
The meeting will be held in the  
Mayor and Council Chambers  
Municipal Building  
Brophy Lane  
Woodland Park, NJ  
at 7:00 PM**

**Formal action may be taken**

**THOMAS DIFLURI  
BUSINESS ADMINISTRATOR/BOARD SECRETARY  
WOODLAND PARK BOARD OF EDUCATION**

# **THE WOODLAND PARK BOARD OF EDUCATION**



## **BUDGET/REGULAR MEETING MINUTES**

**April 2, 2009**

**THURSDAY, 7:00 P.M. MAYOR AND COUNCIL CHAMBERS  
MUNICIPAL BUILDING  
BROPHY LANE  
WOODLAND PARK, NJ 07424**

- Agenda:**
- 1. Opening of Meeting**
  - 2. Pledge of Allegiance**
  - 3. Roll Call**
  - 4. Service Presentations**
  - 5. Presentation of the 2009-2010 Budget**
  - 6. Public Hearing-Budget**
  - 7. Adoption of Budget**
  - 8. Start of Regular Meeting**
  - 9. Public Hearing**
  - 10. Approval of Minutes**
  - 11. Register Report**
  - 12. Secretary's Reports**
  - 13. Treasurer's Reports**
  - 14. Bill List**
  - 15. Transfers**
  - 16. Superintendent's Report**
  - 17. Communications**
  - 18. Old Business**
  - 19. Board Attorney's Report**
  - 20. New Business**
  - 21. Public Hearing**
  - 22. Executive Session**
  - 23. Adjournment**

**WOODLAND PARK BOARD OF EDUCATION**

**REGULAR MEETING**

**April 2, 2009**

**CALL TO ORDER**

**ANNOUNCEMENT THAT THE NOTICE REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT HAVE BEEN SATISFIED** - The Board President states that this

meeting of the Woodland Park Board of Education is being held in accordance with the Open Public Meetings Act. Notice of this meeting was provided to the North Jersey Herald & News and has been posted on the door of the Woodland Park Board of Education Administration Building.

**FLAG SALUTE**

**ROLL CALL**

Members Present – Bill Depsee, Steve Fazio, Lori Hinkle, Marian Jordan, Helene Webb, Ron Pascrell, Ida Renne, Keith Tanski, Bob Vargas

Members Absent –

Also Present - Scott Rixford, Tom DiFluri, Peter Tucci, Michele Addice

**PRESENTATION TO: BOB VARGAS FOR 3 YEARS OF DEDICATED SERVICE**

**JOANN CALLARI FOR 25 YEARS OF DEDICATED SERVICE**

**JOYCE MOYER FOR 30 YEARS OF DEDICATED SERVICE**

**ANNOUNCEMENT OF WOODLAND PARK SCHOOLS “TEACHERS OF THE YEAR”**

**ANNOUNCEMENT OF WOODLAND PARK’S “DISTRICT TEACHER OF THE YEAR”**

*Mr. Rixford announced the 2008-2009 Teachers of the Year:*

*Lisa Healy – Charles Olbon- was also named District Teacher of the Year*

*Michelle Herrmann – Beatrice Gilmore*

*Lisette Hernandez – Memorial School*

**2009-2010 - BUDGET HEARING**

**PRESENTATION OF THE 2009-2010 SCHOOL BUDGET**

*Mr. Rixford gave a presentation of the proposed budget*

**PUBLIC HEARING-PERTAINING TO BUDGET MATTERS ONLY**

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welcome you to discuss it with the Superintendent or a Board Member after the meeting or later at a mutually convenient time.

*Sanjay Desai – 186 Mt. Pleasant Ave.*

*Mr. Desai questioned why the budget wasn't posted in which Mr. Rixford explained it was, following all NJ State regulations.*

**209-276- ADOPTION OF THE BUDGET FOR THE 2009-2010 SCHOOL YEAR**

**BE IT RESOLVED**, by the Woodland Park Board of Education, County of Passaic, that the 2009-2010 School District Budget be approved as follows:

	BUDGET	LOCAL TAX LEVY
Total General Fund	\$14,043,120.00	\$12,616,735.00
Total Special Revenue Fund	\$ 423,868.00	N/A
Total Debt Service Fund	\$ 207,190.00	\$ 207,190.00
<b>TOTALS</b>	<b>\$14,674,178.00</b>	<b>\$12,823,925.00</b>

Motion by Renne , Seconded by Vargas ,

Roll Call Vote: 9 YES

**REGULAR MEETING**

**PUBLIC HEARING**

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Sanjay Desai – 186 Mt. Pleasant Ave.

Mr. Desai had a question about the transfers and the tree planting at BG.

**APPROVAL OF MINUTES**

Motion by Vargas , Seconded by Jordan to approve the minutes of the Workshop Meeting of February 5, 2009 and the Regular Meeting of February 26, 2009.

Voice Vote - 9 YES

**APPROVAL REGISTER REPORTS**

Motion by Jordan , Seconded by Fazio to approve the February 2009 Register Report.

Roll Call Vote- 9 YES

**REPORT OF THE SECRETARY**

Motion by Vargas , Seconded by Tanski, to approve the attached report of the Secretary for the month of January 2009 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of January 31, 2009 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 – 9 YES

**TREASURER’S REPORT**

Motion by Vargas , Seconded by Pascrell , to approve the attached Treasurer’s Report for the month of January 2009.

Roll Call Vote - 9 YES

**APPROVAL OF BILL LIST**

Motion by Jordan , Seconded by Depsee , to approve the attached list of bills in the amount of \$327,405.65, which were reviewed and approved by Finance Chairperson, Steven Fazio.

<u>Bill List No.</u>	<u>Amount</u>
#69	\$315,592.59
L6	11,813.06
Total Bill Lists	\$327,405.65

Roll Call Vote – 9 YES

**TRANSFERS**

Motion by Renne , Seconded by Jordan to approve the attached list of transfers for the month of January 2009.

Roll Call Vote - 8 YES

<b><u>Account #</u></b>	<b><u>Acct. Description</u></b>	<b><u>Old Amount</u></b>	<b><u>Adjustment</u></b>	<b><u>New Balance</u></b>
11-000-219-600-00	Supplies & Materials	\$ 16,450.00	\$ 500.00	\$ 16,950.00
11-000-230-331-00	Legal Services	\$ 63,201.00	\$ 10,000.00	\$ 73,201.00
11-000-230-530-00	Communications/Telephone	\$ 30,265.00	\$ 5,000.00	\$ 35,265.00
11-000-230-600-00	Supplies & Materials	\$ 14,640.00	\$ 500.00	\$ 15,140.00
11-000-252-340-00	Purchased Tech Services	\$ 3,375.00	\$ 800.00	\$ 4,175.00
11-000-261-420-00	Clean Repair & Maint Svc	\$ 53,345.00	\$ 1000.00	\$ 54,345.00
11-000-291-270-00	Health Benefits	\$1,770,331.32	(\$19,810.00)	\$1,750,501.32
11-190-100-610-00	General Supplies	\$ 112,504.00	(\$68,000.00)	\$ 44,504.00
11-190-100-640-10	Textbooks	\$ 3,000.00	\$ 40,000.00	\$ 43,000.00
11-190-100-640-30	Textbooks	\$ 15,000.00	\$ 30,000.00	\$ 45,000.00
11-213-100-640-10	Resource Room	\$ 436.00	\$ 10.00	\$ 446.00

**SUPERINTENDENT'S REPORT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**

April 2, 2009

**COMMITTEE REPORTS**

**SUPERINTENDENT WILL DISCUSS**

- District Updates
- Tentative Grade 8 Graduation date

*Mr. Rixford discussed various events that took place at all three schools. He mentioned the April 4<sup>th</sup> forum is cancelled due to a Borough function being held at the same time. If we don't have to use any more allocated snow days, school will be closed Friday, May 22, 2009, and the tentative date for 8<sup>th</sup> Grade graduation will be June 23, 2009.*

**CONSENT AGENDA ITEMS – 209-277 through 209-293**

The following items have been deemed to be non-controversial in a matter of routine business and will be voted on by one motion.

Motion by     Renne    , Seconded by   Depsee  , to accept the recommendation of the Superintendent to approve the following consent agenda number 209-277 through 209-293.

Roll Call Vote – 209-277 thru 209-284 & 209-287 thru 209-293 --- 9 YES  
 209-285 & 209-286 – 8 YES 1 NO – Tanski

**209-277 - TRANSPORTATION CONTRACT**

The Superintendent, upon the advice of the Business Administrator, recommends approval of the contract with Passaic County Educational Services Commission for the following special education bus routes:

Route #	School (s)	Contractor	# of Students	Estimated Cost per route (incl. surcharge)	Starting Date
NWS1	Norman S. Weir	LeNoir's Transport	1	\$8,383.00 + 355.32	2/17/09-6/09
7057	Charles Olbon (7 additional days)	Station Wagon	1	\$558.50 + 0.00	
1113	The Park School	Assist Medical Serv.	1	\$3,189.07 + 127.56	3/6/09-6/09
LIFA	Little Falls School #2	Town & Country	1	\$3,412.40 + 136.50	3/2/09-6/09
LIF2	Little Falls School #2	New Star Express	1	\$136.00 + 5.44	3/16/09-3/18/08

**209-278 - OUT OF DISTRICT PLACEMENT**

The Superintendent recommends ratification of tuition contract with Passaic County Ed Services Commission – The Park School, for student #09-11. Annual tuition \$32,000, to be prorated from 3/5/09, plus transportation.

**209-279 - APPROVAL OF TREE PLANTING**

The Superintendent recommends, on the advice of the Principal of Beatrice Gilmore School, the planting of a tree on the front property of the school in celebration of Arbor Day, April 24, 2009. The planting will be sponsored by the New Jersey Landscape Contractors Association with no cost to the district.

*The following was added at meeting:*

Action also authorizes tree planting in honor of Autism Awareness, at Charles Olbon, to coincide with the Autism Walk being held on April 24, 2009.

**209-280 - MATERNITY LEAVE SECOND EXTENSION – J. LASALA**

The Superintendent requests Board approval of request for a second extension of maternity leave for Joanne LaSala, second grade teacher at Charles Olbon School. The second extension is from September 2009 through the end of the 2009-2010 school year. All leave shall be unpaid. No employer paid health benefits shall be provided. Return to work September 2010.

**209-281- ANNUAL WEST PATERSON FIREMATIC FLEA MARKET & EXPO**

The Superintendent recommends approval for the West Paterson Fire Department to use the Memorial School gymnasium and playground May 2, 2009 & May 3, 2009 (Saturday and Sunday) from 6:00 a.m. to 6:00 p.m. for the Annual Firematic Flea Market & Expo.

**209-282- APPROVAL OF FIELD TRIP – RINGWOOD MANOR**

The Superintendent recommends Board approval for a field trip for 7<sup>th</sup> Grade Social Science students to the Ringwood Manor, Ringwood, NJ, on June 11, 2009. The cost of the trip is \$9.25 per student, which includes tour and busing. This action also authorizes that this venue be added to the approved field trips list.

See Attached

**209-283 - APPROVAL OF STANDARD OPERATING PROCEDURES**

The Superintendent recommends approval of State mandated “Guide for Operating Procedures and Internal Controls”, effective 7/1/2009.

**209-284 - APPROVAL TO HIRE LUNCH/PLAYGROUND AIDE**

The Superintendent requests Board approval to hire Nancy Caravelli as a lunch/playground aide at Charles Olbon School, at a rate of \$11.50/hr., 1hour per day, not to exceed 5 hours per week.

**209-285 - REVISION AND ADOPTION OF EXISTING POLICIES**

The Superintendent recommends approval and adoption of the following revised existing Board Policies:

<u>Policy Number</u>	<u>Policy Name</u>	<u>Mandated/Recommended</u>
0142.1	Nepotism	Mandated



1220	Employment of Chief School Administrator	Mandated
1620	Administrative Employment Contracts	Recommended
6423	Expenditures for Non-Employee Activities, Meals & Refreshments	Recommended
6470	Payment of Claims	Mandated
6510	Payroll Authorization	Mandated
6830	Audit & Comprehensive Annual Financial Report	Mandated
9120	Public Relations Program	Mandated

**209-286 - ADOPTION OF NEW REGULATIONS**

The Superintendent recommends approval and adoption of the following new Regulations:

<u>Policy Number</u>	<u>Policy Name</u>	<u>Mandated/Recommended</u>
R 6471	School District Travel	Mandated
R 7410.01	Facilities Maintenance, Repair Scheduling and Accounting	Mandated

**209-287 - FIRST READING NEW POLICIES**

The Superintendent recommends approval of the first reading of the following new Policies:

<u>Policy Number</u>	<u>Policy Name</u>	<u>Mandated/Recommended</u>
6471	School District Travel	Mandated
6832	Conditions of Receiving State Aid	Recommended

**209-288 - STUDENT TRANSPORTATION CONTRACT TRANSFER AGREEMENT**

The Superintendent recommends approval of Student Transportation Contract Transfer Agreement from Murphy Bus Service to Durham School Services for the 2008-2009 school year, as required by the NJ Dept. of Education.

**209-289 - APPROVAL OF NEW SOCIAL STUDIES & SCIENCE CURRICULUMS**

The Superintendent recommends, on the advice of the Supervisor of Curriculum and Instruction/Academic Programs, Mrs. Narin Stassis, the approval and adoption of the new Social Studies and Science curriculums.

**209-290- APPROVAL OF SUBSTITUTE LIST**

The Superintendent recommends approval of the attached lists of new substitutes for March of the 2008-2009 school year.

**209-291 -ACCEPTANCE OF RESIGNATION**

The Superintendent requests Board approval to accept the resignation of Miques Valle, part time custodian, effective 3/13/2009.

**209-292 - PROFESSIONAL DEVELOPMENT PLAN**

The Superintendent recommends, on the advice of the Supervisor of Curriculum and Instruction/Academic Programs, the formal adoption of the Woodland Park School District Local Professional Development Plan presented on 1/22/09 (Action Request # 209-252), reviewed and approved by the Passaic County Professional Development Board on March 18, 2009.

**209-293 - MEETING RESCHEDULE**

The Superintendent recommends Board approval to move the scheduled date for the May 2009 Regular Meeting from May 21, 2009 to one week earlier on May 14, 2009 to better meet contractual obligation deadlines.

**REGULAR AGENDA ITEMS**

The following items will be voted on by separate motion for each item.

**209- 294 -TRANSPORTATION CONTRACT RENEWAL – Durham School Services**

Approval to renew transportation contract with Durham School Services, continuing with existing routes and level of service (no expansions or reductions), at the State permitted CPI increase of 3.34% for the 2009-2010 school year as follows:

TIER #	ROUTE #	CONTRACTOR	PER DIEM
1	MBG-T1	DURHAM	\$119.13
1	CO-T1	DURHAM	\$119.13
2	MBG-T2	DURHAM	\$119.13
2	CO-T2	DURHAM	\$119.13
3	MBG-T3	DURHAM	\$119.13
3	CO-T3	DURHAM	\$119.13
4	MBG-T4	DURHAM	\$119.13
4	CO-T4	DURHAM	\$119.13
N/A	MBG-5	DURHAM	\$190.41

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,

**Roll Call Vote: ACTION WAS TABLED UNTIL NEXT MEETING BY RENNE, SECONDED BY TANSKI**

**209-295 - APPROVAL OF SUMMER STIPENDS – CHILD STUDY TEAM**

The Superintendent, on the recommendation of Dr. John DiGiovachino, Director of Special Education, requests approval for summer stipends for the members of the child study team, at a rate of \$40.00/hour, not to exceed 50 hours during July and August.

Motion by Renne , Seconded by Depsee ,

**Roll Call Vote – 9 YES**

**209-296 - APPROVAL OF EXTENDED YEAR PROGRAMS**

The Superintendent, on the recommendation of Dr. John DiGiovachino, Director of Special Education, requests Board approval of the Extended School Year (ESY) programs for the preschool disabled, LLD, autistic and personnel in accordance with N.J.A.C. 6A:14-4.3©. Total cost of ESY program not to exceed \$16,776.00. See attached.

Motion by Vargas, Seconded by Renne,

Roll Call Vote – 9 YES

**209-297 – PART TIME CUSTODIAN – REPLACEMENT POSITION**

The Superintendent, on the advice of the Business Administrator and Supervisor of Buildings & Grounds, recommends the EMERGENT hire of Taras Fedak, as part time custodian, up to 27.5 hours per week @ \$20.00 per hour.

Motion by Jordan, Seconded by Depsee,

Roll Call Vote – 9 YES

**209-298 - APPROVAL OF NEW TEXTBOOK PURCHASES-SOCIAL STUDIES**

The Superintendent, on the advice of Narin Stassis, Director of Curriculum and Instruction, requests Board approval for the purchase of new Social Studies textbooks as follows:

GRADE	AMOUNT	VENDOR
3 & 4	\$9,802.14	Houghton Mifflin Harcourt
5, 6, 7	\$29,996.70	Houghton Mifflin Harcourt
8	\$10,005.35	Pearson
TOTAL	\$49,804.19	

Motion by Renne, Seconded by Vargas,

Roll Call Vote- 9 YES

**209-299 - UNIT VENTILATOR REPLACEMENT**

To authorize the Business Administrator to replace non functioning unit ventilator in Guidance Office at Memorial School. Not to exceed \$14,200.

Motion by Renne, Seconded by Depsee,

Roll Call Vote – 9 YES

**WITHDRAWN - 209- 300 - APPROVAL OF NEW TEXTBOOK PURCHASES-SCIENCE**

The Superintendent, on the advice of Narin Stassis, Director of Curriculum and Instruction, requests Board approval for the purchase of new Science textbook materials with specific quote to follow:

**ADDENDUM TO SUPERINTENDENT'S REPORT**

**209-301 -LAPTOP COMPUTER PURCHASE – C. GANDER**

The Superintendent recommends approval to reimburse Chris Gander for purchase of an Apple laptop computer for district use: \$1,283.00

Motion by Depsee , Seconded by Renne ,

Roll Call Vote – 9 YES

**COMMUNICATIONS**

None

**OLD BUSINESS**

None

**BOARD ATTORNEY'S REPORT**

To be given in executive session.

**NEW BUSINESS**

Mr. Vargas told the Board that the Sheriff's Dept. will provide CPR classes for free, but BOE will need to provide materials.

**PUBLIC HEARING**

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*Sanjay Desai – 186 Mt. Pleasant Ave.*

*Mr. Desai, once again, asked why Board elections are not held all day. He was told again that it is too costly. He also thanked Mrs. Hinkle for her part in helping to reinstate the Memorial School play.*

*Karen Criscione –*

*Mrs. Criscione asked Mr. Rixford to repeat the dates of graduation & day off before Memorial Day.*

*John Evans – 112 Highview Dr.*

*Mr. Evans asked the Board where cuts will be made, if necessary.*

**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 9:15 p.m. by Depsee, seconded by Fazio.

Voice Vote – 9 YES

Motion to return to Regular Session at 10:50 p.m. by Fazio, seconded by Renne.

Voice Vote – 9 YES

**209- 302 - MEMORANDUM OF AGREEMENT WPEA**

To approve the Memorandum of Agreement between the Woodland Park Board of Education and the Woodland Park Education Association for period July 1, 2008 through June 30, 2012.

Motion by Renne, Seconded by Pascrell,

Roll Call Vote – 7 YES

2 Recusals – Tanski, Depsee

**209-303 - MERIT COMPENSATION – SUPERINTENDENT**

To approve merit compensation for Scott E. Rixford in accordance with employment contract for the 2008-2009 school year.

Motion by Jordan, Seconded by Renne,

Roll Call Vote – 9 YES

*The Superintendent in turn, donated the entire amount back to the district to benefit students in the area of technology.*

**ADJOURNMENT**

Motion to adjourn at 10:53 p.m. by Vargas , Seconded by Pascrell

Voice Vote – 9 YES

**WOODLAND PARK BOARD OF EDUCATION**  
**EXECUTIVE SESSION**  
April 2, 2009

**ITEMS DISCUSSED:**

- 1) Mr. Tucci discussed Unfair Labor Practice decision.
- 2) Mr. Tucci reviewed the proposed Memorandum of Agreement between the Woodland Park Board of Education and the Woodland Park Education Association. (Everyone left the room during this discussion, except for the negotiations committee; (Fazio, Hinkle, Webb, Jordan) and Mr. Vargas.
- 3) Upon approval of the MOA by the negotiations committee and Mr. Vargas, Mr. Pascrell and Mrs. Renne entered the room to review the agreement.