

WOODLAND PARK BOARD OF EDUCATION
REGULAR MEETING MINUTES
DECEMBER 17, 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 – Francie Keating, Mark Salemi, Tara Hayek, Ron Pascrell, Tanya DaSilva, Tom Bolen

Members Absent – Bob Kassai, Joanne Mitchell, Dina Bargiel (arrived at 7:02pm)

Also Present - Elaine Baldwin, Tom DiFluri, Jeff Merlino

Ms. Baldwin opened the meeting expressing her condolences, sorrow and grief over the tragic incident that occurred in Newtown, CT.

Special Presentation to Tara Hayek

Ms. Baldwin presented Mrs. Hayek with a plaque in appreciation for her dedicated service as a member of the Board of Education.

Special Presentation by Jeff Merlino – HIB and Governance

Mr. Merlino updated the Board and viewers on the HIB laws, which went into effect last year. He outlined the law and gave a few examples as to what is considered HIB, what's very close and what is not. He said the State is looking further into this law, as to better define and determine what is considered HIB. He then explained the procedure that is followed once there is an HIB. He also gave a refresher on the responsibilities of a Board member.

213-99 -APPROVAL OF MINUTES

Motion by HAYEK Seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the November 5, 2012 Special meeting, the November 12, 2012 regular meeting.

Roll call: 7 YES

Motion by HAYEK Seconded by KEATING

BE IT FURTHER RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Executive Session minutes of the November 12, 2012 Special meeting, the November 12, 2012 regular meeting.

Roll call: 7 YES

213-100 - APPROVAL OF REGISTER REPORT

Motion by HAYEK Seconded by KEATING

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

Roll Call: 7 YES

BOARD ACTION

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.

Erik Luker, a Woodland Park police officer, on behalf of the WPPBA 173, donated \$500 to children in need of clothing in order to conform to the dress code and to autistic needs.

SUPERINTENDENT'S REPORT

Ms. Baldwin stated that she had been in contact with the Mayor, Police Chief, Board and Administration all weekend in regards to the tragic incident in Newtown and the impact it might have on our students Monday morning. Her main concern was to ensure that the students feel safe and secure and that the staff were ready to address any concerns they might have. Ms. Baldwin will meet with the Police Chief and Mayor on Tuesday to do a security audit to make sure we have everything in place. She assured the public that we will do everything humanly possible to ensure the safety of the children.

Ms. Baldwin commented on how wonderful the CO and Memorial holiday concerts were. She also said BG's concert was this Wednesday and wished everyone a Happy Holiday.

BOARD ATTORNEY'S REPORT

NEW BUSINESS

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

213-101 -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 December of the 2012-2013 school year per the Passaic County Educational Services Commission.

Roll Call: 7 YES

213-102 –MATERNITY LEAVE REPLACEMENT

Motion by SALEMI Seconded by PASCRELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the appointment of Yudelki Nunez-Rosario as a maternity leave replacement for ESL at Memorial School, effective January 7, 2013 to June 30, 2013, at a per diem rate of \$150.

Roll Call: 7 YES

213-103 HIRE OF LUNCH AIDE – MEMORIAL SCHOOL

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 Gloria Ortiz, as a lunch aide at Memorial School, effective December 18, 2012 through June 30, 2013, at a rate of \$13.64/hr, not to exceed 7.5 hours per week.

Roll Call: 7 YES

213-104 – EXTENSION OF TERMS FOR ACTING PRINCIPAL

Motion by SALEMI Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to extend Janet Kolano’s terms as Acting Principal at Charles Olbon School through January 31, 2013 or earlier depending on the return date of Ms. Dewey.

Roll Call: 7YES

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

213-105 - 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 #2013-03, for the reasons set forth in the Superintendent’s decision to the student’s parents.

Roll Call: 7 YES

213-106 – McREL SUBMISSION

Motion by BARGIEL Seconded by PASCRELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the submission of the McREL evaluation instrument for teachers to the State Department of Education.

Roll Call: 7 YES

213-107 – KIM MARSHALL SUBMISSION

Motion by BARGIEL Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the submission of the Kim Marshall Rubrics, for evaluation of Principal/Supervisors, to the State Department of Education.

Roll Call: 7 YES

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

213-108 - SECRETARY/TREASURER REPORTS

Motion by KEATING Seconded by BARGIEL

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 October 2012 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of October 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

213-109 - 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 \$473,748.34

<u>Bill List No.</u>	<u>Amount</u>
#C63	\$ 25,673.69
#64	\$336,360.84
#F65	\$ 27,314.36
#L10	\$ 84,399.45
Total Bill List	\$473,748.34

Roll Call Vote: 7 YES

213-110 - TRANSFERS

Motion by KEATING Seconded by DASILVA

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

Roll Call Vote : 7 YES

<u>Account #</u>	<u>Acct. Description</u>	<u>Old Amount</u>	<u>Adjustment</u>	<u>New Balance</u>
11-000-221-610-00	Instruction Supplies	\$ 203.00	\$600.00	\$ 803.00
11-000-291-242-00	Other Retirement Contrib	\$ 206,851.00	(\$600.00)	\$ 206,251.00

213-111 -PCESC – 2012-2013 TRANSPORTATION CONTRACT

Motion by KEATING Seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the transportation contract with PSESC for the following 2012-2013 bus routes:

<u>Route#</u>	<u>School (s)</u>	<u>Contractor</u>	<u># of Students</u>	<u>Estimated Cost per Route (+ surcharge)</u>	<u>Starting Date</u>
6114	Norman Bleshman	STS Trans	1	17,934.00 + 717.36	11/5/12

Roll Call: 7 YES

213-112 - CONTRACT RENEWAL – PAYROLL SERVICES

Motion by KEATING Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve contract renewal with Action Data Services to provide payroll and third party payment services in accordance with N.J.A.C.5:30-17.4 from January 1, 2013 to December 31, 2014.

Roll Call: 7 YES

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

213-113 - EMERGENCY GENERATOR

Motion by PASCRELL Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to authorize the business administrator to purchase a 36 KW natural gas powered emergency generator for Memorial School. FEMA will fund \$11,398 of the total purchase price, including installation, approximately \$18,000.

Roll Call: 7 YES

A discussion ensued as to the placement and the usage of the generator.

Mr. Pascrell informed the Board that the new sign has been installed in front of Memorial School.

POLICY: Mr. Kassai will report on Policy matters:

Ms. Baldwin informed the Board that the Woodland Park policy manual is now posted on the website.

OLD BUSINESS

Ms. Baldwin read a statement on behalf of Board President Joanne Mitchell in regards to the Boards actions of the last three years and wishing everyone a Happy Holiday.

PUBLIC HEARING

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No one wished to be heard.

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 7:55 p.m. by HAYEK, seconded by KEATING

Voice Vote – 7 YES

Motion to return to Regular Session at 8:09 p.m. by KEATING, seconded by PASCRELL.

Voice Vote – 7 YES

ADJOURNMENT

Motion to adjourn at 8:10 p.m. by KEATING, Seconded by SALEMI

Voice Vote – 7 YES

EXECUTIVE SESSION MINUTES

DECEMBER 17, 2013

ITEMS DISCUSSED:

- Ms. Baldwin discussed HIB incidents with the Board - #'s 2013-05, 2013-06, 2013-07.