

WOODLAND PARK BOARD OF EDUCATION

853 Mc Bride Avenue
Woodland Park, N.J. 07424

PAUL MURPHY
Business Administrator/Board Secretary

Tel: (973) 317-7720
Fax: (973) 317-7723
E-mail: pmurphy@wpschools.org

**BOARD OF EDUCATION
WOODLAND PARK
NEW JERSEY
NOTICE OF
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 Regular Meeting
Monday, February 8, 2021**

**The meeting will be held in the
Municipal Building
5 Brophy Lane
Woodland Park, NJ
at 7:00 PM**

**THE MEETING WILL BE OPEN FOR PUBLIC ATTENDANCE
FOLLOWING GOVERNOR MURPHY'S EXECUTIVE ORDERS
SOCIAL DISTANCING AND MASKS ARE MANDATORY**

**To access the meeting, please visit the Board's website
on or before that time at, www.wpschools.org,
for access information. Members of the public
will be able to participate in the meeting remotely
during the public participation sections of the agenda;
However, all public comments should be submitted via email
to pmurphy@wpschools.org before or during the meeting
and will be included in the record.**

Formal action may be taken

**PAUL MURPHY
BUSINESS ADMINISTRATOR/BOARD SECRETARY
WOODLAND PARK BOARD OF EDUCATION**

THE WOODLAND PARK BOARD OF EDUCATION
REGULAR MEETING
FEBRUARY 8, 2021

MONDAY, 7:00 P.M. MUNICIPAL BUILDING
5 BROPHY LANE
WOODLAND PARK, NJ 07424

- Agenda:**
- 1. Opening of Meeting**
 - 2. Pledge of Allegiance**
 - 3. Roll Call**
 - 4. Public Hearing**
 - 5. Approval of Minutes**
 - 6. Superintendent's Report**
 - 7. Board Attorney's Report**
 - 8. Business Administrator's Report**
 - 9. Committee Reports**
 - 10. Old Business**
 - 11. New Business**
 - 12. Public Hearing**
 - 13. Executive Session**
 - 14. Adjournment**

Mission

The Mission of the Woodland Park School District is to provide a well-rounded educational experience which will prepare our students to develop high levels of academic achievement, engage in a lifelong desire to learn and develop a deep respect for life, individuality and diversity in the 21st century and our global society.

Vision

To work collaboratively in order to foster an environment that supports continuous learning and achievement for all stakeholders in our community.

In order to achieve this, we are committed to continuous job-embedded learning for all educators.

THE WOODLAND PARK BOARD OF EDUCATION
REGULAR MEETING
FEBRUARY 8, 2021

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 Record & Herald News

FLAG SALUTE

ROLL CALL

Members Present -
Members Absent –
Also Present -

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. In accordance with Bylaw 0167, statements will be limited to 3 minutes in duration.

221-175 - APPROVAL OF MINUTES

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the minutes of the December 28, 2020 special meeting and the January 4, 2021 reorg/regular meeting.

BE IT FURTHER RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Executive Session minutes of the January 4, 2021 reorg/regular meeting.

Roll Call:

SUPERINTENDENT'S REPORT

BOARD ATTORNEY'S REPORT

BUSINESS ADMINISTRATOR'S REPORT

CONSENT AGENDA ITEMS

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 _____ Seconded by _____ to accept the recommendation of the Superintendent to approve the following consent agenda numbers 221-176 through 221-186.

Roll Call:

221-176 - APPROVAL OF REGISTER REPORT

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the January 2021 Register Report.

221-177 - SECRETARY/TREASURER REPORTS

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 December 2020 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of December 31, 2020 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”

221-178 - APPROVAL OF BILL LIST

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of bills in the amount of \$488,333.84, approved by finance committee chairperson, Jairo Rodriguez.

| <u>Bill List No.</u> | <u>Amount</u> |
|----------------------|---------------|
| #68 | \$434,308.28 |
| #L52 | \$ 54,025.56 |

221-179 - TRANSFERS

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of transfers for the month of December 2020.

| <u>Account #</u> | <u>Acct. Description</u> | <u>Old Amount</u> | <u>Adjustment</u> | <u>New Balance</u> |
|--------------------------|---------------------------|-------------------|-------------------|--------------------|
| 11-000-216-320-00-00-060 | Students Speech Rel Serv | \$263,332.00 | \$20,000.00 | \$283,332.00 |
| 11-000-262-420-00 | Clean Repair & Maint | \$ 10,650.00 | (\$15,00.00) | \$ 9,150.00 |
| 11-000-262-610-00 | General Supplies | \$109,100.00 | \$1,500.00 | \$110,600.00 |
| 11-000-291-280-00 | Tuition Reimbursement | \$ 18,000.00 | \$500.00 | \$ 18,500.00 |
| 11-000-291-290-00 | Other Employee Benefits | \$ 10,850.00 | (\$500.00) | \$ 10,350.00 |
| 11-190-100-340-00 | Purch Technical Svc | \$127,650.00 | \$1,000.00 | \$128,650.00 |
| 11-190-100-610-00 | General Supplies | \$152,350.00 | (\$1,000.00) | \$151,350.00 |
| 11-204-100-101-00-00-070 | Salaries of Teachers | \$181,175.00 | \$10,000.00 | \$191,175.00 |
| 11-204-100-106-00-00-060 | Other Sal for Instr | \$ 45,540.00 | \$10,000.00 | \$ 55,540.00 |
| 11-214-100-101-00-00-065 | Salaries of Teachers | \$ 75,910.00 | (\$10,000.00) | \$ 65,910.00 |
| 11-214-100-106-00-00-070 | Other Sal for Instr | \$ 38,226.00 | (\$10,000.00) | \$ 28,226.00 |
| 11-216-100-101-00-00-065 | Sal Teach FT Pre Disabled | \$147,020.00 | (\$10,000.00) | \$137,020.00 |
| 11-216-100-106-00-00-065 | Oth Sal FT Pre Disabled | \$ 96,232.00 | (\$10,000.00) | \$ 86,232.00 |

221-180 - APPROVAL OF NEW SUBSTITUTES

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the substitute teacher list for January of the 2020-2021 school year, as per the Northern Regional Educational Services Commission.

221-181 - APPROVAL OF MATERNITY/FAMILY LEAVE – J. PARTRIDGE

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve leave under the Federal Family Leave Act, for Jaimie Partridge, from April 15, 2021– June 15, 2021, utilizing accumulated days. Upon the completion of FFL, leave will be taken under the NJ Family Leave Act, from June 16, 2021– September 7, 2021. Expected return to work September 8, 2021.

221-182 - APPROVAL OF MATERNITY/FAMILY LEAVE – S. KRASNOMOWITZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve leave under the Federal Family Leave Act, for Samantha Krasnomowitz, from May 10, 2021-the end of the school year, continuing September 1, 2021-September 29 of October 6, 2021 (contingent on the last day of school), using accumulated days. Upon the completion of the FFLA, an extended leave of absence is requested through December 31, 2021, without pay or benefits. Expected return to work January 3, 2022.

221-183 - APPROVAL OF MATERNITY/FAMILY LEAVE – R. TAVERAS

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve leave under the Federal Family Leave Act, for Rosely Taveras, from May 17, 2020 – the end of the school year, using accumulated days. Upon completion of FFL, leave will be taken under the NJ Family Leave Act, from September 1, 2020-November 24, 2020. Expected return to work, November 29, 2020.

221-184 - APPROVAL OF MEDICAL LEAVE OF ABSENCE – D. BARTOLOMEO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve leave under the Federal Family Leave Act, for Danielle Bartolomeo, from January 27, 2021-April 28, 2021 using accumulated days. Expected return to work April 29, 2021.

221-185 APPROVAL OF MATERNITY/FAMILY LEAVE – G. D’ASTOLFO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve leave under the Federal Family Leave Act, for Gina D’Astolfo, from May 25, 2021-end of the school year, using accumulated days. Upon completion of FFL, leave will be taken under the NJ Family Leave Act from September 1, 2021-November 24, 2021. Upon completion of NJFL, extended leave is requested from November 29, 2021-December 31, 2021, without pay or benefits. Expected return to work January 3, 2022.

221-186 - APPROVAL OF 2021-2022 SCHOOL CALENDAR

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the 2021-2022 school calendar, as attached.

REGULAR AGENDA ITEMS

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

PERSONNEL:

221-187 - WORKSHOP/TRAVEL REIMBURSEMENT – AMENDMENT & RATIFICATION

Motion by ____ Seconded by ____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to amend and ratify approval of the attendance of and costs of attendance including registration fees and statutorily authorized travel expenditures for the following listed district employees for the 2020-2021 school year. (Previously approved on 11/23/2020 for 1/14/21 at a cost of \$289)

Roll Call:

| Name | Activity | Date | Fee | Travel | Expenses |
|------------|-------------------------------|--------|-------|--------|----------|
| Anna Szorc | Foundations Level 2 (Virtual) | 2/4/21 | \$300 | NA | NA |

221-188 - MENTOR POSITION IN NJ PRINCIPALS SUPERVISORS ASSOC. NJ LEADERS 2 LEADERS PROGRAM - M. PILLARI

Motion by ____ Seconded by ____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION that Dr. Michele Pillari be and is hereby authorized and permitted to mentor new school administrators on weekends, on her vacation time, and/or at other times when she is not required to be present in the District, and she shall retain any honoraria paid for same.

Roll Call:

221-189 - APPROVAL OF JOB DESCRIPTION – DIRECTOR OF FACILITIES & SECURITY

Motion by __, Seconded by __

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the job description of Director of Facilities & Security, as attached.

Roll Call:

221-190 - APPROVAL OF NEW POSITION - DIRECTOR OF FACILITIES & SECURITY

Motion by __, Seconded by __

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the new position of Director of Facilities & Security.

Roll Call:

EDUCATION:

221-191 - RESOLUTION REQUESTING GOVERNOR MURPHY TO INCLUDE PUBLIC SCHOOL DISTRICT PERSONNEL IN THE OFFICIAL EXPERT VACCINE ALLOTMENT PANEL'S DEFINITION OF FRONTLINE WORKERS

Motion by ____ Seconded by ____

WHEREAS, the Woodland Park Board of Education recognizes that the United States, the State of New Jersey and local health authorities, as well as the World Health Organization, have declared a public health emergency regarding the Coronavirus or COVID-19 pandemic; and WHEREAS, the federal and state authorities have put in place guidance detailing the precautionary measures schools must implement to stop its spread of this disease; and WHEREAS, public schools have a profound impact on millions of students, families and staff and are charged with the care, education, nourishment of their students and are an integral part of the health and safety of our communities; and WHEREAS, our district has responded to the challenges brought about by the COVID-19 pandemic, providing students and staff members with the technology and resources necessary to ensure the efficient delivery of instruction, virtually and in-person; and WHEREAS, the board has a substantial public interest in protecting the health and safety of its students, staff, and community and ensuring that the district can provide staff and students with a safe and effective educational environment that supports student achievement; and WHEREAS, the board recognizes that this health emergency made it necessary to close schools and reinvent the educational programs in a virtual setting and that this may have an adverse impact on student achievement and the emotional and social wellbeing of students; and WHEREAS, the COVID-19 Vaccination Plan published by the State of New Jersey Department of Health (December 15, 2020, pgs. 36-37) prioritizes the availability of vaccines to "essential workers" in Phase 1B of the vaccine protocol; and WHEREAS, school district staff at all levels are essential to the day-to-day operations of this district, responsible for the thorough and efficient education of all students and their social and emotional wellbeing, are critical for virtual and in-class instruction and are "essential workers;" NOW, THEREFORE, BE IT RESOLVED the Woodland Park Board of Education finds a substantial public purpose exists to request that Governor Murphy give appropriate priority in the statewide administration of the COVID-19 vaccine to all public school district personnel. COVID-19 Vaccination Plan published by the State of New Jersey Department of Health, see: <https://nj.gov/health/legal/covid19/NJ%20Interim%20COVID-19%20Vaccination%20Plan%20-%20Revised%2012-15-20.pdf>

RESOLVED, that a copy of this resolution shall be forwarded to members Kristin Corrado, Christopher DePhillips, Kevin Rooney of the 40th legislative district delegation, Assembly Speaker Craig J. Coughlin, Senate President Stephen M. Sweeney, Governor Phil Murphy, and to the New Jersey School Boards Association.

Roll Call:

FINANCE:

221-192 - ACCEPTANCE OF THE 2020 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Motion by ____, Seconded by __.

BE IT RESOLVED, THE WOODLAND PARK BOARD OF EDUCATION has received and accepts the audit report for the fiscal year ended June 30, 2020, prepared by Wiekotz & Co., Certified Public Accountants and further resolved, that the Woodland Park Board of Education has reviewed and discussed the audit recommendations and has approved the Corrective Action Plan for the audit recommendations.

| RECOMMENDATION NUMBER | CORRECTIVE ACTION REQUIRED BY THE BOARD | METHOD OF IMPLEMENTATION | PERSON RESPONSIBLE FOR IMPLEMENTATION | PLANNED COMPLETION DATE OF IMPLEMENTATION |
|--|---|--|---------------------------------------|---|
| Financial Accounting Reporting 2020-01 | Implement procedure to ensure all retirees are removed from | Within 60 days of retirement all employees will be marked as | Business Administrator | Immediately |

| | | | | |
|---|---|--|------------------------|-------------|
| Dental insurance bills included two retirees for all of 2019-2020. | dental insurance in a prompt manner. | terminated for date 30 days after retirement date on dental website. | | |
| 2020-02 One purchase order tested exceeded threshold that did not have quotes solicited. | That quotes be solicited for purchases exceeding the threshold and be attached to purchase order. | Quotes will be solicited for all purchase orders exceeding the threshold and will be attached to the purchase order. | Business Administrator | Immediately |

221-193 - ACCEPTANCE OF SETTLEMENT AGREEMENT

Motion by __, Seconded by __

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to accept the settlement agreement, 2:19-CV-12557, as attached.

Roll Call:

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

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. In accordance with Bylaw 0167, statements will be limited to 3 minutes in duration.

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 _____ p.m. by _____, seconded by _____
Voice Vote:

Motion to return to Regular Session at _____ p.m. by _____, seconded by _____
Voice Vote:

ADJOURNMENT

Motion to adjourn at ___ p.m. by _____, Seconded by _____

Voice Vote:

WOODLAND PARK BOARD OF EDUCATION
EXECUTIVE SESSION

ITEMS DISCUSSED: