

**THE WOODLAND PARK BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES**  
**JANUARY 22, 2018**

**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 – Jo-Anne Mitchell, Maria Flynn, Tom Bolen, Maryann Perro, Dina Bargiel, Jairo Rodriguez, Lisa Marshall

Members Absent – Laura Vargas, Mark Salemi (arrived at 7:00pm)

Also Present - Michele Pillari, Tom DiFluri

**Kathy Helewa, from NJSBA, conducted an Ethics Training session with the Board. The Board members signed their Code of Ethics Agreement.**

**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.

No one wished to be heard.

**218-148 - APPROVAL OF MINUTES**

Motion by BARGIEL Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the minutes of the December 11, 2017 workshop meeting and the December 18, 2017 regular meeting.

BE IT FURTHER RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Executive Session minutes of the December 11, 2017 workshop meeting and the December 18, 2017 regular meeting.

Roll Call: 8 YES

**SUPERINTENDENT'S REPORT**

Dr. Pillari reported on different activities and events happening at all three schools. She stated that the Special Ed department has expanded participation in the SEMI program. The FY 17 results demonstrated high achievement in the SEMI Program, garnering 100% of parent consent and 170% of projected revenue. She said DLM training is underway, to prepare for Spring administration. *Mrs. Mitchell asked what DLM stands for and if this is something new. Dr. Pillari said its special ed testing.* Mrs. McGlame is working closely with students of the Anti-Bulling Alliance group. The layout for camera installation has been updated and we're waiting on final quote to move forward. The bandwidth upgrade will be completed tomorrow. We are looking into ALICE, a protocol to be used for intruders. Narcan administration training will take place for all staff members on building crisis teams. Dr. Pillari thanked the Municipal Alliance for sponsoring the 8<sup>th</sup> Grade's participation in the Reality Check Program. She also congratulated the teachers and staff members who were selected for the Governor's Teacher & Support Staff member of the year. They will be recognized at a meeting later this year.

## **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 MITCHELL Seconded by FLYNN to accept the recommendation of the Superintendent to approve the following consent agenda numbers 218-149 through 218-155.

Roll Call: 8 YES

### **218-149 - APPROVAL OF REGISTER REPORT**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the December 2018 Register Report.

### **218-150 - 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 2017 "Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of December 31, 2017 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"

### **218-151- 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 \$276,063.00, approved by the business administrator.

<u>Bill List No.</u>	<u>Amount</u>
#66	\$213,890.62
L18	\$ 62,172.38

### **218-152 - TRANSFERS**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of transfers for the months of December 2017.

<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	\$ 230,352.00	(\$9,973.00)	\$ 220,379.00
11-000-218-500-00-00-070	Other Purch Services	\$ 3,600.00	\$ 50.00	\$ 3,650.00
11-000-230-100-00	Salaries Administration	\$ 235,326.00	\$40,000.00	\$ 275,326.00
11-000-230-100-00	Salaries Administration	\$ 275,326.00	(\$22,100.00)	\$ 253,226.00
11-000-230-590-00	Other Purch Serv	\$ 48,495.00	\$22,100.00	\$ 70,595.00
11-000-240-103-00-00-070	Salaries of Principals	\$ 165,072.00	\$60,000.00	\$ 225,072.00
11-000-251-100-00	Salaries	\$ 316,700.00	\$40,000.00	\$ 356,700.00
11-000-251-100-00	Salaries	\$ 356,700.00	(\$200.00)	\$ 356,500.00
11-000-251-592-00	Miscel Purch Services	\$ 11,150.00	\$ 200.00	\$ 11,350.00
11-000-261-610-00	General Supplies	\$ 21,524.00	\$ 713.00	\$ 22,237.00
11-000-262-420-00	Clean Repair & Maint	\$ 16,100.00	\$ 8,000.00	\$ 24,100.00
11-000-263-420-00	Grounds Repair & Maint	\$ 34,500.00	\$ 1,000.00	\$ 35,500.00
11-110-100-101-00-00-065	Kindergarten Sal of Teach	\$ 473,089.00	(\$45,000.00)	\$ 428,089.00
11-120-100-101-00-00-060	Grades 1-5 Sal of Teach	\$1,969,567.00	(\$925,000.00)	\$1,044,567.00
11-120-100-101-00-00-065	Grades 1-5 Sal of Teach	\$ 72,486.00	\$925,000.00	\$ 997,486.00
11-130-100-101-00-00-070	Grades 6-8 Sal of Teach	\$2,014,215.00	(\$140,000.00)	\$1,874,215.00
11-213-100-106-00-00-060	Resource Rm Sal of Aides	\$ 2,000.00	\$ 23,000.00	\$ 25,000.00
11-213-100-106-00-00-070	RR Sal of Aides	\$ 2,000.00	\$ 22,000.00	\$ 24,000.00
11-240-100-610-30-00-070	Bilingual Gen Supplies	\$ 1,100.00	\$ 210.00	\$ 1,310.00

**218-153 - HIB DECISION**

BE IT RESOLVED THE WOODLAND PARK BOARD OF EDUCATION, hereby affirms the Superintendent's decision in HIB Investigations #2018-01, 2018-02, 2018-03 & 2018-04 for the reasons set forth in the Superintendent's decision to the student's parents.

**218-154 - APPROVAL OF NEW SUBSTITUTES**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the new substitute teacher list for January of the 2017-2018 school year, per the Northern Regional Educational Services Commission.

**218-155 - APPROVAL OF MATERNITY LEAVE- S. NUNEZ**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve maternity leave for Sara Nunez, ESL teacher, under the Federal Family Leave Act, effective April 9, 2018 – May 7, 2018, concurrently utilizing accumulated sick time. Following that, leave is requested under the NJ Family Leave Act until June 30, 2018. Expected return to work, September 2018.

**REGULAR AGENDA ITEMS**

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

**Personnel:****218-156 - APPOINTMENT OF HIRE – PT AIDE – I. CORSETTO**

Motion by MITCHELL Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Isabel Corsetto, as a part time aide at CO, not to exceed 27.5 hrs. per week, @ \$19.00/hr., no benefits, as per current WPEA contract. Effective pending clearance of paperwork-June 30, 2018.

Roll Call: 8 YES

**218-157 - APPROVAL OF HOME INSTRUCTION**

Motion by PERRO Seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve home instruction for student ID#31822, 2 hrs. per week in math, provided by Jessica Riviera, 2 hrs. per week in Social Studies, provided by Jennifer Potter, and 4 hrs. per week in Language Arts, provided by Elizabeth Rice, each at a rate of \$40/hr. Effective January 23, 2018-TBD.

Roll Call: 7 YES, 1 NO-BOLEN

**218-158 - APPROVAL OF STAFF CLASS CHANGE- A. COLUCCI**

Motion by MITCHELL Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve staff class change for Allison Colucci, from Class II, Step 4-5, \$63,070 to Class III, Step 4-5, \$67,620, effective February 1, 2018, as per the WPEA salary guidelines.

Roll Call: 8 YES

**218-14A-APPROVAL OF ADMINSTRATIVE INTERNSHIP**

Motion by BARGIEL, Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve Lynn Naughton, student at Thomas Edison State University, to complete administrative internship hours with Dr. Pillari.

Roll Call: 8 YES

**218-15A-APPROVAL OF HOME INSTRUCTION**

Motion by MITCHELL, Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve home instruction for student ID #31583 in Social Studies, for 2 hours per week, starting January 29, 2018 – TBD. Instruction to be provided by Jennifer Caputo at a rate of \$40/hr.

Roll Call: 7 YES, 1 NO-BOLEN

**Education:****218-159 - WORKSHOP/TRAVEL REIMBURSEMENT**

Motion by BARGEIL, Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the following travel reimbursements for the 2017-2018 school year:

Name	Activity	Date	Fee	Travel
Meghan McGinnis	NJAGC 27 <sup>th</sup> Ann. G&T Conf.	3/23/18	\$219	\$39.31
Lynn Roehrich	NJSSNA Spring Conf.	3/16-3/17 2018	\$224	\$33.38
Susan Mittler	TESOL Spring Conf.	5/30/18	\$199	\$32.32

Roll Call: 8 YES

**Policy:****218-160 - APPROVAL OF POLICY & REGULATION REVISIONS-TABLED**

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

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the revision of the following existing policies & regulations:

*Mrs. Mitchell retracted her motion. She made another motion to table the resolution until the policy committee can discuss. Mr. Bolen seconded it.*

**Roll Call: 8 YES**

POLICY/REGULATION #	POLICY/REGULATION	MANDATED/RECOMMENDED
3437	Military Leave	Recommended
4437	Military Leave	Recommended
R7101	Educational Adequacy of Capital Projects	Recommended
7440	School District Security	Mandated
8630	Bus Driver /Bus Aide Responsibility	Mandated
R8630	Emergency School Bus Procedures	Mandated

**218-161 - APPROVAL OF NEW POLICIES & REGULATIONS- 1<sup>ST</sup> READING**

Motion by MITCHELL, Seconded by BOLEN

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the first reading of the following new policies & regulations:

POLICY/REGULATION #	POLICY/REGULATION	MANDATED/RECOMMENDED
0169.02	Board Member Use of Social Networks	Suggested
5516.01	Student Tracking Devices	Suggested
7425	Lead Testing of Water in Schools	Recommended
R7440	School District Security	Mandated
7441 & R7441	Electronic Surveillance in School Buildings and on School Grounds	Mandated
8507	Breakfast Offer Versus Serve (OVS)	Mandated
9242	Use of Electronic Signatures	Recommended

Roll Call: 8 YES

## **COMMITTEE REPORTS**

**Buildings & Grounds:** Mr. Bolen stated that the B&G committee met before the meeting. They discussed the proposed plan to air condition Memorial's cafeteria, as well as partitioning off part of it to make a classroom. They discussed the options/benefits of a permanent wall vs. a retractable wall. The committee decided that the retractable wall would be best.

## **218-13A - APPROVAL OF MEMORIAL SCHOOL CAFETERIA CONSTRUCTION PROJECT**

Motion by BOLEN Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to authorize Comerro-Montalbano Architects to prepare plans and specifications for Memorial School cafeteria air conditioning and classroom divider project and submit project application to the NJDOE. Estimated cost of project, \$250,000.  
Roll Call: 8 YES

**Personnel:** The negotiations committee is on waiting on dates to meet with the WPPSA. They want to find a mutual date in which everyone can be there.

## **OLD BUSINESS**

Mr. Bolen stated that at a previous meeting, he suggested having a tech firm come in to evaluate our tech security and wanted to know the status. *Dr. Pillari said she was reaching out to our police chief, as well as our neighboring school districts and their respective police chiefs, to have a combined presentation.*

Dr. Salemi asked about the status of the hand scanners. *Dr. Pillari and Mr. DiFluri said the process is started and the roll out will take about 1 month to implement.*

## **NEW BUSINESS**

Mrs. Marshall asked the Board to look over the school calendar for next year. She also stated that she changed some of the committee members around. Mrs. Marshall asked the Board to provide feedback/suggestions as to the summer remedial/enrichment program so Dr. Pillari knows what direction the Board wants her to go in. Mrs. Mitchell stated that Board members are not educator's and aren't qualified to make such decisions and that would be bordering on micro-managing. Dr. Pillari said the Board can decide things as to cost/no cost, just remedial, charge for enrichment, etc. Dr. Pillari brought in a laptop for the board to see, with the suggestion that each Board member would receive one to use at meetings to go along with the district going paperless. The Board had mixed feelings about it. Then several board members discussed accessing district email. Dr. Pillari said she would have Matt Cielo, Tech Coordinator, attend the next workshop meeting to go over the basics of password use with district email. Mrs. Marshall reminded everyone that the education & finance committees will meet at 6:00pm, prior to the workshop meeting on 2/12.

## **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.

No one wished to be heard

## **ADJOURNMENT**

Motion to adjourn at 7:50 p.m. by MITCHELL, Seconded by FLYNN

Voice Vote: 8 YES