

THE WOODLAND PARK BOARD OF EDUCATION
REGULAR MEETING MINUTES
MARCH 21, 2016

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, Maryann Perro, Tom Bolen, Maria Flynn, Ron Pascrell, Dina Bargiel, Bob Kassai, Mark Salemi

Members Absent – Lisa Marshall

Also Present - Michele Pillari, Tom DiFluri

The Board met with the Mayor and Council for their annual joint meeting to discuss shared services between both entities. Facility improvements at Memorial Field were discussed. The Mayor suggested the Buildings & Grounds committee meet with the borough's committee to discuss several options of adding bathrooms at Memorial field. He also thanked the board for allowing use of Memorial & BG for the summer camp this year.

Adjourn to regular meeting 7:00pm:

Motion by SALEMI, seconded by BOLEN

Roll Call: 8 YES

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Members Present – Jo-Anne Mitchell, Maryann Perro, Tom Bolen, Maria Flynn, Ron Pascrell, Dina Bargiel, Bob Kassai, Mark Salemi

Members Absent – Lisa Marshall

Also Present - Michele Pillari, Tom DiFluri, Jeff Merlino

The Young Audience Program, in conjunction with William Paterson University, held a program at Charles Olbon School. The members of the program showed the Board some of what's done during the workshop. It not only benefits the students, it's a resource for teachers as well.

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.

216-202 - APPROVAL OF MINUTES

Motion by SALEMI Seconded by BOLEN

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the minutes of the February 22, 2016 regular meeting.

BE IT FURTHER RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Executive Session minutes of the February 22, 2016 regular meeting.

Roll Call: 8 YES

SUPERINTENDENT'S REPORT

The Superintendent acknowledged students who participated in the annual Passaic County poster contest and will recognize the winners at the next board meeting. The schools are preparing for PARCC testing, which will take place 4/5-5/13. The ELL testing is finishing up now.

BOARD ATTORNEY'S REPORT

Executive session will be needed for personnel litigation and contract negotiations.

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 SALEMI Seconded by MITCHELL to accept the recommendation of the Superintendent to approve the following consent agenda numbers 216-203 through 216-212.

Roll Call: 8 YES

216-203 - APPROVAL OF REGISTER REPORT

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the February 2016 Register Report.

216-204 - 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 February 2016 "Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of February 29, 2016 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"

216-205 - 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 \$356,815.04

<u>Bill List No.</u>	<u>Amount</u>
#68	\$301,288.73
L18	\$ 55,526.31

216-206 - TRANSFERS

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of transfers for the months of February 2016.

<u>Account #</u>	<u>Acct. Description</u>	<u>Old Amount</u>	<u>Adjustment</u>	<u>New Balance</u>
11-000-216-320-00	Students-Speech/Rel Serv	\$ 313,989.00	\$300.00	\$ 314,289.00
11-000-218-600-20	Guidance & Testing	\$ 4,000.00	(\$1,600.00)	\$ 2,400.00
11-000-221-610-00	Instruction Supplies	\$ 1,330.00	\$ 20.00	\$ 1,350.00
11-000-251-592-00	Miscl Purch Services	\$ 12,765.00	\$620.00	\$ 13,385.00
11-000-251-600-00	Supplies and Materials	\$ 8,259.00	(\$620.00)	\$ 7,639.00
11-000-291-241-00	Other Retirement Contrib	\$ 193,649.00	(\$320.00)	\$ 193,329.00
11-130-100-101-00	Grades 6-8 Sal of Teach	\$2,125,377.00	(\$7,254.00)	\$2,118,123.00
11-213-100-101-00	Salaries Resource Room	\$ 566,630.00	(\$8,358.00)	\$ 558,272.00
11-214-100-610-20	Autism General Supplies	\$ 11,100.00	\$1,600.00	\$ 12,700.00
11-230-100-101-00	Salaries Basic Skills	\$ 164,138.00	\$8,358.00	\$ 172,496.00
11-240-100-101-00	Salaries Bilingual	\$ 63,570.00	\$7,254.00	\$ 70,824.00

216-207 - PCESC – 2015-2016 TRANSPORTATION CONTRACT

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the transportation contract with PSESC for the following 2015-2016 bus routes, as listed:

<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>
1006	Benway School	Morgan-Ed	1	6,952.50+278.10	11/25/15-6/16
SPCP	1 st Cerebral Palsy of NJ	Rudco, Inc	1	11,526.13+461.05	2/22/16-6/16

216-208 - APPROVAL OF 2016 EXTENDED SCHOOL YEAR PROGRAM

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the Extended School Year Program(ESY) (autistic preschool, child with disabilities and LLD) in accordance with N.J.A.C. 6A:14-4.3 ©. Preschool disabilities & LLD- June 27-July 25, Autism - June 27-August 8. Programs are Monday-Thursday 9:00am-12:00pm. No program July 4th. (Personnel and costs to be voted on at a later date)

216-209 - HIB DECISION

BE IT RESOLVED THE WOODLAND PARK BOARD OF EDUCATION, hereby affirms the Superintendent's decision in HIB Investigation #2016-09 for the reasons set forth in the Superintendent's decision to the student's parents.

216-210 - 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 February of the 2015-2016 school year, per the Passaic County Educational Services Commission.

216-211 - APPROVAL OF OBSERVATION HOURS

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve 9 observation hours at BG, for Rosely Taveras, from Passaic Community College.

216-212 - APPROVAL OF MATERNITY LEAVE

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve disability/maternity leave for Lisette Hernandez, teacher at Memorial, under the Federal Family Leave Act on or about September 1, 2016 for 20 days after the birth, utilizing up to 20 accumulated sick days. After FFL, request for NJ Family Leave Act, for 12 weeks, without pay. Health benefits will stay intact during this period.

REGULAR AGENDA ITEMS

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

Personnel:

216-213 -APPOINTMENT OF LUNCH AIDE FOR THE 2015-2016 SCHOOL YEAR

Motion by BOLEN, Seconded by FLYNN.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Viviane Debakhos, as a lunch aide for the 2015-2016 school year, at a rate of 14.92/hr., not to exceed 8.75 hrs. per week, no benefits.

Roll Call: 8 YES

216-214 -APPROVAL OF HOME INSTRUCTION

Motion by BOLEN 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 #32615, for 5hrs. per week, per IEP requirement, until further notice. Instruction to be provided by Katherine Hans, at a rate of \$33/hr.

Roll Call: 8 YES

216-16A – CHANGE IN ASSIGNMENT – G. D’ASTOLFO

Motion by BOLEN, Seconded by BARGIEL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve change in assignment for Gina D’Astolfo, from part time special education teacher to full time special education teacher at BG,(to replace 2 part timers who resigned) Step I, Class I, \$54,320/prorated. Effective 3/22/16.

Roll Call: 8 YES

216-17A -APPOINTMENT OF PT AIDE FOR THE 2015-2016 SCHOOL YEAR-A. PEREIRA

Motion by BOLEN, Seconded by BARGIEL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Alysea Pereira, as a part time aide at BG, for the 2015-2016 school year, \$14.92/hr., not to exceed 27.5 hrs. per week, no benefits, effective March 22, 2016-June 30, 2016.

Roll Call: 8 YES

216-18A - APPOINTMENT OF HIRE – C. Dizzia

Motion by BOLEN, Seconded by BARGIEL.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Christina Dizzia, as an autism teacher at BG, Step I, Class I, \$54,320/prorated, effective May 20, 2016 or sooner if released from present job earlier.

Roll Call: 8 YES

Education:

216-19A - APPROVAL OF THE 2016-2019 COMPREHENSIVE EQUITY PLAN

Motion by BARGEIL, Seconded by KASSAI.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the 2016-2019 Comprehensive Equity Plan.

Roll Call: 6 YES, 2 ABSTENTIONS-MITCHELL, FLYNN

Finance:

216-215 - FOOD SERVICE MANAGEMENT CONTRACT AWARD – POMPTONIAN INC.

Motion by MITCHELL, seconded by FLYNN

BE IT RESOLVED that the Woodland Park Board of Education accepts the Food Service Management proposal from Pomptonian Food Service, Inc., for food service operation for 2016-2017 school year. The Woodland Park Board of Education approves the contract which contains the following language regarding management fee and guarantee.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$.1663 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast and lunch) served and meal equivalents. The number of School Breakfast Program and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals served to the children, shall be divided by \$3.50 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$.1663 will be multiplied by total meals.

The FSMC guarantees the LEA a no cost of operation to the LEA for school year 2016-2017.

Roll Call: 7 YES, 1 NO-BOLEN

COMMITTEE REPORTS

Education: Mrs. Bargiel the committee finalized the units of study to be used for the LA curriculum. They will be ordering the Lucy Calkins reading series. She mentioned that QSAC was back to review compliance matters. The 5th grade STRIVE won Battle of the Books.

Finance: Mrs. Mitchell reported she was not at the meeting due to date changes, but as per the minutes of the meeting, the before and after care contract renewal was discussed. They also talked about different funding options to open School #1.

Policy: Mr. Kassai stated he was asked to look into certain job descriptions and has given the Superintendent information asked for.

Buildings & Grounds: Mr. Bolen stated that the committee discussed the following:

- Disconnect burglar alarms at all schools
- Storage trailer for back of CO
- Divider for Memorial cafeteria
- Look into price of classroom trailer at Memorial, in place of dividers
- Bid opening for HVAC at Memorial 5/24.
- SNAC program is donating a fenced in area at CO for the pre-k classrooms. HSA to provide a jungle gym.
- Discussion of use of Memorial for the Borough's summer camp program
- Discussion of adding bathrooms at Memorial for use during field events
- Intercom system being replaced at CO
- Lead testing on all drinking fountains in all three schools
- Beautify monuments in front of Memorial School
- Hire landscaper to improve the appearance in front of schools
- Obtain 3 quotes to prepare School #1 for possible opening

NEW BUSINESS

A lengthy discussion ensued regarding the field behind Charles Olbon. Mr. DiFluri will order top soil and have the divots filled in and seeded. He will also get quotes for landscaper for spring and fall cleanup at CO. Mr. DiFluri will reach out to Mr. Galbraith, Supervisor of the DPW, to look into sprinklers installed in front of BG & Memorial, be added to Memorial field water project.

PUBLIC HEARING

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Lori Oxley – Director WPSACC Program

Mrs. Oxley addressed the board as to why the program's lease renewal was not on the agenda again. She expressed her disappointment for the lack of support the board has for this program. She informed the board, after careful consideration, that she is no longer seeking a renewal of the lease.

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 8:03 p.m. by SALEMI, seconded by FLYNN
Voice Vote: 8 YES

Motion to return to Regular Session at 10:05 p.m. by PASCRELL, seconded by FLYNN
Voice Vote: 8 YES

ADJOURNMENT

Motion to adjourn at 10:05 p.m. by PASCRELL, Seconded by FLYNN
Voice Vote: 8 YES

WOODLAND PARK BOARD OF EDUCATION **EXECUTIVE SESSION MINUTES**

ITEMS DISCUSSED:

Business Administrator RICED to discuss employment contract. Mr. DiFluri was excused from entire executive session.

- Notice of Tort Claim received by CO School neighbor re: storm drain
- Discussion of CO field related to same litigation
- Discussion of personnel item re: classroom performance
- Contract negotiations updated from committee: 1) WPEA 2) SBA/BS