

**THE WOODLAND PARK BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES**  
**MAY 21, 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 – Tom Bolen, Mark Salemi, Maryann Perro, Jairo Rodriguez, Laura Vargas, Lisa Marshall

Members Absent – Jo-Anne Mitchell, Maria Flynn(arrived at 7:01) Dina Bargiel(arrived at 7:20)

Also Present - Michele Pillari, Tom DiFluri, Jeff Merlino

**Youth Month – The following Memorial School students participated in Youth Month 2018:**

<b><u>Office</u></b>	<b><u>Elected Official</u></b>
Mayor	Matthew Blomgren
Council Members	Natalie Cyman      Kayla Price Juliana Atallah      Valerie Vance Gabriella Sevillano      Himu Halim
Police Chief	David Garcia
Fire Chief	Alexandra Acevedo
Borough Administrator	Samantha Chow
Borough Treasurer	Paxton Roehrich
Borough Attorney	Diya Patel
First Aid Squad Captain	Brianna Correa
Superintendent of Schools	Christopher Perez
Borough Court Judge	Tianna Hubbard
Recreation Coordinator	Joseph Granata
Superintendent of Public Works	Jaylene Nogueira
President, Board of Education	Chyna Sinclair
Library Director	Hatem Haddouche
Municipal Clerk	Lima Naveed

**Presentation: The following staff members were recognized for receiving the Governor's Educator of the Year 2018:**

BG: Teacher – Erin Wilson

CO: Teacher – Joann Woessner

Memorial: Teacher – Eric Schaefer

**The following staff members were recognized for receiving the Governor's Educational Services Professionals of the Year 2018:**

BG: Kristy Knapp

CO: Sharon Riggi

Memorial: Teresa Carbonelli

**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.

**218-242 - APPROVAL OF MINUTES**

Motion by VARGAS Seconded by RODRIGUEZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the minutes of the April 16, 2018 workshop meeting, April 23, 2018 regular meeting and the April 30, 2018 Budget Hearing.

BE IT FURTHER RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Executive Session minutes of the April 16, 2018 workshop meeting, April 23, 2018 regular meeting and the April 30, 2018 Budget Hearing.

Roll Call: 7 YES

**SUPERINTENDENT’S REPORT**

Dr. Pillari congratulated the students & staff who participated in Youth Month. She informed the board that Kate Elman, Growing Minds Middle School Autism teacher, was selected to attend the DLM External Review Panel and/or Inter-Rater Reliability Study this summer in Kanas City, MO, all expensed paid. CO was awarded a \$2,500 Lowes grant for the outdoor classroom. Dr. Pillari congratulated the winners of the West Paterson American Legion Auxiliary Americanism Essay Contest. She also congratulated everyone who participated in the Annie play. It was a great success. She also reported on various events happening at all three schools.

**BOARD ATTORNEY’S REPORT**

Mr. Merlino said an executive session would be needed for 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 RODRIGUEZ to accept the recommendation of the Superintendent to approve the following consent agenda numbers 218-243 through 218-251.

Roll Call: 8 YES

**218-243 - APPROVAL OF REGISTER REPORT**

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

**218-244 - 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 April 2018 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of April 30, 2018 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”

**218-245 - 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 \$278,308.24, as approved by Finance committee chairperson, Jairo Rodriguez.

<u>Bill List No.</u>	<u>Amount</u>
#71	\$222,327.56
L22	\$ 55,980.68

**218-246 - TRANSFERS**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of transfers for the months of April 2018.

<u>Account #</u>	<u>Acct. Description</u>	<u>Old Amount</u>	<u>Adjustment</u>	<u>New Balance</u>
11-000-566-00	Tuition Priv Sch Disab	\$ 96,086.00	(\$35,700.00)	\$ 60,386.00
11-000-213-100-00-00-070	Salaries	\$ 66,023.00	\$ 1,100.00	\$ 67,123.00
11-000-221-102-00-00-060	Sal of Supervisor of INS	\$ 45,191.00	\$ 4,000.00	\$ 49,191.00
11-000-222-100-00-00-070	Salaries	\$ 35,192.00	\$ 5,000.00	\$ 40,192.00
11-000-230-590-00	Other Purch Serv	\$ 75,495.00	\$ 300.00	\$ 75,795.00
11-000-240-103-00-00-060	Salaries Principals	\$192,761.00	(\$10,000.00)	\$182,761.00
11-000-240-103-00-00-065	Salaries of Principal S/A	\$100,000.00	(\$15,000.00)	\$ 85,000.00
11-000-251-340-00	Purchased Tech Services	\$ 60,397.00	\$ 1,500.00	\$ 61,897.00
11-000-251-600-00	Supplies and Materials	\$ 8,500.00	\$ 700.00	\$ 9,200.00
11-000-261-420-00	Clean Repair & Maint Svc	\$192,451.00	\$21,500.00	\$213,951.00
11-000-261-610-00	General Supplies	\$ 30,237.00	\$ 2,100.00	\$ 32,337.00
11-000-262-100-00-00-000	Salaries Cust & Play Aid	\$485,573.00	(\$807.74)	\$484,765.26
11-000-262-300-00	Purch Prof & Tech Svc	\$ 27,158.00	\$20,000.00	\$ 47,158.00
11-000-262-420-00	Clean Repair & Maint	\$ 24,100.00	\$ 807.74	\$ 24,907.74
11-000-262-520-00	Insurance	\$ 80,700.00	(\$10,800.00)	\$ 69,900.00
11-000-262-622-00	Electricity	\$155,000.00	(\$12,000.00)	\$143,000.00
11-000-263-420-00	Grounds Repair Services	\$ 49,800.00	\$ 4,000.00	\$ 53,800.00
11-000-263-610-00	Grounds Supplies	\$ 7,100.00	\$ 700.00	\$ 7,800.00
11-000-266-420-00	Security Repair Maint	\$ 47,169.00	\$ 7,800.00	\$ 54,969.00
11-000-291-249-00	Oth Retire Contrip DCRP	\$ 27,500.00	(\$12,700.00)	\$ 14,800.00
11-190-100-106-00-00-065	Other Salaries for Instr	\$ 47,718.00	(\$12,000.00)	\$ 35,718.00
11-190-100-610-00	General Supplies	\$ 75,346.00	\$ 9,000.00	\$ 84,346.00
11-190-100-610-30-00-070	General Supplies	\$ 93,000.00	\$ 3,000.00	\$ 96,000.00
11-204-100-101-00-00-060	Sal of Teachers SP ED	\$132,987.00	(\$35,000.00)	\$ 97,987.00
11-201-100-106-00-00-070	Other Salaries for Instr	\$ 54,045.00	\$18,000.00	\$ 72,045.00
11-213-100-101-00-00-070	Salaries of Teachers	\$233,063.00	\$17,000.00	\$250,063.00
11-214-100-106-00-00-065	Other Salaries for Instr	\$ 44,130.00	\$12,000.00	\$ 56,130.00
11-215-100-106-00-00-065	Other Sal Presch Disab	\$ 62,657.00	\$15,000.00	\$ 77,657.00
11-240-100-101-00-00-065	Salaries of Teachers	\$ 19,894.30	\$ 500.00	\$ 20,394.30

**218-247 - ACCEPTANCE OF DONATION – MUSICAL INSTRUMENTS**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to accept donation of musical instruments donated by Woodland Park resident Patrick Pasek.

**218-248 - NRESC –TRANSPORTATION CONTRACT**

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

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the transportation contract with NRESC for the following 2017-2018 SY bus routes:

Route#	School (s)	Contractor	# of Students	Estimated Cost per Route (+ surcharge)	Starting Date
DCFWP1	DCF Regional	Omar Transportation	1	7,786.00+311.44	3/21/18-June 2018

**218-249-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 May of the 2017-2018 school year, per the Northern Regional Educational Services Commission.

**218-250 - HIB DECISION**

BE IT RESOLVED THE WOODLAND PARK BOARD OF EDUCATION, hereby affirms the Superintendent’s decision in HIB Investigation #2018-12, for the reasons set forth in the Superintendent’s decision to the student’s parents.

**218-251- APPROVAL OF FIELD TRIP REQUEST**

BE IT RESOLVED THE WOODLAND PARK BOARD OF EDUCATION, to approve field trip for the Art Enrichment Club, to the Museum of Modern Art, on May 25, 2018, at no cost to the board.

BE IT FURTHER RESOLVED, that this trip be added to the annual approved field trips list.

**REGULAR AGENDA ITEMS**

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

**Personnel:**

**218-252–NEW POSITION-SUPERVISOR OF LANGUAGE ARTS**

Motion by SALEMI Seconded by RODRIGUEZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to create the new position of Supervisor of Language Arts.

Roll Call: 5 YES, 3 NO-FLYNN, BARGIEL, VARGAS

**218-253 -NEW JOB DESCRIPTION- SUPERVISOR OF LANGUAGE ARTS**

Motion by SALEMI Seconded by BOLEN

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to create the new job description of Supervisor of Language Arts.

Roll Call: 5 YES, 3 NO-FLYNN, BARGIEL, VARGAS

**218-254 -APPOINTMENT OF HIRE – N. ESPINOSA**

Motion by BOLEN Seconded by RODRIGUEZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Nicole Espinosa, as a districtwide speech therapist, Step I, MA, \$62,500, effective September 1, 2018.

Roll Call: 8 YES

**218-255 -APPROVAL TO RESCIND APPOINTMENT-C. RIZZO**

Motion by SALEMI Seconded by RODRIGUEZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to rescind appointment of Charisse Rizzo, as an aide for the 2018 summer ESY program, due to medical reasons.

Roll Call: 8 YES

**Education:**

**218-256 -APPROVAL OF CONTRACT – NRESC – 2018 ESY PT SERVICES**

Motion by FLYNN Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve contract with NRESC, for PT services for the 2018 ESY program, at \$95/hr., effective 7/9/18-8/16/18.

Roll Call: 8 YES

**218-257 -APPROVAL OF CONTRACT-INNOVATIVE THERAPY – 2018 ESY OT SERVICES**

Motion by FLYNN Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve contract with Innovative Therapy Group, for OT services for the 2018 ESY program, at \$68/hr., effective 7/9/18-8/16/18.

Roll Call: 6 YES, 2 NO-BARGIEL, VARGAS

**Finance:**

**218-258 -FOOD SERVICE MANAGEMENT CONTRACT RENEWAL – POMPTONIAN INC.**

Motion by FLYNN, seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, the FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$.1730 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 SFA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable 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 \$.1730 will be multiplied by total meals.

The FSMC guarantees the SFA a no cost of operation for the SFA for school year 2018-2019.

Roll Call: 7 YES, 1 NO-BOLEN

**218 -259 - SCHOOL FOOD SERVICE PROGRAM PRICE CHANGE**

Motion by FLYNN, seconded by SALEMI

BE IT RESOLVED by the Woodland Park Board of Education, to approve attached price list for the 2018-2019 school food service program.

Roll Call: 7 YES, 1 NO-BOLEN

**218-260 – APPROVAL OF DELTA DENTAL PLAN**

Motion by BOLEN, seconded by FLYNN

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to accept contract proposal submitted by Delta Dental, effective July 1, 2018 through June 30, 2019, at a rate of \$111.70 per month, per full time employee. Rate reflects annual maximum increase from \$1,500 to \$2,000, per family member.

Roll Call: 8 YES

**218-261 -APPROVAL NRESC SHARED SERVICES AGREEMENT-TECHNOLOGY SERVICES**

Motion by FLYNN Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent and Business Administrator, to approve the renewal of technology support & shared services agreement with Northern Regional Educational Services Commission for the 2018-2019 school year, at a total annual cost of \$182,940. (2% increase from current year. Includes 2 full time on-site technicians)

Roll Call: 6 YES, 2 NO-BOLEN, BARGIEL

**Buildings & Grounds:**

**218-262 -AWARD OF CONTRACT-LIBRARY FURNITURE CHARLES OLBON SCHOOL**

Motion by BOLEN Seconded by BARGIEL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to award contract to Lee Distributors, under Ed-Data Cooperative, bid #8576, to provide and install library furniture for the Charles Olbon School Library. Total amount \$89,249.

Roll Call: 8 YES

**Policy:**

**218-263 - APPROVAL OF POLICY REVISIONS**

Motion by FLYNN Seconded by SALEMI

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

POLICY/REGULATION #	POLICY/REGULATION	MANDATED/RECOMMENDED
3322 & 4322	Staff Member's Use of Personal Cellular Telephones /Other Communication Devices	Policy Committee Recommended

Roll Call: 8 YES

**218-264- APPROVAL OF NEW POLICY- 1<sup>ST</sup> READING**

Motion by BOLEN Seconded by FLYNN

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
3212.5 & 4212.5	Accessing Penalties for Violations of Scan-In and Scan-Out Procedures and Tardiness During the Work Day	Policy Committee Recommended

Roll Call: 8 YES

**COMMITTEE REPORTS**

Policy – Mrs. Vargas stated that the committee was still in the process of discussing the dress code and plans to have it ready for the next meeting. They also were working on the charge lunch policy. They also discussed policies that were voted on at tonight’s meeting. *Mrs. Flynn asked that the policy committee look over the bylaws as to committee set up.*

**PUBLIC HEARING**

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Angela Richie – 60 Overmount Ave.

Mrs. Richie asked if there was any change to the drop off procedure at BG. She said she was sent a ticket for dropping her child off in front of the school. It was explained that because it’s a main road and the fire station across the street, you either have to park and bring your child in or use the drop off on the corner. Dr. Pillari said she will have discussion with the police department as to suggestions for next year. As of now, the current procedure will stay in place.

Terri Carbonelli – Co- President WPEA

Mrs. Carbonelli asked if they can elaborate on the new Supervisor of Language Arts position. Dr. Pillari gave a brief description of the position.

**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 7:45 p.m. by VARGAS, seconded by RODRIGUEZ  
Voice Vote: 8 YES

Motion to return to Regular Session at 9:02 p.m. by BOLEN, seconded by SALEMI  
Voice Vote: 8 YES

**ADJOURNMENT**

Motion to adjourn at 9:03 p.m. by BOLEN, Seconded by SALEMI

Voice Vote: 8 YES

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

**ITEMS DISCUSSED:**

- Superintendent discussed HIB case #'s 2018-13 & 2018-14
- Board discussed negotiations with WPPSA
- Board discussed professional services. Mr. Merlino & Mr. DiFluri were not present during this discussion.(8:30pm)
- (8:50) Board discussed personnel matter regarding candidate for special ed director. Mr. Merlino & Mr. DiFluri were present during this discussion.