

**WOODLAND PARK BOARD OF EDUCATION**

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

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**BOARD OF EDUCATION  
WOODLAND PARK  
NEW JERSEY  
NOTICE OF  
WORKSHOP 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  
Workshop Meeting,  
November 4, 2024**

**The meeting will be held in  
Memorial School  
15 Memorial Dr.  
Woodland Park, NJ  
At 7:00 PM**

**Formal action may be taken.**

**DWAYNE ORTIZ, CPA  
BUSINESS ADMINISTRATOR/BOARD SECRETARY  
WOODLAND PARK BOARD OF EDUCATION**

**THE WOODLAND PARK BOARD OF EDUCATION**  
**WORKSHOP MEETING**  
**NOVEMBER 4, 2024**

MONDAY, 7:00 P.M. MEMORIAL SCHOOL  
15 MEMORIAL DR.  
WOODLAND PARK, NJ 07424

- Agenda:
1. Opening of Meeting
  2. Pledge of Allegiance
  3. Roll Call
  4. Public Hearing
  5. New Business – Action Taken
  6. New Business – No Action Taken
  7. Committee Reports
  8. Old Business
  9. Public Hearing
  10. 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 21<sup>st</sup> 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.

**WOODLAND PARK BOARD OF EDUCATION**  
**WORKSHOP MEETING**  
**NOVEMBER 4, 2024**

**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 -

**PRESENTATION:**

Mrs. Tomback will present the 2023-2024 NJSLA results.

**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.

**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 225-159 through 225-162.

Roll Call:

**225-159- HIB DECISION**

BE IT RESOLVED THE WOODLAND PARK BOARD OF EDUCATION, hereby affirms the Superintendent's decision in HIB Investigation #2025-02 for the reasons set forth in the Superintendent's decision to the student's parents.

**225-160-APPROVAL OF NEW SUBSTITUTE LIST**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the new substitute teacher list for October of the 2024-2025 school year, as per the Northern Regional Educational Services.

**225-161-APPROVAL OF THE 2025-2026 PRESCHOOL PLAN**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Preschool Plan for the 2025-2026 school year, as attached.

**225-162 -COMPREHENSIVE MAINTENANCE PLAN 2025-2026**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION to approve the 2025-2026 Comprehensive Maintenance Plan, as attached.

**REGULAR AGENDA ITEMS**

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

**PERSONNEL:**

The following personnel items have been deemed to be non-controversial in a matter of routine business and will be voted on by one motion. Any item deemed controversial can be removed and voted on as a separate agenda item. Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ to accept the recommendation of the Superintendent to approve the following personnel agenda numbers 225-163 through 225-168.

Roll Call:

**225-163 - APPROVAL OF PAID ADMINISTRATIVE LEAVE**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve paid administrative leave for employee ID #4691, effective 10/30/24 until further notice.

Roll Call:

**225-164 - APPROVAL OF MEDICAL LEAVE – D. DOMICOLO**

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 Daniela Domicolo, from October 28, 2024- January 1, 2025, without pay. Expected return to work, January 2, 2025.

**225-165- APPROVE TO RESCIND STIPEND POSITION – D. FARRELL**

BE IT RESOLVED THE WOODLAND PARK BOARD OF EDUCATION, under the recommendation of the Superintendent, to rescind the stipend position for the Art Show, for Donna Farrell, in the amount of \$666.67, previously approved at the 6/17/24 meeting.

**225-166 - APPROVE TO ACCEPT RESIGNATION OF STIPEND POSITION – D. OMRAN**

BE IT RESOLVED THE WOODLAND PARK BOARD OF EDUCATION, under the recommendation of the Superintendent, to accept the resignation of stipend position for the Breakfast Duty, for Dounia Omran, effective 11/6/24.

**225-167-APPROVAL OF STAFF STIPENDS**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve stipend payments for the 2024-2025 school year in accordance with current WPEA contract, as listed:

Title	School	Name	Amount
Breakfast Duty(11/11-end of year)	Memorial	Ricardo Romero	\$766 (Pro-rated)

**225-168 - WORKSHOP/TRAVEL REIMBURSEMENT APPROVAL**

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve/ratify approval the attendance of and costs of attendance including registration fees and statutorily authorized travel expenditures for the following listed district employees for the 2024-2025 school year.

Name	Activity	Date	Fee	Travel/Hotel	Total
Brittney Dorney	NJCHE 30 <sup>th</sup> History Conference	11/22/24	\$95	\$36.40	\$131.40
Sharon Tomback	G&T The Law, Latest Guidance & Best Practices and Professional Development	11/14/24	\$75	NA	\$75
Michael Volpe	Breaking Down Barriers in PE: Strategies to Make PE More Inclusive	10/28/24	\$0.00	NA	\$0.00

**FINANCE:**

**225-169 - APPROVAL OF APPOINTMENT OF TEMPORARY PURCHASING AGENT AND ESTABLISHMENT OF BID THRESHOLD**

BE IT RESOLVED, that the Woodland Park Board of Education, pursuant to N.J.A.C. 5:32-4, hereby appoints Dwayne Ortiz, School Business Administrator, as temporary purchasing agent of the board of education, and as such, establishes and sets the maximum bid threshold as permitted by law, the amount of \$44,000, for the board of education, from August 12, 2024 through August 11, 2025. Effective August 12, 2025, the maximum bid threshold, as permitted by law, will revert to \$32,000.

Furthermore, the board authorizes Dwayne Ortiz to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate the established bid threshold amount.

#### Aggregation and Remaining Amount

The Woodland Park Board of Education, pursuant to N.J.A.C. 5:34-8.3, et seq., further authorizes Dwayne Ortiz to seek either competitive quotations or competitive bids when original determinations of aggregation are found to be more than anticipated or incorrect.

#### Preparation of Bid Advertisements: Opening of Bids

Pursuant to N.J.S.A. 18A:18A-2 (b), Dwayne Ortiz is designated to have the power to prepare advertisements, to advertise for and to receive bids. Dwayne Ortiz, in accordance with N.J.S.A. is authorized to publicly receive bids, unseal them and announce the contents. In the absence or unavailability of the Purchasing Agent, the Board Of Education authorizes Michele Pillari, Superintendent, to publicly receive bids, unseal them and announce the contents.

#### Purchase Order System Authorized Purchases

All purchases made by the Board Of Education shall be done through the purchase order system. Pursuant to N.J.S.A. a purchase order is a document issued by the purchasing agent authorizing a purchase transaction with a vendor to provide goods or to perform services.

The effective date of this resolution is from August 12, 2024 through August 11, 2025, or until the bid threshold is adjusted upon the confirmation of Dwayne Ortiz as a Qualified Purchasing Agent, which is anticipated in the summer of 2025.

### **NEW BUSINESS – ACTION WILL NOT BE TAKEN-PREVIEW OF THE 11/18/24 MEETING**

*APPROVAL OF MINUTES*

*SECRETARY/TREASURER REPORTS*

*TRANSFERS*

*APPROVAL OF BILL LIST*

### **OLD BUSINESS:**

#### **PUBLIC HEARING**

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### **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 \_\_\_\_\_pm by \_\_\_\_\_, seconded by \_\_\_\_\_  
Voice Vote:

Motion to return to Regular Session at \_\_\_\_\_pm 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:**