

WOODLAND PARK BOARD OF EDUCATION

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**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 October 17, 2011
The meeting will be held in the
Mayor and Council Chambers
Municipal Building
Brophy Lane
Woodland Park, NJ
at 6:30 PM

Formal action may be taken

**THOMAS DIFLURI
BUSINESS ADMINISTRATOR/BOARD SECRETARY
WOODLAND PARK BOARD OF EDUCATION**

THE WOODLAND PARK BOARD OF EDUCATION



REGULAR MEETING

October 17, 2011

**MONDAY, 6:30 P.M. MAYOR AND COUNCIL CHAMBERS
MUNICIPAL BUILDING
BROPHY LANE
WOODLAND PARK, NJ 07424**

- Agenda:**
- 1. Opening of Meeting**
 - 2. Pledge of Allegiance**
 - 3. Roll Call**
 - 4. Executive Session**
 - 5. Resume Regular Session (7:30pm)**
 - 6. Approval of Minutes**
 - 7. Register Reports**
 - 8. Public Hearing**
 - 9. Secretary's Reports**
 - 10. Treasurer's Reports**
 - 11. Bill List**
 - 12. Committee Reports**
 - 13. Superintendent's Report**
 - 14. Communications**
 - 15. Old Business**
 - 16. New Business**
 - 17. Board Attorney's Report**
 - 18. Public Hearing**
 - 19. Adjournment**

WOODLAND PARK BOARD OF EDUCATION

REGULAR MEETING

October 17, 2011

CALL TO ORDER

ANNOUNCEMENT THAT THE NOTICE REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT HAVE BEEN SATISFIED - The Board President states that this meeting of the Woodland Park Board of Education is being held in accordance with the Open Public Meetings Act. Notice of this meeting was provided to the North Jersey Herald & News and has been posted on the door of the Woodland Park Board of Education Administration Building.

FLAG SALUTE

ROLL CALL

Members Present – *Bob Kassai, Francie Keating, Mark Salemi, Tara Hayek, Joanne Mitchell, Ron Pascrell, Tanya DaSilva*

Members Absent – *Dian Bargiel, Tom Bolen*

Also Present - *John DiGiovachino, Tom DiFluri, Michele Addice, Jeff Merlino*

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 6:35 p.m. by SALEMI, seconded by PASCRELL.

Voice Vote – 7 YES

Motion to return to Regular Session at 7:35 p.m. by PASCRELL, seconded by KEATING.

Voice Vote – 7 YES

APPROVAL OF MINUTES

Motion by, SALEMI seconded by, DASILVA to approve the minutes of the September 19, 2011 regular meeting.

Roll call vote – 7 YES

APPROVAL REGISTER REPORT

Motion by PASCHELL seconded by DASILVA to approve the September 2011 Register Report for Charles Olbon and Beatrice Gilmore.

Roll call vote – 7 YES

PUBLIC HEARING

Please remember that this is a public meeting and is being televised. Anything you say will be public record and will be broadcast. 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, we welcome you to discuss it with the Superintendent or a Board Member after the meeting or later at a mutually convenient time.

NO ONE WISHED TO BE HEARD

REPORT OF THE SECRETARY

Motion by PASCHELL, Seconded by SALEMI, to approve the attached report of the Secretary for the month of AUGUST 2011 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of AUGUST 31, 2011 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”

Roll Call Vote – 7 YES

TREASURER’S REPORT

Motion by KASSAI, Seconded by PASCHELL, to approve the attached Treasurer’s Report for the month of AUGUST 2011.

Roll Call Vote – 7 YES

APPROVAL OF BILL LIST

Motion by DASILVA, Seconded by HAYEK .to approve the attached list of bills in the amount of \$ 637,261.51 ,which were reviewed and approved by Finance Chairperson, Francie Keating.

<u>Bill List No.</u>	<u>Amount</u>
68	\$304,514.19
C69	\$303,422.00
F70	\$ 29,325.32
Total Bill Lists	\$637,261.51

Roll Call Vote - 7 YES

COMMITTEE REPORTS

Buildings & Grounds: Mr. Pascrell stated that painting of the Board Office is underway and that the construction of the cafeteria is progressing.

Mrs. DaSilva said the WPPSA roundtable will be meeting on 11/9 at 4:00pm.

Mrs. Hayek stated that the Community Relations committee met on 9/29 and discussed that the Crisis Management committee will be developing contingency plans in case of another emergency situation. They will use the district website, PVTV, global connect and the OEM to relay emergency information.

Dr. Salemi said the Negotiations committee met to finalize the Security Officer's contract. They are currently working on negotiations with the WPEA on their contract.

Mrs. Keating noted they will be voting on the Budget calendar tonight and would like to get the committee together to discuss the upcoming budget.

Mr. Kassai noted that part of the Safety Officer's duties would now include a monthly report to the Board. He also stated that he and Dr. Salemi were recently appointed to the OEM. They are currently getting information on temporary classrooms, sanitary supplies, etc, should another emergency occur. He also met with the Business Administrator to discuss temporary heat at Memorial. He said the Policy committee will be conducting a comparison of current job descriptions to NJSBA job descriptions and will be implementing or revising said descriptions. He also had a meeting with the IT coordinator, Matt Cielo, to discuss several issues; separate phone lines to schools in case of emergency, user friendly computer system, computer training.

Mrs. Mitchell made note that she was misquoted in the Passaic Valley Today. When asked about the lunch program she stated that the price was the same as last year, not the food service company.

SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF EDUCATION
 October 17, 2011

SUPERINTENDENT WILL DISCUSS

No Superintendent's Report at this time.

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 DASILVA Seconded by KEATING to accept the recommendation of the Superintendent to approve the following consent agenda number 212-104 through 212-109 and 212-111 through 212-112.

Action 212-110 was withdrawn by the Board President.

Roll Call Vote – 7 YES

212-104 - APPROVAL OF SUBSTITUTE LIST

The Interim Superintendent recommends approval of the attached lists of new and current active substitutes for September of the 2011-2012 school year.

212-105 -STAFF WORKSHOPS

To approve the attendance of the listed district employees at the listed training and informational programs, and the costs of attendance including all registration fees and statutorily authorized travel expenditures.

Program Name	Date	Employee Name/s	No. Attending	Approx. Event Cost	Total Cost
Conference for Speech & Language Pathologists	11/28/11 & 11/29/11	Kellie Tomago	1	\$369.00	\$369.00
From Local to Global: Social Studies	10/27/2011	Keith McElroy Steven Sans	2	\$65.00	\$130.00
Dr. Jean's Rock Rhyme, Write & Read	11/29/2011	AnnMarie Tundo Nancy Munro	2	\$199.00 +mileage	\$398.00 +mileage
NJASRO Conference	11/8-11/11 2011	Al Sypniewski	1	\$175.00 +mileage	\$175.00 +mileage
Assessment & Treatment of Selective Mutism	11/18/2011	Jesse Glassman Amanda Para	2	\$199.00	\$398.00
NJSBA CONVENTION	10/24-10/25 2011	Tom DiFluri John DiGiovachino Joanne Mitchell Francie Keating Ron Pascrell Tanya DaSilva Tom Bolen	7	Approx. \$400/per person	Approx. \$2800.00

212-106 - MEMORANDUM OF AGREEMENT 2011

The Interim Superintendent requests that the BOE approve the revised 2011 Memorandum of Agreement (MOA) as requested by the NJDOE.

212-107-OCCUPATIONAL THERAPY CONTRACT-PASSAIC COUNTY ED SERVICES COMMISSION The Interim Superintendent recommends approval of contract with Passaic County Educational Services Commission to provide occupational therapy services (5 days per week) for the 2011-2012 school year.

Total cost: \$96,358.26

212-108-PHYSICAL THERAPY CONTRACT-PASSAIC COUNTY ED SERVICES COMMISSION

The Interim Superintendent recommends approval of contract with Passaic County Educational Services Commission to provide physical therapy services (3.5 days per week) for the 2011-2012 school year.

Total cost: \$65,311.27

212-109- REVISION AND ADOPTION OF EXISTING POLICIES & REGULATIONS

The Interim Superintendent recommends approval and adoption of the following revised existing Board Policies and Regulations:

<u>Policy Number</u>	<u>Policy Name</u>	<u>Mandated/Recommended</u>
0142	Board Member Qualifications, Prohibited Acts and Code of Ethics	Mandated
5111	Eligibility of Resident/Non Resident Pupils	Recommended

212-110- FIRST READING OF NEW POLICY

The Interim Superintendent recommends first reading of the following new Board Policy:

<u>Policy Number</u>	<u>Policy Name</u>	<u>Mandated/Recommended</u>
5881	Charge Lunch Policy	Recommended

(To be implemented upon completion of cafeteria and installation of computerized Point of Sale system)

212-111- APPROPRIATION OF 2010-2011 EXTRAORDINARY AND NON PUBLIC TRANSPORTATION AID

The Interim Superintendent on the advice of the Business Administrator, recommends appropriation of 2010-2011 Extraordinary Aid and Non Public aid as follows:

10-303	Extraordinary Aid	\$143,838.00
10-303	Non Public Transportation Aid	\$ 14,559.45
11-120-100-101	Grades 1-5, Salaries of Teachers	\$103,838.00
12-000-400-450	Grades 1-5, Equipment	\$ 10,000.00
12-000-400-450-00	Construction Services	\$ 30,000.00
12-000-400-450-00	Construction Services	\$ 14,559.45

212-112 - 2012-2013 Budget Calendar

The Interim Superintendent recommends adoption of 2012-2013 Budget Calendar:

November 7, 2011	Interim Superintendent, Business Administrator begin 2012-2013 budget process
December 19, 2011	All administrators submit their budget to Interim Superintendent and Business Administrator for review
January 12, 2012	Business Administrator merges all subsidiary budgets into one budget document and submits draft to Interim Superintendent
January 30, 2012	Budget finalized for Budget Committee

February 13, 2012	Budget Committee finalizes budget for submission to full Board pending receipt of State aid figure
March 6, 2012	Budget submitted to Executive County Superintendent
March 26, 2012	Budget Hearing (tentative)
April 17, 2012	School Election – Budget Vote

REGULAR AGENDA ITEMS

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

212-113- APPROVAL OF HOME INSTRUCTION

The Interim Superintendent requests that the Board of Education approve Home Instruction for a Charles Olbon School student (32105) for five hours per week, at a rate of \$33/hr., not to exceed 90 hours. Home instruction will be provided by Mrs. Theresa Nick.

Motion by DASILVA, Seconded by PASCRELL

Roll Call Vote- 7 YES

212-114 - REVISED 2011-2012 DISTRICT CALENDAR

The Interim Superintendent recommends approval of the revised 2011-2012 district calendar as attached.

Motion by PASCRELL, Seconded by SALEMI

Roll Call Vote- 7 YES

212-115 -SAFETY/ATTENDANCE OFFICER EMPLOYMENT CONTRACT

The Interim Superintendent recommends the approval of the employment contract between the Woodland Park Board of Education and the Safety/Attendance Officer, retroactive to October 5, 2011.

Motion by SALEMI, Seconded by KEATING

Roll Call Vote- 7 YES

212- 116 -FIELD TRIP APPROVAL – BROADWAY PLAY

The Interim Superintendent, on the advice of the Building Principal of Memorial School, Mr. Charles Silverstein, recommends approval of a field trip for Grade 6 students to visit the Majestic Theater, NYC, to see "Phantom of the Opera" on June 6, 2011, along with a visit to Madame Tussauds Wax Museum and lunch at "Planet Hollywood" at an approximate cost of \$105.00 per student.

See Attached

Motion by DASILVA, Seconded by SALEMI

Roll Call Vote- 7 YES

212-117 -APPROVAL STAFF CLASS CHANGE

The Interim Superintendent recommends ratification of approval to allow the following class changes based on the attainment of additional college credits.

Retro from September 1, 2011 for the staff listed below:

Laura Masefield – From Class I Step 6 to Class II Step 6 – Salary \$58,990

Keith McElroy – From Class II Step 12 to Class III Step 12 – Salary \$77,710

Cassandra Lazzara – From Class II Step 14 to Class III Step 14 – Salary \$84,440

Rosa Leporini – From Class II Step 14 to Class III Step 14 – Salary \$84,440

Motion by KEATING, Seconded by HAYEK

Roll Call Vote- 7 YES

212-118 - APPROVAL TO RATIFY THE FOLLOWING FLOOD EMERGENCY CONTRACTS

The Business Administrator recommends ratification of the following emergency contracts relating to flooding at Memorial School.

VENDOR	PO #	DESCRIPTION	APPROX. AMOUNT
BMS CAT	12-0569	Demolition & Cleanup of Memorial	\$ 400,000.00
JR CONTRACTING	12-0478	Emergency Asbestos Floor Tile Removal & Disposal	\$ 48,810.00
SALOMONE BROS.	12-0597	Emergency Electrical Work to Restore Power and Hookups	\$ 22,846.26
MANHATTAN WELD	12-0559	Repair damaged boilers	\$ 45,000.00
METRIC PLUMBING	12-0513	Labor & Materials to disconnect plumbing as related to repairs for mold remediation	\$ 1,906.50
METRIC PLUMBING	12-0576	Labor & Materials for Hot Water Heaters/Sinks Science & Kitchen	\$ 3,786.00
H&S CONTRACT.	12-0529	Replace & Install Unit Ventilators damaged during flood	\$180,800.57
H&S CONTRACT.	12-0534	Replacement of damaged drywall in café.	\$ 17,653.54
H&S CONTRACT.	12-0535	Remove & Replace damaged water tank	\$ 15,222.38
H&S CONTRACT.	12-0536	Replace damaged doors	\$ 6,759.71
H&S CONTRACT.	12-0550	Replace damaged emergency sensors	\$ 3,215.95
H&S CONTRACT.	12-0556	Reinstall damaged tile in bathrooms	\$ 9,578.58
H&S CONTRACT.	12-0564	Replace damaged insulation in Cafeteria	\$ 8,102.33
AGGREKO	12-0588	Temporary heat at Memorial School	\$ 30,460.00

Motion by KASSAI , Seconded by DASILVA

Roll Call Vote- 7 YES

212-119 -DICARA/RUBINO ARCHITECTS– AWARD OF CONTRACT

The Business Administrator in consultation with the Buildings & Grounds Committee, recommends award of contract to DiCara Rubino Architects, to provide architectural services for all flood restoration work at Memorial School as proposed. (Cost to be reimbursed by insurance company)

Motion by PASCRELL , Seconded by KASSAI

Roll Call Vote – 7 YES

212-120 -HIRE NEW TEACHER CHARLES OLBON – E. PERROTTA

The Interim Superintendent, on the advice of the Charles Olbon Principal, recommends the hiring of Elisabetta Perrotta as a kindergarten teacher, effective October 18, 2011 at a salary of \$50,015, Class I, Step I, to be prorated.

Motion by DASILVA , Seconded by HAYEK

Roll Call Vote – 7 YES

212-121 -TRANSFER OF POSITIONS CHARLES OLBON-L. ZUBER

The Interim Superintendent, on the advice of the Charles Olbon Principal, recommends the transfer of positions for Linda Zuber from part-time lunch aide to part-time classroom aide at a salary of \$13.64/hr, for no more than 27.5 hours per week, with no benefits.

Motion by PASCRELL , Seconded by KEATING

Roll Call Vote – 7 YES

212-122 -TERMINATION OF LONG TERM SUBSTITUTE – M. ZAMLOUT

The Interim Superintendent recommends the termination of contract for Maria Zamlout as long term substitute effective November 7, 2011 due to return of Sibel Bayram from maternity leave.

Motion by DASILVA , Seconded by HAYEK

Roll Call Vote - 7 YES

212-123 - AWARD OF BID – MEMORIAL SCHOOL CAFETERIA EQUIPMENT

WHEREAS, a recommendation was made by the Interim Superintendent of Schools and the Business Administrator to the **Woodland Park Board of Education (“Board”)** to seek a contract for supplying and installing kitchen equipment at Memorial School, Project #2222 (hereinafter the “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Wednesday, October 12, 2011, the Board received the following bids from potential bidders in accordance with N.J.S.A.18A:18A-1, et seq.;

Vendor	Singer Equip	Culinary Depot
Base Bid	\$94,781.00	\$114,359.90
Total	\$94,781.00	\$114,359.90

WHEREAS, the lowest bid submitted by Singer Equipment., has been reviewed and determined to be in compliance with New Jersey Public Contract Laws, N.J.S.A. 18A:18A-1, et seq. and the Bid Specifications, and

WHEREAS, the Board, has considered the recommendation of the Interim Superintendent of Schools, the Business Administrator, and the Construction Professionals and approves same;

NOW, THEREFORE:

BE IT FURTHER RESOLVED, that the Board hereby awards the Project to Singer Equipment. in the amount of \$94,781.00 (Dollars).

Motion by PASCRELL , Seconded by SALEMI

Roll Call Vote – 7 YES

ADDENDUM TO SUPERINTENDENT’S REPORT

212-124 - 2011-2012 COMPREHENSIVE MAINTENANCE PLAN

The Acting Superintendent, on the advice of the Business Administrator, recommends approval of the 2011-2012 Comprehensive Maintenance Plan.

Motion by HAYEK , Seconded by SALEMI

Roll Call Vote – 7 YES

212-125 - STAFF STIPENDS ASSIGNMENTS – WITHDRAWN BY BOARD PRESIDENT

The Interim Superintendent at the request of the Supervisor of Curriculum and Instruction requests the following stipend positions which will be funded through the NCLB Grant at \$34/hour to:

Peer Tutoring Coordinator: Rosa Grimes (not to exceed 95hrs.)

ESL Tutor: Anna Szorc (not to exceed 62 hrs.)

Lead Teachers: Lauren Wittig, Joanne Kelly, Lisette Hernandez, William Krakower, Erin Wilson (not to exceed 76hrs.)

Motion by _____, Seconded by _____

Roll Call Vote

212-126 - APPROVAL OF FACILITIES USE- CO

The Interim Superintendent requests the BOE approve the request for the West Paterson Soccer Association to use the Charles Olbon School gymnasium, effective immediately, until the start of basketball season, from 6:30pm-9:00pm, subject to use of the gym by the district.

Motion by KEATING , Seconded by PASCRELL

Roll Call Vote – 7 YES

COMMUNICATIONS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

BOARD ATTORNEY'S REPORT

NONE

PUBLIC HEARING

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NO ONE WISHED TO BE HEARD

ADJOURNMENT

Motion to adjourn at 8:15 p.m. by PASCRELL, Seconded by DASILVA

Voice Vote – 7 YES

WOODLAND PARK BOARD OF EDUCATION

EXECUTIVE SESSION

October 17, 2011

ITEMS DISCUSSED:

1. Mr. Merlino discussed litigation matter (D.T.)
2. Board discussed negotiations with the WPEA