

WOODLAND PARK BOARD OF EDUCATION
WORKSHOP MEETING MINUTES
OCTOBER 1, 2012

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 – Bob Kassai, Francie Keating, Mark Salemi, Tara Hayek, Joanne Mitchell, Ron Pascrell, Tanya DaSilva, Dina Bargiel, Tom Bolen

Members Absent –

Also Present - Elaine Baldwin, Tom DiFluri

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

Special Presentation – Mayor Kazmark – Memorial Field Facilities Improvement

Mayor Kazmark presented plan to improve the Memorial/BG fields. Concept plan prepared by Boswell-McCleve Engineering was handed out. The municipality is funding the entire cost of the project through Green Acres Program.

Dr. Salemi asked about pavers in area adjacent to Memorial School Gym.

Mr. Bolen asked if picnic area by Pridmore Field could be relocated to allow emergency vehicle access.

Mrs. Hayek added if safety cones for crossing to Boys & Girls Club could be added.

Mayor will be presenting plan to Boys & Girls Club and then recommend to council. Board in general agreement with plan. Mayor Kazmark will contact Superintendent about formal resolution that is needed from the Board of Education.

NEW BUSINESS – ACTION WILL BE TAKEN

PERSONNEL: Dr Salemi will report on Personnel matters.

213-57- HIRE OF SUBSTITUTE CUSTODIANS

Motion by SALEMI Seconded by BOLEN

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the emergent hire of the following substitute custodians:

William Terrill @ \$18/hr. (holds Black Seal)

Ihor Atamanchuk @ \$18/hr. (holds Black Seal)

Ralph Trombino @ \$15/hr. (no Black Seal)

Roll Call: 9 YES

213-58- FEDERAL FAMILY LEAVE ACT

Motion by SALEMI Seconded by KASSAI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve Susan Varcadipane for leave pursuant to the Federal Family and Medical Leave Act (FMLA), running from September 4, 2012 through January 1, 2013.

Roll Call: 9 YES

ADDENDUM

213-2A — APPOINTMENT OF ACTING PRINCIPAL

Motion by SALEMI Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the appointment of Janet Kolano, as Acting Principal at Charles Olbon, from October 18, 2012 through December 31, 2012, at the rate of \$400 per diem.

BE IT FURTHER RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve days of transition, not to exceed 3 days.

Roll Call: 9 YES

FINANCE:

213-59- TRAVEL REIMBURSEMENT

Motion by KEATING Seconded by HAYEK

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the following travel reimbursements for the 2012-2013 school year:

Name	Activity	Date	Fee	Travel	Meals	Lodging
Caitlin LaBarbera	Autism NJ Annual Conf.	10/12/12	\$250	None	None	None
Joanne Kelly	Conferencing with Student Writers	10/18/12	\$219	None	None	None
Meghan Glenn	Conferencing with Student Writers	10/18/12	\$219	None	None	None

Roll Call: 9 YES

BUILDINGS & GROUNDS: Mr. Pascrell will report on Buildings & Grounds matters:

213-60- USE OF FACILITIES – BEATRICE GILMORE

Motion by PASCRELL Seconded by DASILVA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve request by the Girl Scouts of Northern NJ, to use Beatrice Gilmore conference room, two times per month, 2:40pm-4:30pm, from October 2012 through June 2013.

Roll Call: 9 YES

NEW BUSINESS – ACTION WILL NOT BE TAKEN

The Board discussed the following items that will be on the agenda for the October 15, 2012 regular meeting.

213-APPROVAL OF MINUTES

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the minutes of the September 17, 2012 regular meeting and the September 17, 2012 Executive Session.

Roll call vote

213-APPROVAL OF REGISTER REPORT

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the September 2012 Register Report.

Roll Call:

BOARD ACTION:

213-NJSBA CONVENTION

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attendance of the listed district employees and Board of Education members, to the NJSBA Convention and the costs of attendance including all registration fees and statutorily authorized travel expenditures.

Roll Call:

The Board members listed below affirmed their attendance.

<u>Program Name</u>	<u>Date</u>	<u>Employee Name/s</u>	<u>No. Attending</u>	<u>Approx. Event Cost</u>	<u>Total Cost</u>
NJSBA CONVENTION	10/23-10/25 2011	Tom DiFluri Robert Kassai Francie Keating Mark Salemi Joanne Mitchell Ron Pascrell Tanya DaSilva Dina Bargiel Tom Bolen	9	Approx. \$550/per person	Approx. \$4,950.00

PERSONNEL: Dr. Salemi will report on the Personnel Meeting of September 17, 2012 and action to be taken at the regular meeting.

213- HIRE OF VIDEOGRAPHER

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the hire of Justin Minella, @ \$60 per session, to videotape BOE meetings, as needed.

Roll Call:

213- RESCIND APPOINTMENT/APPROVE APPOINTMENT

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to rescind Resolution 213-02 of the July 16, 2012 Board meeting.

BE IT FURTHER RESOLVED, that the Woodland Park Board of Education affirms its responsibility to ensure all students attend school in an environment that is free of hazing and/or harassment, intimidation or behaviors associated with bullying. The Interim Superintendent recommends the appointment of the following staff as Anti-Bully Specialists for our schools and District Anti-Bullying Coordinator:

Anti-Bullying Coordinator (District)	Mr. Keith McElroy
Anti-Bullying Specialist (BG)	Mrs. Kristy Knapp
Anti-Bullying Specialist (CO)	Mr. Keith McElroy
Anti-Bullying Specialist (MS)	Ms. Kerry McGlame

Roll Call:

213- NEW SUBSTITUTES

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the new substitute teacher list for October of the 2012-2013 school year per the Passaic County Educational Services Commission.

Roll Call:

EDUCATION: Mrs. Bargiel will report on action to be taken at the regular meeting.

213- PCECSC – OT & PT SERVICES

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to ratify contract with PCECSC to provide OT & PT Services for the 2012-2013 school year.

OT Services – 5 days per week \$97,248/yr.

PT Services – 3.5 days per week \$62,467/yr.

Roll Call:

Ms. Baldwin said she is awaiting work schedule and terms of employment from PCECSC

213- STIPEND POSITION

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the appointment of Mina Chang as the coordinator of the Festival of Arts and Science, at Memorial School for the 2012-2013 school year, at the rate of \$250/year, as per WPEA contract.

Roll Call:

Board members recommended Arts & Science Festival be split into separate locations to differentiate both disciplines. Matter referred to Education Committee.

213- DISTRICT EVALUATION ADVISORY COMMITTEE

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the establishment of the District Evaluation Advisory Committee for the 2012-2013 school year, and approve the members serving on the committee as follows:

1. Elaine Baldwin
2. Linda Dewey
3. Carlos Gramata
4. Charles Silverstein
5. John DiGiovachino
6. Narin Stassis
7. Sharon Tomback
8. Michele Behnken
9. Christine Cook
10. Naomi Feldhamer
11. Lynn Meeker
12. Tanya DaSilva

Roll Call:

FINANCE: Mrs. Keating will report on the Finance meeting of September 17, 2012 and action to be taken at the regular meeting.

213- SECRETARY/TREASURER REPORTS

Motion by _____ Seconded by _____

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 August 2012 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of August 31, 2012 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:

213-- APPROVAL OF BILL LIST

Motion by _____, Seconded by _____.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of bills in the amount of \$

<u>Bill List No.</u>	<u>Amount</u>
Total Bill List	\$

Roll Call Vote:

213- TRANSFERS

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of transfers for the month of August 2012.

Roll Call Vote :

<u>Account #</u>	<u>Acct. Description</u>	<u>Old Amount</u>	<u>Adjustment</u>	<u>New Balance</u>
11-000-100-562-00	Tuition Other Leas	\$129,600.00	(\$28,506.00)	\$101,094.00
11-000-100-566-00	Tuition Priv Sch Disab	\$457,712.00	\$ 28,506.00	\$486,218.00
11-000-252-600-00	Supplies & Materials	\$ 6,000.00	\$ 100.00	\$ 6,100.00
11-000-261-420-00	Clean Repair & Maint Svc	\$120,743.00	(\$2,850.00)	\$117,893.00
11-000-262-100-00	Salaries Cust & Play Aide	\$400,582.00	\$ 2,750.00	\$403,332.00
30-000-400-450-10-03	Construction Services	\$644,905.95	\$132,000.00	\$776,905.95
30-000-400-450-20-07	Construction Services	\$306,364.00	(\$18,617.00)	\$287,747.22
30-000-400-610-00	Furniture Supplies	\$ 0.06	\$ 36,617.00	\$ 36,617.06

BUILDINGS & GROUNDS: Mr. Pascrell will report on action to be taken at the regular meeting.

Discussion – Parking Lot Construction at Charles Olbon

Mr. Pascrell & Mr. DiFluri reviewed construction plan and schedule for parking lot at CO. Board in agreement with plan outlined in Mr. DiFluri’s memo dated September 19, 2012.

213- SIGNAGE – MEMORIAL SCHOOL

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the purchase of 4’ x 8’, two- sided LED sign, from Student Sign Company, in the amount of \$10,985.

Third party installation approximately \$2,500

Roll Call:

Several Board members suggested one district-wide sign shared with municipality, to be placed in front of BG instead. Mr. Pascrell said it would be confusing and dangerous trying to read all the information at the rate of speed on McBride Ave. Mrs. Hayek asked why sign was rejected at end of prior school year when the HSA was willing to pay for it. Ms. Baldwin will check with Mr. Silverstein. Discussion then ensued on mascot to be displayed on sign. Board in favor of panther instead of mustang. Ms. Baldwin to report back after meeting with administrators.

POLICY: Mr. Kassai will report on action to be taken at the regular meeting.

OLD BUSINESS:

Mr. Pascrell reported on positive comments he received from parents about new dress code. He also said he is getting complaints by several parents about inappropriate clothing worn by teachers. Ms. Baldwin said there is a staff dress code in place and will reinforce it with principals.

Mrs. Keating said she was very pleased how the new bathrooms at BG turned out.

Mr. Bolen said the PBA is looking to donate \$500 to purchase student clothing for families in need.

Ms. Hayek inquired about residency enforcement. Board members should relay any information they have to the Superintendent.

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.

Lou Taylor commended the Board for the installation of new lights in Memorial Gym. He then asked if Memorial School bathrooms could be used during weekend sporting events all year round. Mr. DiFluri will look into feasibility.

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 8:50 p.m. by BOLEN, seconded by BARGIEL.
Voice Vote: 9 YES

Motion to return to Regular Session at 9:15 p.m. by KEATING, seconded by PASCRELL.
Voice Vote: 9 YES

ADJOURNMENT

Motion to adjourn at 9:16 p.m. by BOLEN, Seconded by KASSAI
Voice Vote: 9 YES

WOODLAND PARK BOARD OF EDUCATION

EXECUTIVE SESSION MINUTES

ITEMS DISCUSSED:

- Dr. Salemi updated Board on Negotiations meeting held on September 27, 2012 with WPEA. Process will move to fact finding.
- Ms. Baldwin reported on HIB matter 2013-01 to the Board.