

**WOODLAND PARK BOARD OF EDUCATION**

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

**THOMAS DIFLURI, RSBA**  
Business Administrator/Board Secretary

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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 September 19, 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 MINUTES**

**September 19, 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. Public Hearing**
  - 8. Secretary's Reports**
  - 9. Treasurer's Reports**
  - 10. Bill List**
  - 11. Transfers**
  - 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 MINUTES**  
September 19, 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, Tara Hayek, Joanne Mitchell, Ron Pascrell, Tanya DaSilva, Dina Bargiel, Tom Bolen*

Members Absent – Mark Salemi arrived at 7:00pm

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 6:32 p.m. by DASILVA, seconded by BARGIEL.

Voice Vote – 8 YES

Motion to return to Regular Session at 7:35 p.m. by BARGIEL, seconded by BOLEN.

Voice Vote - 9 YES

## **APPROVAL OF MINUTES**

Motion by, BOLEN seconded by, BARGIEL to approve the minutes of the August 1, 2011 workshop meeting and the August 15, 2011 regular meeting.

Roll call vote - 9 YES

*A representative from BMS Cat, the company hired to clean Memorial after the flood, gave an overview of work that was done at Memorial.*

## **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.

Stephen Shultz – President WPEA – Mr. Shultz wanted to thank everyone who volunteered and came out to support the COBGHSA carnival.

Mrs. Mitchell gave an update on the testing at Memorial and said they are looking into testing again in December to ensure school safety. She also said that the B&G Club offered use of their building to hold gym classes.

## **REPORT OF THE SECRETARY**

Motion by BOLEN , Seconded by BARGIEL to approve the attached report of the Secretary for the month of July 2011 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of July 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 – 9 YES

## **TREASURER’S REPORT**

Motion by DASILVA , Seconded by KEATING , to approve the attached Treasurer’s Report for the month of JULY 2011.

Roll Call Vote – 9 YES

## **APPROVAL OF BILL LIST**

Motion by BARGIEL , Seconded by SALEMI .to approve the attached list of bills in the amount of \$ 937,297.50 , subject to review and approval by Finance Chairperson, Francie Keating.

<u>Bill List No.</u>	<u>Amount</u>
#66	\$222,198.90
#C65	\$715,098.60
Total Bill Lists	\$937,297.50

Roll Call Vote - 9 YES

**TRANSFERS**

Motion by KEATING , Seconded by BOLEN to approve the attached list of transfers for the month of JULY 2011.

**Roll Call Vote – 9 YES**

<b>Account #</b>	<b>Acct. Description</b>	<b>Old Amount</b>	<b>Adjustment</b>	<b>New Balance</b>
11-204-100-101-00	Sal of Teachers Sp. Ed.	\$ 266,240.00	(\$56,965.00)	\$ 209,275.00
11-204-100-106-00	Other Sal for Inst.	\$ 245,485.00	(50,000.00)	\$ 195,485.00
11-214-100-101-00	Salaries of Teach – Autism	\$ 55,970.00	\$ 56,965.00	\$ 112,935.00
11-214-100-106-00	Other Salaries – Autism	\$ 50,503.00	\$ 50,000.00	\$ 100,503.00
11-120-100-101-00	Grades 1-5 Salaries of Teachers	\$1,894,955.00	\$103,838.00	\$1,998,793.00
12-000-400-450-00	Construction Services	\$ 300,000.00	\$ 30,000.00	\$ 330,000.00
12-120-100-730-00	Grades 1-5 Equipment	\$ 0.00	\$ 10,000.00	\$ 10,000.00
11-000-100-562-00	Tuition other Leas	\$ 271,570.00	(\$55,000.00)	\$ 216,570.00
11-000-100-566-00	Tuition Priv. Sch Disab	\$ 389,053.00	\$ 55,000.00	\$ 444,053.00
11-000-213-600-30	Supplies & Materials	\$ 2,800.00	\$ 400.00	\$ 3,200.00
11-000-252-340-00	Purchased Tech Services	\$ 5,676.00	\$ 375.00	\$ 6,051.00
11-000-252-600-00	Supplies & Materials	\$ 5,000.00	\$ 304.00	\$ 5,304.00
11-120-100-101-00	Grades 1-5 Salaries of Teach	\$1,998,793.00	(\$4,536.00)	\$1,994,257.00
11-204-100-610-30	LLD General Supplies	\$ 2,000.00	\$ 45.00	\$ 2,045.00
11-213-100-610-30	General Supplies RR	\$ 0.00	\$ 331.00	\$ 331.00
11-214-100-610-10	Autistic General Supplies	\$ 0.00	\$ 1,663.00	\$ 1,663.00
11-214-100-610-20	Autism-General Supplies	\$ 2,121.00	\$ 1,418.00	\$ 3,539.00
30-000-400-450-30-11	Construction Services	\$ 349,564.87	\$300,000.00	\$ 649,564.87
30-000-400-390-10-03	Capital Proj Prof Servc	\$ 50,031.75	\$ 27,511.46	\$ 77,543.21
30-000-400-390-20-07	Capital Proj Prof Servc	\$ 0.00	\$ 21,059.00	\$ 21,059.00
30-000-400-390-20-08	Capital Proj Prof Servc	\$ 0.00	\$ 27,000.00	\$ 27,000.00
30-000-400-390-30-11	Capital Proj Prof Servc	\$ 0.00	\$ 7,926.77	\$ 7,926.77
30-000-400-390-30-12	Capital Proj Prof Servc	\$ 4,523.15	\$ 51,015.85	\$ 55,539.00
30-000-400-450-10-03	Construction Services	\$1,452,125.00	(\$27,511.46)	\$1,424,613.54
30-000-400-450-20-07	Construction Services	\$1,578,236.19	(\$21,059.00)	\$1,557,177.19
30-000-400-450-20-08	Construction Services	\$ 446,044.86	(\$27,000.00)	\$ 419,044.86
30-000-400-450-30-11	Construction Services	\$ 649,564.87	(\$7,926.77)	\$ 641,638.10
30-000-400-450-30-12	Construction Services	\$ 411,600.00	(\$51,015.85)	\$ 360,584.15

**COMMITTEE REPORTS**

Mr. Kassai stated that the critical incident committee met and that a written report was submitted to the Board. He questioned why no one from the district was a member of the OEM. He noted that there was a total lack of communication within the school district during the flood crisis, which is something that will be remedied. Information is being reviewed on portable classrooms, which if needed, can be obtained within 24 hrs., in case the need ever arises again. He also said the Policy committee is reviewing job descriptions.

Mrs. Hayek stated that the Community Relations committee will be meeting later this week or next week.

Mr. Pascrell thanked everyone involved with the flood cleanup.

Mrs. Bargiel said the Education committee met in August. They set a tentative date in November to go over ASK test scores. They are looking into ordering ASK test booklets to work in conjunction with Study Island. They asked that Mrs. Stassis set up a pilot program at BG to help the partially proficient students. Lesson plans will now be utilized through Realtime. The committee discussed individualized scheduling at Memorial. They also discussed that they would like written documentation, to be filed in

**personnel files, if staff responsibilities are not being met. They would also like to see writing assignments corrected and scored so students know what they are doing wrong. The teachers who attended the Readers-Writers workshop over the summer will give the staff an overview of what they learned. The committee also reported that our curriculum is currently aligned with the NJ Content Core Curriculum Standards.**

**Mr. Bolen wanted to thank Mr. Silverstein for all his efforts with the flood cleanup.**

**SUPERINTENDENT'S REPORT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
 September 19, 2011

**SUPERINTENDENT WILL DISCUSS**

Dr. DiGiovachino thanked everyone on a good first day of school. He announced that Back-to-School night at CO will be 9/20, BG on 9/21 and Memorial's postponed until 10/6. He will be sitting down with the Board President and representatives from the WPEA & WPPSA to work out making up the days lost due to the flood.

**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 BOLEN Seconded by SALEMI to accept the recommendation of the Superintendent to approve the following consent agenda number 212-91 through 212-94.

Roll Call Vote – 9 YES

**212-91 - APPROVAL OF SUBSTITUTE LIST**

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

**212-92 - TRANSPORTATION CONTRACTS**

The Interim Superintendent, upon the advice of the Business Administrator, recommends approval of contract with Passaic County Educational Services Commission for the following special education bus routes:

Route #	School (s)	Contractor	# of Students	Estimated Cost per route (incl. surcharge)	Starting Date
1107	Virginia Sawtelle	A-1 Elegant Tours	1	15,868.66 + 634.75	9/11
2057	Beatrice Gilmore School	Station Wagon	6	23,648.40 + 945.94	9/11
4021	Gramon/Glenview	Rudco	1	9,969.54 + 398.78	9/11
4049	PC CP Center	D&M Tours	2	40,816.80 + 1,632.67	9/11
4063	Windsor Lrng Center	Station Wagon	1	14,712.59 + 588.50	9/11
5029	Norman Bleshman	Rudco	1	15,872.58 + 634.90	9/11
5031	New Beginnings	Lenoir's	1	13,158.99 + 526.36	9/11
5058	Charles Olbon	John Leckie	13	33,120.00 + 1,324.80	9/11
5059	Memorial School	Station Wagon	3	23,580.00 + 943.20	9/11
5087	Stepping Stones	Durham Bus	1	25,920.00 + 1,036.80	9/11

**212- 93- INDIVIDUALS WITH DISABILITIES EDUCATION IMPROVEMENT ACT – FISCAL YEAR 2012**

The Interim Superintendent recommends the submission of the Individuals with Disabilities Education Improvement Act (IDEIA) – Fiscal Year 2012 grant application of :

Basic: \$259,235.00

Preschool: \$ 9,117.00

**212- 94 -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.

<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>
PASSAIC COUNTY EDUCATION PARTNERSHIP PDI FOR 2011-2012	10/18/11 2/7/12 5/8/12	LINDA DEWEY	1	\$120.00	\$120.00

**REGULAR AGENDA ITEMS**

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

**212-95 - FACILITIES USE – MEMORIAL SCHOOL**

Board approval is requested by the Woodland Park Recreation Dept. for use of the front area of Memorial School, tables & chairs and internet access/electricity, for Woodland Park Day, on October 15, 2011 from 3:00pm until approximately 9:00pm. (Rain date October 16, 2011) The cost of custodial help will be paid by the Rec Dept. (See Attached)

Motion by BOLEN , Seconded by KEATING

Roll Call Vote- 9 YES

**212-96 - UNIT VENTILATORS DAMAGES BY HURRICANE IRENE**

The Business Administrator recommends emergency contract award to replace Trane Unit Ventilators and wood doors damaged by Hurricane Irene flood at Memorial School at a cost of \$135,075. (Ventilators have a 4 week lead time)

\*\*To be submitted to insurance company for reimbursement.

Motion by KASSAI , Seconded by PASCRELL

Roll Call Vote- 9 YES

**212-97 - LONG TERM SUBSTITUTE – CHARLES OLBON**

The Interim Superintendent, on the advice of CO Principal Linda Dewey, recommends the hiring of Maria Zamlout as a long term substitute for Sibel Bayram at a rate of \$120 per diem with no benefits.

Motion by PASCRELL , Seconded by DASILVA

Roll Call Vote- 9 YES

**212-98 - 2011-2012 NCLB CONSOLIDATED GRANT FUNDING**

The Superintendent recommends the submission of the 2011-2012 NCLB Consolidated Grant in the total amount of \$230,975.00, broken down as follows:

<u>TITLE I – PART A</u>	<u>TITLE II – PART A</u>	<u>TITLE III</u>
\$195,721	\$22,882	\$12,372

Motion by DASILVA , Seconded by PASCRELL

Roll Call Vote- 9 YES



**212-99 - MANHATTAN WELDING – EMERGENCY CONTRACTS**

The Business Administrator recommends award of Emergency Contract to Manhattan Welding to repair three boilers at Memorial School damaged by flood during Hurricane Irene.  
(To be submitted to insurance company for reimbursement)

Motion by KASSAI , Seconded by DASILVA

Roll Call Vote- 9 YES

**ADDENDUM TO SUPERINTENDENT’S REPORT**

**212-100 - LONG TERM SUBSTITUTE – CHARLES OLBON**

The Interim Superintendent recommends the hiring of Anita Stabile as a long term substitute for Claudia Monaghan from October 1, 2011 through June 30, 2012, at a rate of \$120 per diem with no benefits.

Motion by BOLEN , Seconded by PASCRELL

Roll Call Vote- 9 YES

**212-101 - PART TIME LUNCH/PLAYGROUND AIDE – BEATRICE GILMORE**

The Interim Superintendent recommends the EMERGENT hire of Rosanna Serrante as a lunch/playground aide at BG for no more than 2 hours per day, at a rate of \$13.64/hr. with no benefits.

Motion by DASILVA , Seconded by KEATING

Roll Call Vote- 9 YES

**212-102-AWARD OF BID – BG SCHOOL ADDITION/MEMORIAL PARKING LOT**

*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 construction services and materials for renovations and site improvements at Beatrice Gilmore Elementary School and Memorial Middle School, Project #s 2056 and 2057 (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, September 14, 2011, the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*;

Vendor	Tekton	DiCarolis	CR Const	H&S	ARCO	ML Inc.	Stone Creek	Unimak
Base Bid	\$1,941,000	\$2,050,522	\$2,106,000	\$2,150,000	\$2,148,000	\$2,187,000	\$2,228,500	\$2,290,000
Alt. Bid	\$ 115,000	\$ 166,770	\$ 118,600	\$ 110,000	\$ 134,000	\$ 122,000	\$ 131,700	\$ 113,000
Total	\$2,056,000	\$2,217,292	\$2,224,600	\$2,260,000	\$2,282,000	\$2,309,000	\$2,360,200	\$2,403,000

Vendor	Jeral	Ingrassia	NIRAM	SMAC	ICS	Belmont	GPC	Brockwell
Base Bid	\$2,297,000	\$2,298,560	\$2,333,000	\$2,369,282	\$2,449,000	\$2,495,000	\$2,577,000	\$2,690,000
Alt. Bid	\$ 123,000	\$ 129,560	\$ 125,000	\$ 150,000	\$ 108,624	\$ 134,000	\$ 125,000	\$ 119,000
Total	\$2,420,000	\$2,428,120	\$2,458,000	\$2,519,282	\$2,557,624	\$2,629,000	\$2,702,000	\$2,809,000

*WHEREAS*, the first, second and third lowest bidders, Tekton Development Corporation, DiCarolis Associates, and C.R. Construction Co., Inc., all submitted unresponsive bids; and

*WHEREAS*, the bid submitted by H&S Construction & Mechanical, Inc., 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 RESOLVED***, the Board hereby rejects the bids submitted by Tekton Development Corporation, DiCarolis Associates, and C.R. Construction Co., Inc, as unresponsive due to failure to comply with New Jersey Public Contract Laws, N.J.S.A. 18A:18A-1, *et seq.* and the Bid Specifications, and

***BE IT FURTHER RESOLVED***, that the Board hereby awards the Project (Base Bid Contract and Alternate #1) to H&S Construction & Mechanical, Inc. in the amount of \$2,260,000.00 (Dollars).

Motion by KEATING , Seconded by PASCRELL

Roll Call Vote- 9 YES

**212-103-HOT WATER HEATER & STORAGE TANK**

The Business Administrator recommends emergency contract award to replace hot water heater and hot water storage tank, damaged by Hurricane Irene Flood at Memorial School, not to exceed \$15,947 (subject to further negotiations) to H&S Construction.

To be submitted to insurance company for reimbursement.

Motion by KASSAI , Seconded by BOLEN

Roll Call Vote- 9 YES

**COMMUNICATIONS**

NONE

**OLD BUSINESS**

NONE

**NEW BUSINESS**

Mrs. DaSilva thanked everyone who supported the carnival.

**BOARD ATTORNEY'S REPORT**

NONE

**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.

Ms. Dewey – Principal CO – Ms. Dewey thanked the church on Lackawanna Ave. for donating school supplies to children affected by the flood. She also thanked Jack Wittig and the custodial staff, along with her staff for getting everything ready for the start of the new school year.

**ADJOURNMENT**

Motion to adjourn at 8:10 p.m. by PASCRELL , Seconded by BOLEN

Voice Vote - 9 YES

**WOODLAND PARK BOARD OF EDUCATION**

**EXECUTIVE SESSION**

**September 19, 2011**

**ITEMS DISCUSSED:**

- Mr. Merlino updated Board on WPEA grievance (W.M.)
- Mr. Merlino discussed bid award (See Resolution #212-102)
- Business Administrator updated Board on emergency purchase of unit ventilators at Memorial School. (temporary heat) Resolution #212-96