

THE WOODLAND PARK BOARD OF EDUCATION
REGULAR MEETING MINUTES
OCTOBER 21, 2019

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 – Chris Mania, Adam Chaabane, Christine Tiseo, MaryAnn Perro, Lisa Marshall, Jairo Rodriguez, Laura Vargas

Members Absent – Dina Bargiel, Mark Salemi (arrived at 7:25)

Also Present - Michele Pillari, Tom DiFluri, Adam Weiss

EXECUTIVE SESSION I

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 7:05 p.m. by PERRO, seconded by VARGAS
Voice Vote: 7 YES

Motion to return to Regular Session at 8:05 p.m. by PERRO, seconded by RODRIGUEZ
Voice Vote: 8 YES

PRESENTATION: Mrs. Irizarry gave an update presentation on the new Pre-K classes.

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.

Karen Criscione – President WPEA

Mrs. Criscione commented on two agenda items asking for family leave. She stated to the board that as parents they know the importance of doing what's best for their children and hope they will vote in favor of these requests.

Sanjay Desai – 186 Mount Pleasant Ave.

Mr. Desai commented on agenda item 220-121. He wanted to know how many evaluations were needed and if we could get someone cheaper. He also commented on 220-126. He wanted to know how we came up with the estimated figure and if we applied to the state for grant money.

Dr. Pillari informed him that we needed to go into contract for educational evaluations for now because we have not filled the open position of LDTC. Mr. DiFluri stated that the architects came up with an estimated amount for the work at CO based on costs for the projects done this summer. He also stated that right now there are no grants available at this time.

220-100 - APPROVAL OF MINUTES

Motion by PERRO Seconded by VARGAS

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the minutes of the September 9, 2019 workshop and the September 23, 2019 regular meetings.

BE IT FURTHER RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Executive Session minutes of the September 9, 2019 workshop and the September 23, 2019 regular meetings.

Roll Call: 8 YES

SUPERINTENDENT'S REPORT

BOARD ATTORNEY'S REPORT

Mr. Weiss had nothing to report to the public but would have a report in executive session.

BUSINESS ADMINISTRATOR'S REPORT

Mr. DiFluri stated that request for quotes went out for install of the new LED lighting in CO & BG gym. He hopes to have it installed the week of 11/4.

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 PERRO Seconded by RODRIGUEZ to accept the recommendation of the Superintendent to approve the following consent agenda numbers 220-101 through 220-110.

Roll Call: 8 YES

220-101 - APPROVAL OF REGISTER REPORT

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the September 2019 Register Report.

220-102 - 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 months of August 2019 and September 2019 "Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of August 31, 2019 and September 30, 2019 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"

220-103 - 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 \$362,225.55, approved by finance committee chairperson, Jairo Rodriguez.

<u>Bill List No.</u>	<u>Amount</u>
#64	\$310,831.25
#L39	\$ 51,394.30

220-104 - TRANSFERS

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the attached list of transfers for the months of August 2019 and September 2019.

August

<u>Account #</u>	<u>Acct. Description</u>	<u>Old Amount</u>	<u>Adjustment</u>	<u>New Balance</u>
11-000-262-420-00	Clean Repair & Maint	\$23,096.00	\$800.00	\$23,896.00
11-000-262-610-00	General Supplies	\$88,000.00	(\$800.00)	\$87,200.00

September

<u>Account #</u>	<u>Acct. Description</u>	<u>Old Amount</u>	<u>Adjustment</u>	<u>New Balance</u>
11-000-291-241-00	Other Retirement Contrib	\$205,000.00	(\$2,018.00)	\$202,982.00
11-000-291-248-00-00	Deferred PERS Pymt	\$ 7,950.00	\$ 18.00	\$ 7,968.00
11-204-100-610-10-00-060	LLD-General Supplies	\$ 3,000.00	\$2,000.00	\$ 5,000.00

220-105 - APPROVAL OF MATERNITY/FAMILY LEAVE – J. MIRANDA

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve maternity/family leave for Justine Miranda, teacher at CO, under the Federal Family Leave act, starting on or about February 10, 2020-March 9, 2020, utilizing accumulated days. Following FFL, time will be taken under the NJ Family Leave Act for 12 weeks. Expected return to work June 1, 2020.

220-106- APPROVAL OF MATERNITY/FAMILY LEAVE – S. KRASNOMOWITZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve maternity/family leave for Samantha Krasnomowitz, teacher at CO, under the Federal Family Leave act, starting on or about February 3, 2020-March 24, 2020, utilizing accumulated days. Following FFL, time will be taken under the NJ Family Leave Act for 12 weeks. Expected return to work June 23, 2020.

220-107 - APPROVAL OF MATERNITY/FAMILY LEAVE – A. HOPE

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve maternity/family leave for Abigail Hope, teacher at CO, under the Federal Family Leave act, starting on or about February 19, 2020-March 27, 2020, utilizing accumulated days. Following FFL, time will be taken under the NJ Family Leave Act for 12 weeks. Expected return to work September 8, 2020.

220-108 - ACCEPTANCE OF CODE OF ETHICS 2019-2020

BE IT RESOLVED THE WOODLAND PARK BOARD OF EDUCATION, acknowledges receipt and review of the Code of Ethics for School Boards.

220-109 - 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 lists for October 2019, as per the Northern Regional Educational Services Commission.

220-110 - 2019-2020 COMPREHENSIVE MAINTENANCE PLAN

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION to approve the 2019-2020 Comprehensive Maintenance Plan, as attached.

REGULAR AGENDA ITEMS

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

Personnel:

220-9A – RATIFY APPROVAL OF EMPLOYEE SUSPENSION

Motion by VARGAS Seconded by RODRIGUEZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to ratify approval of the suspension, with pay, of employee ID#4056, effective 10/17/19 – TBD.

Roll Call: 8 YES

220-111 - CONTRACT APPROVAL – MASTER TEACHER – E. FRANCISCO-Removed from Agenda

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the employment contract for Elis Francisco, Master Teacher, for the 2019-2020 school year, @ \$70,000.00, prorated from January 2, 2020-June 30, 2020. The Board president is hereby authorized and directed to execute the employment contract that is substantially in the same form as the one attached hereto.

Roll Call:

220-112 - APPOINTMENT OF PART TIME AIDE – D. BARTOLOMEO

Motion by VARGAS seconded by RODRIGUEZ.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Danielle Bartolomeo as a part time aide at BG, for the 2019-2020 school year, \$22/hr., not to exceed 27 ½ hrs. per week, no benefits, effective 10/22/19.

Roll Call: 8 YES

220-113 - APPOINTMENT OF LUNCH AIDE FOR THE 2019-2020 SCHOOL YEAR-E. DELRIO

Motion by VARGAS, Seconded by PERRO.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Elizabeth DelRio as a lunch aide at CO, \$16.50/hr., 2 hrs. per day, not to exceed 10 hrs. per week. Effective 10/22/19.

Roll Call: 8 YES

220-114 - REQUEST FOR EXTENSION OF FAMILY LEAVE- D. DAVIDSON

Motion by VARGAS, Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve extension of family leave for Dana Davidson, teacher at CO, from January 2, 2020 – March 31, 2020, without pay or benefits.

Roll Call: 7 YES, 1 NO-CHAABANE

220-115 - REQUEST FOR LEAVE OF ABSENCE – L. GONZALEZ

Motion by VARGAS, Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve leave of absence for Lisette Gonzalez, teacher at Memorial School, under the NJ Family Leave Act from January 2, 2020 – March 26, 2020.

Roll Call: 8 YES

220-115A- REQUEST FOR LEAVE OF ABSENCE – L. GONZALEZ

Motion by VARGAS, Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve extended leave of absence for Lisette Gonzalez, teacher at Memorial School, from March 27, 2020 – June 30, 2020, without pay or benefits. Expected return to work September 2020.

Roll Call: 6 YES, 2 NO-CHAABANE, MARSHALL

Education:

220-116 - WORKSHOP/TRAVEL REIMBURSEMENT

Motion by PERRO Seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the following travel reimbursements for the 2019-2020 school year:

Roll Call: 8 YES

Name	Activity	Date	Fee	Travel	Expenses
Lorraine Altomare Monica Voinov	Garden State Google Summit	January 12, 2020	\$175/ea	\$48.64ea	NA

220-117 - RATIFY WORKSHOP/TRAVEL REIMBURSEMENT

Motion by PERRO Seconded by TISEO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to ratify approval of the following travel reimbursements for the 2019-2020 school year:

Roll Call: 8 YES

Name	Activity	Date	Fee	Travel	Expenses
Sherry Toole	AENJ Conference	October 6-7, 2020	\$245	\$39.06	Approx \$200

220-118 - APPROVAL OF OBSERVATION HOURS

Motion by PERRO Seconded by TISEO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve observation hours for Montclair University student, Hayley Shea. Observation time will be 35 hours in the Special Education department.

Roll Call: 8 YES

220-119 - APPROVAL OF 2019-2020 DISTRICT BOARD GOALS

Motion by PERRO, Seconded by RODRIGUEZ.

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the 2019-2020 District Board Goals, as attached.

Roll Call: 8 YES

Finance:

220-120 - RATIFY APPROVAL OF CONTRACT NRESC- HOME INSTRUCTION

Motion by RODRIGUEZ Seconded by VARGAS

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to ratify approval of contract with NRESC to provide home instruction services beginning September 30, 2019-June 30, 2020 at a rate of \$65/hr.

Roll Call: 8 YES

220-121 -RATIFY APPROVAL OF CONTRACT NRESC- EDUCATIONAL EVALUATIONS

Motion by RODRIGUEZ Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to ratify approval of contract with NRESC to provide educational evaluation services beginning October 15, 2019-June 30, 2020 at a rate of \$375 per evaluation.

Roll Call: 8 YES

220-122 - PERSONNEL CHARGED TO 2020 ESEA GRANT

Motion by RODRIGUEZ Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve charging the following staff members' salaries and pension/FICA benefits to the ESEA grant:

Roll Call: 8 YES

Title I BSI Salaries

SCHOOL	EMPLOYEE	TOTAL SALARY	AMOUNT CHARGED TO TITLE I	% OF SALARY CHARGED TO TITLE I
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BG	Veronica Seavy	\$68,665	\$44,502	65%
CO	Samantha Krasnomowitz	\$68,665	\$65,370	95%
CO	Justine Miranda	\$63,665	\$12,307	19%
Memorial	Susan O'Donnell	\$83,715	\$35,326	42%
Memorial	Dustin Waters	\$57,715	\$56,550	98%
	Totals	\$342,425	\$214,055	3.2 FTE

Title II A

SCHOOL	EMPLOYEE	TOTAL SALARY	AMOUNT CHARGED TO TITLE II A	% OF SALARY CHARGED TO TITLE II A
Districtwide	Elba Castrovinci	\$ 87,550	\$ 33,972	39%

Title I SIA

SCHOOL	EMPLOYEE	TOTAL SALARY	AMOUNT CHARGED TO TITLE SIA	% OF SALARY CHARGED TO TITLE SIA
BG & Memorial	Browen Calderon	\$ 87,125	\$ 16,000	18%

220-123 - NRESC –TRANSPORTATION CONTRACT

Motion by RODRIGUEZ Seconded by TISEO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the transportation contract with NRESC for the following 2019-2020 bus route: (McKinney Vento)

Route#	School (s)	Contractor	# of Students	Estimated Cost per Route (+ surcharge)	Starting Date
MS2FL19	Memorial School	Omar Transport.	2	13,110.00+458.85	9/18/19-12/20/19

Roll Call: 8 YES

Buildings & Grounds:

220-124 - MEMORANDUM OF AGREEMENT

Motion by VARGAS Seconded by PERRO

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Memorandum of Agreement between the Woodland Park Police Dept. and the Woodland Park School District, for the 2019-2020 school year.

Roll Call: 8 YES

220-125 -APPROVAL OF CONTRACT – COPPA MONTALBANO ARCHITECTS

Motion by VARGAS Seconded by RODRIGUEZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve professional services contract with Coppa Montalbano Architects for Charles Olbon School renovation project as attached.

Roll Call: 8 YES

220-126 - APPROVAL OF CHARLES OLBON SCHOOL CLASSROOM/KITCHEN/ELECTRICAL SERVICE RENOVATION PROJECT

Motion by VARGAS Seconded by RODRIGUEZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to authorize Coppa Montalbano Architects to prepare and submit facilities project application to the New Jersey Department of Education, for the renovation and inclusion of air conditioning of five classrooms, the renovation of food service kitchen and electrical service upgrades. Estimated cost of project, \$793,000, excluding cost of furniture. Project cost funded with district's capital reserve fund except kitchen renovations which will be funded with food services fund.

Roll Call: 8 YES

Policy:

220-127 - APPROVAL OF EXISTING POLICIES & REGULATIONS REVISIONS

Motion by MARSHALL Seconded by CHAABANE

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the 1st reading and adoption of the revisions of the following existing policies & regulations:

POLICY/REGULATION #	POLICY/REGULATION	MANDATED/RECOMMENDED
3159	Teaching Staff Member/School District Reporting Responsibilities	Mandated
3218 & R3218	Use, Possession or Distribution of Substances	Mandated
4218 & R4218	Use, Possession or Distribution of Substances	Mandated
4219	Commercial Driver’s License Controlled Substance and Alcohol Use Testing	Mandated
6112 & R6112	Reimbursement of Federal and Other Grant Expenditures	Mandated
7440 & R7440	School District Security	Mandated
8600	Student Transportation	Mandated
8630	Driver/Bus Aide Responsibilities	Mandated
R8630	Emergency School Bus Procedures	Mandated
8670	Transportation of Special Needs Students	Mandated
9210	Parent Organizations	Recommended
9400	Media Relations	Recommended

Roll Call: 8 YES

220-128 - APPROVAL OF NEW POLICIES & REGULATIONS

Motion by MARSHALL Seconded by RODRIGUEZ

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the 1st reading of the following new policies & regulations:

POLICY/REGULATION #	POLICY/REGULATION	MANDATED/RECOMMENDED
1642 & R1642	Earned Sick Leave Law	Mandated
5517	School District Issued Student Identification Cards	Recommended
R8600	Student Transportation	Recommended

Roll Call: 8 YES

Mr. Mania left the meeting at this point.

COMMITTEE REPORTS

Pre-K – Mrs. Tiseo reported the committee met on 10/9/19. They discussed the preliminary budget and the application which needs to be submitted by 11/15. They agreed to meet again to discuss the preliminary budget and once more to finalize staffing and pre-k budget for 2020.

Buildings & Grounds – Mrs. Vargas reported the committee discussed the pipeline behind CO and they will review this matter in the spring. They discussed the lights in BG & CO gym. The committee is looking for feedback from teachers in the new classrooms at CO as to how well they like the setup of the rooms. This will help in preparing for next year’s renovations. They discussed updates to the kitchen at CO. Upgrades of the fire alarm wiring was also discussed. Pending issues are the pipeline and horseshoe behind CO.

Personnel – Mrs. Vargas reported the committee discussed master teacher position and said they want to meet with the union and get their feedback. They discussed the open positions in the district. They discussed the

Family Leave benefits reimbursement costs. Posting of the Assistant BA was discussed. They also want to meet with the union to discuss head custodian salary.

Community Relations – Mrs. Perro reported the committee discussed branding and logo update. Dr. Pillari is working with vendor and borough with this. A service was held for Josephine Palman and it was discussed as to how the board would like to create a memorial on school grounds for her and another student we lost a few years ago. It was discussed having the students do presentations at the meetings. It was suggested to create a monthly calendar with events from all the schools on it. The education foundations was discussed. They also want to come up with a way to reach out to the community to answer questions & concerns.

Dr. Pillari reported on the annual HIB School Self-Assessment.

NEW BUSINESS

Mr. Chaabane asked if the board could get ID badges. He also asked if the teachers and/or custodians could come in early and let the kids go in the school as opposed to waiting outside. Dr. Pillari said she will have ID badges made but the start times of the staff are part of negotiations.

PUBLIC HEARING

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Sanjay Desai-186 Mt. Pleasant Ave.

Mr. Desai asked for an update on the opening of School #1. He commented that he hopes to see the master teacher on the next agenda as not to jeopardize the grant. He also thinks we should hire someone who as at least 5 years' experience as a pre-k or master teacher.

Keith Kazmark – 160 Highview Dr.

Mr. Kazmark reported that 82% of Woodland Park students had a library card. He encouraged the board to reach out to the remaining students and families to obtain a card. The library board is applying for a grant to expand the library and the percentage of cardholders and usage is one of the criteria in receiving the grant.

EXECUTIVE SESSION II

MOTION TO GO INTO CLOSED SESSION

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- 4) The board does/does not expect to take action after Executive Session.

Motion to go into Executive Session at 9:07 p.m. by PERRO, seconded by SALEMI
Voice Vote: 7 YES

Motion to return to Regular Session at 10:05 p.m. by CHAABANE, seconded by MARSHALL
Voice Vote: 7 YES

ADJOURNMENT

Motion to adjourn at 10:05 p.m. by CHAABANE, Seconded by MARSHALL
Voice Vote: 7 YES

WOODLAND PARK BOARD OF EDUCATION
EXECUTIVE SESSION I MINUTES

ITEMS DISCUSSED:

- Board discussed family leave request for employee ID#4164 (Employee RICED)
- Board discussed Master Teacher position

WOODLAND PARK BOARD OF EDUCATION
EXECUTIVE SESSION II MINUTES

ITEMS DISCUSSED:

- The Superintendent discussed HIB case #2020-01
- Board attorney discussed possible litigation
- Board discussed personnel matter regarding family leave health benefits costs reimbursement