

WOODLAND PARK BOARD OF EDUCATION
WORKSHOP MEETING MINUTES
MARCH 4, 2013

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 – Francie Keating, Mark Salemi, Maria Flynn, Ron Pascrell, Dina Bargiel, Tom Bolen

Members Absent – Tanya DaSilva, Bob Kassai, Joanne Mitchell (arrived at 7:10pm)

Also Present - Elaine Baldwin, Tom DiFluri

SPECIAL PRESENTATION: MS. ROBYN MEEHAN-NJSBA

Robyn Meehan, of the NJSBA, presented a workshop to the Board, reinforcing their role and duties as Board members, as well as that of the Interim Superintendent. The Board members then participated in a team building workshop exercise.

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.

No on wish to be heard.

NEW BUSINESS – ACTION WILL BE TAKEN

EDUCATION: Mrs. Bargiel reported on matters of education

Minutes of the Education committee meeting will be reported at the March 18th meeting.

213-143 - 2012-2013 PROGRESS TARGETS ACTION PLAN

Motion by BARGIEL, seconded by MITCHELL

BE IT RESOLVED, by the Woodland Park Board of Education, to approve the submission of the 2012-2013 Progress Targets Action Plan, to the County Office.

Roll Call: 7 YES

FINANCE: Mrs. Keating reported on matters of finance.

2013-2014 BUDGET DISCUSSION

Ms. Baldwin discussed the key points of the 2013-2014 Preliminary Budget. Mrs. Keating expressed the importance of going to the cap in order to provide the best education possible for the students.

213-144-ADOPTION OF PRELIMINARY BUDGET FOR THE 2013-2014 SCHOOL YEAR

Motion by KEATING, seconded by FLYNN

BE IT RESOLVED, by the Woodland Park Board of Education, County of Passaic, that the preliminary 2013-2014 School District Budget be approved as follows:

	BUDGET	LOCAL TAX LEVY
Total General Fund	\$15,769,055	\$14,110,079
Total Special Revenue Fund	\$ 420,515	NA
Total Debt Service Fund	\$ 519,919	\$ 519,918
TOTALS	\$16,709,489	\$14,629,997

FURTHER RESOLVED: Included in the general fund budget is \$275,000 for excess costs to be withdrawn from the Board of Education’s approved Capital Reserve Account to supplement the approved September 29, 2009 referendum of \$6,102,758 local share of referendum for any or all of the thirteen approved NJDOE Projects #'s 1 through 13, as needed;

FURTHER RESOLVED: Use of banked cap in the amount of \$53,796 to be included in base budget to fund escalating special education costs. The district intends to complete said purpose by June 2014.

FURTHER RESOLVED that the Woodland Park Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$103,777. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

Roll Call: 7 YES

213-145 -TRAVEL REIMBURSEMENT

Motion by KEATING Seconded by SALEMI

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

Roll Call: 7 YES

Name	Activity	Date	Fee	Travel	Meals	Lodging
Teresa Carbonelli	The Many Facets of School Nursing	3/8-3/9 2013	\$199.00	\$19.91	None	None
Carlos Gramata	NJASCD Annual Conference	3/7/13	\$199.00	None	None	None

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

213-146- USE OF FACILITIES

Motion by PASCRELL Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve use of Memorial School Cafeteria, on March 23, 2013, for the Woodland Park Board of Recreation’s annual Bunny Breakfast. (BOE custodian(s) at contractual rate)

Roll Call: 7 YES

PERSONNEL: Dr. Salemi will report on action to be taken.

213-10A – HIRE OF MATERNITY LEAVE REPLACEMENT

Motion by SALEMI Seconded by KEATING

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the appointment of Frank Kasper, as a maternity leave replacement for a LLD class at Beatrice Gilmore, effective March 13, 2013 to June 30, 2013, at a per diem rate of \$150.

Roll Call: 7 YES

213-11A – EMPLOYEE STIPEND – RE-REGISTRATION

Motion by SALEMI Seconded by MITCHELL

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Interim Superintendent, to approve the appointment of the following employees to work the re-registration of students in grades 2, 4 & 6, not to exceed 10 hrs., at a rate of \$28.75/hr.

- Lynn Meeker
- Melissa Colon
- Sharon Riggi
- Georgina Ruzicka
- Dolores Reda

Roll Call: 7 YES

NEW BUSINESS – ACTION WILL NOT BE TAKEN

213-APPROVAL OF MINUTES

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the minutes of the February 4, 2013 workshop meeting and the February 11, 2013 regular meeting.

Roll call vote

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the Executive Session minutes of the February 4, 2013 workshop meeting, the February 11, 2013 regular meeting.

Roll Call:

213-APPROVAL OF REGISTER REPORT

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the February 2013 Register Report.

Roll Call:

PERSONNEL: Dr. Salemi will report on action to be taken at the regular meeting.

EDUCATION: Mrs. DaSilva will report on the Education Committee of February 25, 2013.

FINANCE: Mrs. Keating will report on 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 January 2013 “Pursuant to N.J.A.C.6: 20-2.12©, we certify that as of January 31, 2013 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:

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>
72	
C73	
F74	
L12	
Total Bill List	\$

Roll Call:

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 January 2013.

Roll Call:

<u>Account #</u>	<u>Acct. Description</u>	<u>Old Amount</u>	<u>Adjustment</u>	<u>New Balance</u>
30-000-400-450-20-06	Construction Services	\$ 571,536.00	\$256,746.62	\$ 828,282.82
30-000-400-450-20-07	Construction Services	\$ 260,497.22	(\$217,359.66)	\$ 43,137.56
30-000-400-450-30-13	Construction Services	\$ 53,255.93	(\$39,015.00)	\$ 14,240.93
30-000-400-610-00	Furniture/Supplies	\$ 36,617.06	(\$372.16)	\$ 36,244.90
11-000-100-566-00	Tuition Priv Sch Disab	\$ 531,494.00	\$ 28,300.00	\$ 559,794.00
11-000-230-530-00	Communications/Telephone	\$ 48,930.00	\$ 2,400.00	\$ 51,330.00
11-000-251-600-00	Supplies & Materials	\$ 7,600.00	\$ 300.00	\$ 7,900.00
11-000-291-241-00	Other Retirement Contrib	\$ 187,251.00	(\$15,000.00)	\$ 172,251.00
11-000-291-270-00	Health Benefits	\$2,101,110.00	(\$28,400.00)	\$2,072,710.00
11-190-100-610-30	General Supplies	\$ 93,100.00	\$ 12,400.00	\$ 105,500.00
30-000-400-390-10-03	Capital Proj Prof Service	\$ 31,385.38	\$ 5,046.67	\$ 36,432.05
30-000-400-390-20-06	Capital Proj Prof Service	\$ 62,867.12	\$ 17,533.71	\$ 80,400.83
30-000-400-350-30-13	Capital Proj Prof Service	\$ 15,465.47	\$ 696.00	\$ 16,161.47
30-000-400-450-10-03	Construction Services	\$ 756,426.95	(\$23,276.38)	\$ 733,150.57

213- PCEC – 2012-2013 TRANSPORTATION CONTRACT

Motion by _____ Seconded by _____

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the transportation contract with PSEC for the following 2012-2013 bus route:

Roll Call:

<u>Route#</u>	<u>School (s)</u>	<u>Contractor</u>	<u># of Students</u>	<u>Estimated Cost per Route (+ surcharge)</u>	<u>Starting Date</u>
3079	Windsor Academy	D&M Tours	1	\$7,053.12+282.12	1/21/13-6/13

213-TRAVEL REIMBURSEMENT

Motion by _____ Seconded by _____

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

Roll Call:

Name	Activity	Date	Fee	Travel	Meals	Lodging
Eileen Cieslak	Math Work Stations to Reinforce Common Core Math Standards	5/7/2013	\$219.00	\$8.06	None	None

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

Mr. Pascrell updated the Board on the geese control.

POLICY: Mrs. DaSilva will report on action to be taken at the regular meeting.

OLD BUSINESS:

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.

No one wished to be heard.

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 8:25 pm by KEATING, seconded by MITCHELL

Motion to return to Regular Session at 9:30 pm by KEATING, seconded by MITCHELL

ADJOURNMENT

Motion to adjourn at 9:30 p.m. by MITCHELL, Seconded by KEATING

WOODLAND PARK BOARD OF EDUCATION

EXECUTIVE SESSION MINUTES
MARCH 4, 2013

ITEMS DISCUSSED:

- Ms. Baldwin discussed incidents of HIB#11 & HIB#12
- Ms. Baldwin discussed replacement for principal at Charles Olbon School