

WOODLAND PARK BOARD OF EDUCATION

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

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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
October 21, 2019
The meeting will be held in the
Municipal Building
5 Brophy Lane
Woodland Park, NJ
at 7:00 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 21, 2019

MONDAY, 7:00 P.M. MUNICIPAL BUILDING
5 BROPHY LANE
WOODLAND PARK, NJ 07424

- Agenda:**
- 1. Opening of Meeting**
 - 2. Pledge of Allegiance**
 - 3. Roll Call**
 - 4. Public Hearing**
 - 5. Approval of Minutes**
 - 6. Superintendent's Report**
 - 7. Board Attorney's Report**
 - 8. Business Administrator's Report**
 - 9. Committee Reports**
 - 10. Old Business**
 - 11. New Business**
 - 12. Public Hearing**
 - 13. Executive Session**
 - 14. Adjournment**

Mission

The Mission of the Woodland Park School District is to provide a well-rounded educational experience which will prepare our students to develop high levels of academic achievement, engage in a lifelong desire to learn and develop a deep respect for life, individuality and diversity in the 21st century and our global society.

Vision

To work collaboratively in order to foster an environment that supports continuous learning and achievement for all stakeholders in our community.

In order to achieve this, we are committed to continuous job-embedded learning for all educators.

THE WOODLAND PARK BOARD OF EDUCATION
REGULAR MEETING
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 -

Members Absent -

Also Present -

PRESENTATION: Pre-K Presentation

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.

220-100 - APPROVAL OF MINUTES

Motion by _____ Seconded by _____

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:

SUPERINTENDENT'S REPORT

BOARD ATTORNEY'S REPORT

BUSINESS ADMINISTRATOR'S REPORT

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

Roll Call:

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:

220-111 - CONTRACT APPROVAL – MASTER TEACHER – E. FRANCISCO

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 _____ seconded by _____.

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:

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

Motion by _____, Seconded by _____.

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:

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

Motion by _____, Seconded by _____

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:

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

Motion by _____, Seconded by _____

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. Extended leave of absence is requested from March 27, 2020 – June 30, 2020, without pay or benefits. Expected return to work September 2020.

Roll Call:

Education:**220-116 - WORKSHOP/TRAVEL REIMBURSEMENT**

Motion by _____ Seconded by _____

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

Roll Call:

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 _____ Seconded by _____

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:

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 _____ Seconded by _____

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:

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

Motion by _____ Seconded by _____

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

Roll Call

Finance:**220-120 - RATIFY APPROVAL OF CONTRACT NRESC- HOME INSTRUCTION**

Motion by _____ Seconded by _____

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:

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

Motion by _____ Seconded by _____

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:

220-122 - PERSONNEL CHARGED TO 2020 ESEA GRANT

Motion by _____ Seconded by _____

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:

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 _____ Seconded by _____

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:

Buildings & Grounds:

220-124 - MEMORANDUM OF AGREEMENT

Motion by _____ Seconded by _____

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:

220-125 -APPROVAL OF CONTRACT – COPPA MONTALBANO ARCHITECTS

Motion by _____ Seconded by _____

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:

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

Motion by _____ Seconded by _____

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:

Policy:**220-127 - APPROVAL OF EXISTING POLICIES & REGULATIONS REVISIONS**

Motion by _____ Seconded by _____

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:

220-128 - APPROVAL OF NEW POLICIES & REGULATIONS

Motion by _____ Seconded by _____

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:

COMMITTEE REPORTS

Personnel

Buildings & Grounds

OLD BUSINESS**NEW BUSINESS****PUBLIC HEARING**

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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 _____ p.m. by _____, seconded by _____
Voice Vote:

Motion to return to Regular Session at _____ p.m. by _____, seconded by _____
Voice Vote:

ADJOURNMENT

Motion to adjourn at ____ p.m. by _____, Seconded by _____
Voice Vote:

WOODLAND PARK BOARD OF EDUCATION
EXECUTIVE SESSION

ITEMS DISCUSSED: