

**WOODLAND PARK BOARD OF EDUCATION**  
**WORKSHOP MEETING**  
**DECEMBER 9, 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, Mark Salemi, MaryAnn Perro, Lisa Marshall, Dina Bargiel, Laura Vargas,

Members Absent – Jairo Rodriguez

Also Present - Michele Pillari, Tom DiFluri, Doug Silvestro

**PRESENTATION - Jim Cerullo, of Ferroioli, Wielkoltz, Cerullo & Cuva, discussed the 2018-2019 Financial Audit results with the Board and discussed refunds of outstanding bonds.**

**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.

No one wished to be heard.

**NEW BUSINESS – ACTION WILL BE TAKEN**

**220-156 - ACCEPTANCE OF THE 2019 COMPREHENSIVE ANNUAL FINANCIAL REPORT**

Motion by SALEMI, Seconded by VARGAS.

BE IT RESOLVED, THE WOODLAND PARK BOARD OF EDUCATION has received and accepts the audit report for the fiscal year ended June 30, 2019, prepared by Ferraioli, Wiekotz, Cerullo, and Cuva, Certified Public Accountants and further resolved, that the Woodland Park Board of Education has reviewed and discussed the audit recommendations and has approved the Corrective Action Plan for the audit recommendations.

RECOMMENDATION NUMBER	CORRECTIVE ACTION REQUIRED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	PLANNED COMPLETION DATE OF IMPLEMENTATION
Financial Accounting Reporting 2019-01 There was one employee included in our testing of payroll benefits that was out on leave that was not direct billed for their health benefit contribution.	Employees out on leave shall be direct billed for their share of health benefits.	At time of employee's request for leave, employee shall be notified if any period of leave beyond use of accumulated sick/vacation time, will be direct billed for their share of health benefits. Look back period shall extend 7 years.	Business Administrator	Immediately
2019-02 Two staff travel reimbursement requests were not approved in the board minutes	All staff travel reimbursement requests be approved in the minutes	Staff travel reimbursement requests shall be denied unless there is prior board approval	Superintendent	Immediately

Roll Call: 8 YES

### **220-157 - APPROVAL OF CONTRACT - SUPREME CONSULTANTS**

Motion by VARGAS Seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve contract with Supreme Consultants, to act as a liaison to district families who qualify for government services, at no cost to the district.

Roll Call: 8 YES

### **220-158 - APPROVAL OF JOB DESCRIPTION REVISION – HEAD CUSTODIAN**

Motion by BARGIEL Seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, to approve the job description revision of Head Custodian, as attached, *WITH MODIFICATIONS*.

Roll Call: 8 YES

### **220-159-APPOINTMENT OF HIRE – ASSISTANT BUSINESS ADMINISTRATOR – P. MURPHY**

Motion by BARGIEL Seconded by SALEMI

BE IT RESOLVED BY THE WOODLAND PARK BOARD OF EDUCATION, upon the recommendation of the Superintendent, to approve the appointment of Paul Murphy, as assistant business administrator, at a salary of \$113,000, prorated. Anticipated start date 2/19/20, pending receipt of proper paperwork.

Roll Call: 8 YES

### **NEW BUSINESS – ACTION WILL NOT BE TAKEN-PREVIEW OF 12/16/19 MEETING**

The Board discussed action to be taken at the regular meeting.

### **COMMITTEE REPORTS:**

Policy: The committee discussed our policy on allowing students to bring laptop computers home. They need to come up with a solution to ensure coverage if laptop gets lost or broken at home. They looked into insurance coverage, parent waiver forms and guidelines for at home use. The topic needs further discussion to finalize.

Community Relations: The committee is working with the town to help with school branding with the hope to launch September 2020. They discussed the Josephine Palman tree dedication. They discussed dedicating the 8<sup>th</sup> grade yearbook to a student who had passed away a few years ago, who would have been in 8<sup>th</sup> grade this year. They are waiting for the new board members to be sworn in to move forward with the Education Foundation. It was discussed to bring in a chiropractor for a wellness session for the teachers and administrators. It was also discussed to bring in a financial literacy expert for the middle school to discuss financial literacy and what that means and how they can start taking steps to managing money. Dr. Pillari said they are looking into starting a cycle class next year on that subject.

### **OLD BUSINESS:**

Mrs. Perro said she received a thank you from Mr. Silverstein. She said to look over the tentative meeting calendar for next year and it will be voted on at the reorg meeting on January 6<sup>th</sup>.

Mrs. Vargas asked when we are having a program to explain to the students what Stigma Free is. Dr. Pillari said she is waiting on the Stigma Free organization to see when they are available. Mrs. Tiseo said she attending a workshop in Trenton on Stigma Free. She obtained a lot of valuable information on this subject and shared some of it with the board.

## **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. In accordance with Bylaw 0167, statements will be limited to 3 minutes in duration.

Karen Criscione – WPEA President

Mrs. Criscione asked who is going to be in charge of keeping track of the laptops as to who is allowed to bring them home and who isn't. She said that it should not be the responsibility of the teachers.

## **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 8:55 pm by SALEMI, seconded by VARGAS  
Voice Vote: 8 YES

Motion to return to Regular Session at 9:50 pm by BARGEIL, seconded by SALEMI  
Voice Vote: 8 YES

## **ADJOURNMENT**

Motion to adjourn at 9:50 p.m. by BARGIEL, Seconded by SALEMI  
Voice Vote: 8 YES

## **WOODLAND PARK BOARD OF EDUCATION** **EXECUTIVE SESSION MINUTES**

### **ITEMS DISCUSSED:**

- Board discussed teacher position moves
- Board discussed teacher certifications
- Board discussed Head Custodian Position
- Board attorney discussed WPEA Grievance