

**MINUTES OF THE PUBLIC MEETING
Board of Education
Midland Park, New Jersey
June 21, 2016**

The Pledge of Allegiance was recited.

The meeting was called to order by James Canellas at 8:00 p.m. and the following statement was read:

"Adequate notice of this meeting was provided as specified in the Open Meeting Act. Notices of this meeting were sent to the Record, Ridgewood News and to the Midland Park Borough Clerk for the 2016 elective year. A notice was also posted outside of the office of the Midland Park Board of Education in a place reserved for such announcements. The Board announces that under its long-standing policy, it will not discuss in public any comments made by members of the public concerning individual staff members. In addition, all questions must be presented to the Board of Education during the public session and prior to the adjournment of the meeting."

ROLL CALL

Present:	James Canellas	Sandra Criscenzo
	Patricia Fantulin	Richard Formicola
	Brian McCourt	William Sullivan
	Timothy Thomas	Peter Triolo

Excused: Maryalice Thomas

OTHERS PRESENT

Staff: Marie Cirasella, Superintendent of Schools
Stacy Garvey, Business Administrator/Board Secretary

PRESIDENT'S REPORT

Mission Statement

The Midland Park School District as part of a strong, dedicated community, provides its students with a comprehensive, adaptive education aligned to 21st century knowledge and Skills needed for success in college and career. The district maximizes all resources to empower students to realize their individual worth and responsibility, with the expectation they achieve the New Jersey state standards at all grade levels.

Mr. Canellas expressed his thanks to the Staff and Administrators for the magnificent graduation ceremony.

SUPERINTENDENT'S REPORT

Report of District Violence & Vandalism and Incidents of Harassment, Intimidation & Bullying (HIB)

Open to the Public:

District policy states that anyone wishing to speak on an agenda item prior to its vote by the full Board will have an opportunity to do so without prior notice.

No one chose to speak at this time.

BOARD MOTIONS

Motion – Ms. Criscenzo, seconded – Mr. Triolo . . .

1. Approve the minutes of the following regularly scheduled public meetings held on:

May 3, 2016

Roll Call: All Yes

Motion – Mr. Sullivan, seconded – Mr. Triolo . . .

May 24, 2016

Roll Call: 6 Yes (Criscenzo, Formicola, Sullivan, Thomas, Triolo, Canellas)

2 Abstain (Fantulin, McCourt)

Motion – Ms. Criscenzo, Mr. McCourt . . .

2. Authorize the Superintendent to hire staff over the summer months with retroactive Board approval.

Roll Call: All Yes

- A. Personnel – (M. Cirasella)

APPENDIX

Board resolutions related to hiring for the 2016-2017 school year will be on an emergency basis, pursuant to N.J.S.A. 18A:6-7.1, N.J.S.A. 18A:39-17 and/or N.J.S.A. 18A:6-4.13, as applicable.

Motion – Ms. Criscenzo, seconded – Mr. Triolo . . .

To approve the following block motion:

1. Accept the resignation of Andrew Anderson, English & Broadcasting teacher at the high school, effective June 30, 2016.
2. Approve the appointment of the following HIB positions for the 2016-2017 school year. The stipend will be determined pending completion of negotiations.

Craig Rush

Elizabeth Chase

Nina Fasciano

District Anti Bullying Coordinator

Midland Park Jr./Sr. High School Anti Bullying Specialist

Midland Park Jr./Sr. High School Anti Bullying Specialist

Kelly Scala

Godwin/Highland Elementary School Anti Bullying Specialist

3. Approve the appointment of Teresa Wecht as the Option II Coordinator at the high school for the 2016-2017 school year. Her stipend will be determined pending completion of negotiations.

Roll Call: All Yes

Motion – Mr. Sullivan, seconded – Ms. Criscenzo . . .

4. Approve the appointment of Beth Kasbarian as a .3 Clerk for the Midland Park Continuing Education program. She will be placed in Category IV, Step 1 of the MPEA Secretarial salary guide, effective September 1, 2016 through June 30, 2017. Her salary will be determined pending completion of negotiations.

Roll Call: All Yes

Motion – Ms. Criscenzo, seconded – Mr. Sullivan . . .

To approve the following bloc motion:

5. Approve the summer hours for Beth Kasbarian, Clerk for the Midland Park Continuing Education program, for up to 25 hours.
- +6. Rescind the May 24, 2016 Board appointment of Ryan Panagia as a summer Custodial/Maintenance worker.**
- +7. Approve the following appointments as part-time summer Custodians. They will be paid at the approved hourly rate, effective July 1, 2016 through August 31, 2016:**

Derrick Gordon

Aleksander Pobiarzyn

- +8. Accept the resignation of Rafik Saad as a part-time Bus Driver, effective June 23, 2016.**
- +9. Approve the appointment of Joan O’Neill as a summer part-time Bus Driver. She will be paid at the approved hourly rate, effective June 27, 2016 through August 31, 2016.**
- +10. Approve the appointment of Maureen Barbour as a summer substitute Bus Driver. She will be paid at the approved hourly rate.**
- +11. Approve the appointment of Michele Morrell as a summer substitute Bus Aide. She will be paid at the approved hourly rate.**

Roll Call: All Yes

Motion – Ms. Criscenzo, seconded – Mr. Sullivan . . .

To approve the following block motion:

- +12. Approve the appointment of Reyna Malave as a 1:1 Aide for a high school classified student in the Stepping Stones ESY Program at Fair Lawn High School, Fair Lawn, NJ from June 27, 2016 through July 28, 2016. She will be paid as per the MPEA Secretarial/Instructional Aide salary guide (salary to be determined pending completion of negotiations) for four hours per day, four days per week.**

+13. Authorize the payment in the amount of \$22,110.25 to Marie Cirasella, Superintendent of Schools, for attainment of the 2015-2016 Merit Goals, as approved by the Interim Executive County Superintendent.

+14 Approve the following revised/new job descriptions, as per the attached appendices:

- | | |
|---|----------------|
| a. Director of Curriculum, Instruction & Assessment | <u>A-14 a.</u> |
| b. District Technology & Data Coordinator | <u>A-14 b.</u> |
| c. Technology Coordinator | <u>A-14 c.</u> |
| d. Computer Technician | <u>A-14 d.</u> |
| e. Media Technician | <u>A-14 e.</u> |
| f. Fishing Club Advisor | <u>A-14 f.</u> |

+15. Approve the change in title for Melissa Quackenbush to Director of Curriculum, Instruction & Assessment, effective July 1, 2016.

+16. Approve the appointment of Sarah Grimaldi as a teacher for the PSD Self-Contained class for the ESY program from July 5 – July 19, 2016. She will work five days per week for 2 ½ hours per day. She will be paid as per the MPEA contract (salary to be determined, pending completion of negotiations).

+17. Rescind the May 24, 2016 Board appointment of Kathleen LePage as a Speech Language Specialist for the ESY program on an as needed basis.

+18. Approve the appointment of Kathleen LePage as a teacher for the PSD Self-Contained class for the ESY program from July 5 – July 29, 2016. She will work five days per week for 2 ½ hours per day. She will be paid as per the MPEA contract (salary to be determined, pending completion of negotiations).

+19. Approve the paid maternity leave for Jean Swanson, elementary school teacher, effective approximately September 21, 2016 through October 18, 2016; a paid child care leave, effective approximately October 19, 2016 through November 15, 2016; an unpaid leave of absence as per the Family Medical Leave Act, effective approximately November 16, 2016 through February 14, 2017 and an unpaid leave of absence, effective February 15, 2017 through June 30, 2017.

+20. Approve the appointment of David Capozzi as an Instructional Aide at the high school, effective September 1, 2016 through June 30, 2017. He will be placed in Category V, Step 3 of the MPEA Secretarial/Instructional Aide salary guide (salary to be determined pending completion of negotiations).

Roll Call: All Yes

Motion – Ms. Criscenzo, seconded – Mr. Sullivan . . .

To approve the following block motion:

+21. Approve the appointment of Suzanne Esposito and Barbara Makela as alternating Coordinators for the Midland Park Continuing Education Before School Child Care program, effective September 1, 2016 through June 30, 2017.

- +22. Approve the appointment of Suzanne Esposito and Joyce Gomez as alternating Coordinators for the Midland Park Continuing Education After School Child Care program, effective September 1, 2016 through June 30, 2017.
- +23. Approve the appointment of Joyce Gomez as an alternate sub for the Midland Park Continuing Education Before School Child Care program, effective September 1, 2016 through June 30, 2017.
- +24. Approve the appointment of Barbara Makela as an alternate sub for the Midland Park Continuing Education After School Child Care program, effective September 1, 2016 through June 30, 2017.
- +25. Approve the appointment of Megan Conklin as an After Care Homework Aide for the Midland Park Continuing Education After School Child Care program, effective September 1, 2016 through June 30, 2017.
- +26. Approve the following appointments as Aides for the Midland Park Continuing Education After School Child Care program, effective September 1, 2016 through June 30, 2017:

Karen Fracassini - as needed basis
Joan Papapietro - as needed basis
Lori Ranges - as needed basis
Braeden Plowman

Roll Call: All Yes

Motion – Mr. Triolo, seconded – Ms. Criscenzo . . .

- S-27. Approve the following changes to the list of Advisors to Activities and Clubs at the high school for the 2015-2016 school year, retroactive to October 20, 2016:

		<u>Stipend</u>
Delete:	Maureen Donatien Student Senate Advisor	
Add:	Nicholas Capuano Student Senate Advisor	\$2,288 (prorated)

Roll Call: All Yes

Motion – Mr. Triolo, seconded – Ms. Fantulin . . .

- S-28. Accept the resignation of Shilpa Palawat as a .5 French teacher in the Highland School, effective June 30, 2016.

Roll Call: All Yes

B. Finance Committee – (J. Canellas, Chairperson) APPENDIX

Motion – Mr. Thomas, seconded – Mr. Formicola . . .

To approve the following block motion:

- 1. Approve the following resolution:

RESOLVED: That pursuant to N.J.A.C. 6:20-2.13(e), we certify that as of May 31, 2016, after review of the Secretary’s monthly financial report (appropriations section), and upon consultation

with the appropriate District officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2.13 (b), and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year, subject to the conditions of P.L. 1701.

2. Approve the following block motion:

- a. May 2016 direct pays in the amount of \$87,841.64.
- b. May 2016 Continuing Education claims in the amount of \$62,135.22.
- c. May 2016 cafeteria claims in the amount of \$ 34,564.77.
- d. June 2016 claims in the amount of \$396,438.79.

3. Approve the following block motion:

- a. Second May 2016 payroll in the amount of \$589,324.43.
- b. First June 2016 payroll in the amount of \$586,994.73.

4. Approve the financial reports of the Board Secretary for the period May 1 – 31, 2016, which are attached as an appendix. B-4

5. Approve the transfers between accounts for the period May 1 – 31, 2016, which are attached as an appendix. B-5

6. Authorize the Business Administrator to cancel outstanding checks in the various school accounts, in accordance with the auditor's recommendation, as per the attached appendix. B-6

7. Approve the list of scholarships for the 2015-2016 school year, as per the attached appendix. B-7

8. Approve the following resolution for the transfer of current year surplus to reserve:

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Midland Park Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Midland Park Board of Education has determined to retain as yearend unreserved undesignated fund balance for the year end June 30, 2016 an amount not-to-exceed the state mandated 2% cap plus an additional \$400,000.00; with the excess above this amount, in an amount not to exceed the maximum allowable amount defined by the district's Long Range Facility Plan is to be transferred to the Capital Reserve Account subject to the verification upon completion of the Audit;

NOW, THEREFORE BE IT RESOLVED, by the Midland Park Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- +9. **Approve the tuition rate for out-of-district students to attend the Midland Park Public Schools for the 2016-2017 school year, as follows:**

Kindergarten	\$16,593.00
Grades 1-5	\$19,149.00
Grades 6-8	\$17,462.00
Grades 9-12	\$19,519.00

- +10. **Approve the following resolution:**

BE IT RESOLVED: that upon the recommendation of the Superintendent of Schools, Dr. Marie Cirasella, the Midland Park Board of Education approves the submission of the following school facilities project to the New Jersey Department of Education for review and approval:

<u>School</u>	<u>Project</u>
Midland Park High School	Cell Tower Installation
Midland Park High School	Media Center Renovations

- +11. **Approve ITG Innovative Therapy Group to provide services on an as needed basis for the 2016 Extended School Year and the 2016-2017 school year.**

- +12. **Approve the following resolution:**

RESOLVED: that the Midland Park Board of Education approves this shared services agreement, including but not limited to CST evaluations at the rate of \$310 per evaluation, hourly student therapies and other student support services at the rate of \$67.00 per hour, non public school services and other services as requested to be provided by Region V consultants on an as needed basis for the 2016-2017 school year.

- +13. **Approve the reimbursement in the amount of \$2,000 to the parents of high school classified student CS to attend Total Teen Experience Camp from July 5, 2016 to August 17, 2016.**

- +14. **Approve the following out-dated high school textbooks to be decommissioned:**
An Introduction to Programming, 1999 – 38 copies
An Introduction to Programming, 2003 – 24 copies

Roll Call: All Yes

Motion – Mr. Thomas, seconded Ms. Fantulin . . .

- S-B1. Rescind the following resolution approved on March 22, 2016:

B16.

BE IT RESOLVED : That upon the recommendation of the Superintendent of Schools , the Midland Park Board of Education approves the following school facilities project.

<u>School:</u>	Midland Park High School
<u>Project:</u>	New Storage Building

Contractor: CB Structures, Inc., 202 Orlan Rd., New Holland, PA 17557

Bid Amount: \$97,358.00

Roll Call: All Yes

Motion – Mr. Thomas, seconded – Mr. McCourt. . .

S-B2. Approve the following resolution:

WHEREAS, the Midland Park board of Education advertised for bids for the Storage Barn to Office Conversion at Midland Park High School Project (hereinafter referred to as the “Project”); and

WHEREAS, on June 16, 2016, the Board received and publicly opened four bids for the Project; and

WHEREAS, Pharos Enterprises, LLC submitted the lowest responsible bid for this Project with the alternates listed below, with a base bid in the amount of \$573,000, plus an additional \$19,500 for Alternate No. 6, and an additional \$94,000 for Alternate No. 12, for a total contract sum of \$686,500;

WHEREAS, Pharos Enterprises’ bid is responsive in all material respects, and it is the Board’s desire to award the contract for the Project to Pharos Enterprises.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the contract for the Storage Barn to Office Conversion at Midland Park High School Project to Pharos Enterprises, LLC in a total contract amount of \$686,500.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the successful contractor furnishing the requisite insurance certificate and labor and materials/performance bonds as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor and A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

Roll Call: All Yes

C. Curriculum Committee – (S. Criscenzo, Chairperson)

Motion – Ms. Criscenzo, seconded – Mr. Triolo . . .

1. Approve the following staff member requesting workshop attendance:

Name	Workshop	Location	Cost	Date
Jo Ann Polhemus	Rutgers AP Summer Institute	New Brunswick, NJ	\$1,151.48	7/19-7/22/2016
Diana Ragone	Orton Gillingham	Secaucus, NJ	\$1,138.00	8/1-8/5/2016

Roll Call: All Yes

Motion – Ms. Criscenzo, seconded – Mr. Thomas . . .

+2. Approve the new club proposal at the high school:

Fishing Club

Roll Call: 7 Yes (Criscenzo, Formicola, McCourt, Sullivan, Thomas,

Motion – Ms. Criscenzo, seconded – Mr. Sullivan . . .

To approve the following block motion:

+3. Approve the proposed overnight trip:

Football Camp to Camp Timberlake, Roscoe, NY from August 21 to 25, 2016.

+4. Approve the date of August 10, 2016 for fall sports to begin, in order to comply with the State mandated heat acclimatization period for athletes.

+5. Approve the membership resolution in the New Jersey Interscholastic Athletic Association for the 2016-2017 school year.

Roll Call: All Yes

+6. Approve the following new textbook for AP Literature & Composition, Grade 12:

Edgar V. Roberts, Robert Zweig. Pearson: Literature AP Edition – An Introduction to Reading and Writing, 2nd Edition, 2012

+7. Approve the submission of the ESSA Grant, FY 2017 application to the NJ Department of Education, for the following amounts:

Title I, Part A	-	\$100,973.00
Title II, Part A	-	\$ 31,799.00 (Public: \$26,256; Non-Public: \$5,543)
Title III	-	\$ 2,413.00 (Public: \$ 1,450; Non-Public: \$ 963)

D. Policy Committee – (B. McCourt, Chairperson)

No Report.

E. Legislative Committee – (P. Fantulin, Chairperson)

No Report.

F. Buildings & Grounds Committee – (P. Triolo, Chairperson)

Motion – Mr. Triolo, seconded – Ms. Criscenzo . . .

1. Approve the Midland Park Public Schools Bus Emergency Evacuation Drill Reports on the following dates and locations:

4/15/2016	8:30 a.m. – Windsor Learning Center, Pompton Lakes, NJ
5/2/2016	3:00 p.m. – Cornerstone Day School, Mountainside, NJ
4/25/ & 5/9/2016	8:30 & 9:00 a.m. – The Forum School, Waldwick, NJ
6/8/2016	7:55 a.m. – Midland Park High School, Midland Park, NJ

Roll Call: All Yes

G. Negotiations Committee - (W. Sullivan, Chairperson)

The committee had a productive last meeting. More information will be shared at the next meeting.

H. Technology & Public Relations Committee – (R. Formicola, Chairperson)

No Report.

I. Liaison Committee

High School PTA - (S. Criscenzo)

No Report.

Elementary School PTA- (R. Formicola)

Highland graduation went very well. It was a fantastic job and the students had a great time.

In addition, the last day for the 2015-16 school year at Godwin School went very well.

Booster Club – (T. Thomas)

No Report.

Performing Arts Parents – (P. Triolo)

The following was reported:

Calendar fund raiser

EOY Celebration – 6/24 Friday

Fundraiser

Special Education – (W. Sullivan)

No Report.

Education Foundation – (P. Fantulin)

These items were commented on:

The Committee will be meeting over the summer.

Registration for the 5K is now open.

Board of Recreation – (B. McCourt)

None

Continuing Education Program – (M. Thomas)

No Report.

Student Representative to the Board – (Tess Steuerwald)

No Report.

Borough Town Council – (M. Thomas & J. Canellas)

No Report.

Ad Hoc – (W. Sullivan)

No Report.

J. Old Business

Nothing was brought forward for discussion.

K. New Business

Motion - Ms. Criscenzo, seconded – Ms. Fantulin . . .

To go into closed session before the meeting of July 12, 2016, for the purpose of reviewing the hiring of personnel and confidential student HIB case reviews.

Roll Call: All Yes

Open to the Public

Mr. Canellas invited the public to address the Board.

No one chose to speak at this time.

Motion – Mr. Formicola, seconded – Mr. Thomas . . .

To adjourn the meeting.

Roll Call: All Yes

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Stacy Garvey,
School Business Administrator/
Board Secretary