

MINUTES OF THE PUBLIC MEETING
Board of Education
Midland Park, New Jersey
April 30, 2013

The Pledge of Allegiance was recited.

The meeting was called to order by Stacy Garvey, 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 2013 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
	Richard Formicola	Brian McCourt
	Robert Schiffer	Peter Triolo
	Maryalice Thomas	Timothy Thomas

William Sullivan

OTHERS PRESENT

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

BOARD SECRETARY'S REPORT

ORDER OF BUSINESS FOR APRIL 30, 2013 REORGANIZATION MEETING

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.

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETING ACT STATEMENT

“Adequate notice of this meeting was provided as specified in the Open Meeting Act. Notices of this Meeting were sent to the HERALD-NEWS, RECORD, RIDGEWOOD NEWS, and to the Midland Park Borough Clerk for the 2013 elective year. A notice was also posted inside 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.”

ANNUAL REORGANIZATION OF THE BOARD OF EDUCATION

REORGANIZATION MOTIONS

APPENDIX

- A. Presentation of the Annual School District Election (unofficial count) held on Tuesday, April 16, 2013:

For Members of the Board of Education

3 three-year terms

Votes

Sandra Criscenzo	965
Richard Formicola	1003
Brian McCourt	1010

The Vote on the General Fund Tax Levy:

\$17,847,884.00

Yes

961

No

666

The Vote on the Second Question Tax Levy:

\$955,075

Yes

1,009

No

570

- B. Administration of Oath of Office to Sandra Criscenzo, Richard Formicola, and Brian McCourt.
- C. Mr. Schiffer nominated Mr. Sullivan for Board President and Ms. Criscenzo for Vice President and Dr. Thomas seconded the motion . . .
No other nominations were put forth.
Ms. Garvey turned the meeting over to Mr. Sullivan . . .
Mr. Sullivan stated that he was honored for his role as the Board President. There was a lot of work done last year, everyone worked hard, and expect that there will be a busy agenda for next year. He also stated that committee assignments would be reviewed.

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

- To approve the following block motion:
- D. Approve the appointment of Stacy C. Garvey as the Board Secretary.
 - E. Approve Continuation Under "Robert's Rules of Order, Revised."
 - F. Adoption of present Board policies.
 - G. Approve the continuation of the present Board Committees as reflected during the 2012-2013 school year.
 - H. Approve the District Affirmative Action Plan.
 - I. Approve the K-12 Curricula as outlined in the Course of Study Guides, as per the attached appendix. RM-I
 - J. Reaffirmation of the following negotiated agreements between the Board of Education and the:
 - 1. Midland Park Education Association
 - 2. Midland Park Administrators & Supervisors Association
 - 3. Individual staff members:
 - a. Superintendent of Schools
 - b. School Business Administrator
 - c. Confidential Secretary to the Superintendent
 - d. Confidential Secretary to the School Business Administrator
 - e. Confidential Secretary to the Director of Curriculum, Instruction & Assessment
 - f. Supervisor of Buildings & Grounds
 - g. Computer Technician

Roll Call: All Yes

Motion – Mr. Sullivan, seconded – Mr. Thomas . . .

To approve the following block motion:

- K. Designate the following as Depositories for School Funds for the 2013-2014 School Year:

Columbia Bank
State of New Jersey Cash Management

- L. Designate the following Tax Shelter Annuity Companies for the 2013-2014 School Year:

AXA Equitable
AIG Valic
Metropolitan Life

- M. Designate the following administrator for Chapter 125 flexible spending accounts services for the 2013-2014 School Year:

Ameriflex

- N. Designate the School Architect for the 2013-2014 School Year:

Solutions Architecture

- O. Designate the School Attorney for the 2013-2014 School Year:

Fogarty & Hara

- P. Designate the School Auditor for the 2013-2014 School Year:

Lerch, Vinci & Higgins, LLP

- Q. Designate the School Insurance Broker for the 2013-2014 School Year:

FIRM, Inc. – Liability

Willis of New Jersey – Benefits Coordinator Consultant

- R. Designate the Indoor Air Quality consultant for the 2013-2014 School Year:

ER&M, Inc.

- S. Designate the newspapers for Official Notices:

North Jersey Media Group (The Record)

The Ridgewood News

- T. Approve the Schedule of Meetings for the 2013-2014 school year, as per the attached appendix. RM-T

Roll Call: All Yes

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

To approve the following block motion:

- U. Approve the following appointments, effective July 1, 2013:

Affirmative Action & Title IX Officer	TBD
Qualified Purchasing Agent	Stacy Garvey
Substance Awareness Coordinator	Craig Rush
Integrated Pest Management Coordinator	Chris Swank
Custodian of Records	Stacy Garvey
ADA Officer & 504 Committee Coordinator	Christina Gouraige
Asbestos Management & PEOSA Coordinator	Environmental Remediation & Management

- V. Approve the authorization to award contracts up to a bid threshold of \$36,000 and to set the quote threshold at \$5,400.

W. Approve the following officials to sign checks and/or contracts:

Board President
Board Secretary
High School Principal
Elementary School Principal

X. Approve the establishment of Petty Cash funds for the 2013-2014 school year in the amount of \$100 for each of the following locations, as specified in Policy Book Section 6620, as follows:

Superintendent's Office	Godwin School
Business Administrator's Office	Continuing Education
Midland Park High School	Child Study Team
Highland School	

Y. Approve the budgetary maximum for travel and related expenses for employees of the Midland Park school district, as per new regulations P.L. 2005 c132 and N.J.A.C. 6:23B 1.2 (b) and Policy Book Section 3440 in the amount of \$40,000.

Z. Approve the current Emergency Operations Plan, Crisis Intervention Procedures and Emergency Management Plan.

Roll Call: All Yes

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

AA. Approve the establishment of financial pay-out limits for the following consultants for the 2013-2014 school year:

a. Board Architect	\$30,000
b. Board Attorney/Bond Counsel	\$50,000
c. Board Auditor	\$25,000
d. Occupational/Physical Therapy	\$75,000

Roll Call: All Yes

The Board read and discussed the School Board Member Code of Ethics.

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

BB. Adopt the New Jersey School Board Member Code of Ethics, as per the attached appendix.

RM-BB

Roll Call: All Yes

BOARD SECRETARY'S REPORT

Approval of Minutes

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

Approve the minutes of the following regularly scheduled public meeting:

March 5, 2013

Roll Call: 8 Yes (Canellas, McCourt, Schiffer, Dr. Thomas, Thomas, Triolo, Criscenzo, & Sullivan).

1 Abstain (Formicola)

Approve the minutes of the following regularly scheduled public meeting:

Motion - Approve the minutes of the following regularly scheduled public meeting:

March 19, 2013

March 26, 2013

Roll Call: All Yes

PRESIDENT'S REPORT

Mission Statement

The Midland Park School District as part of a strong, dedicated community, provides students with a comprehensive, adaptive education in a positive environment by maximizing all resources and empowering them to realize their individual worth and responsibility with the expectation that all students achieve the New Jersey Core Curriculum Content Standards at all grade levels.

Upcoming events:

Senior Awards Dinner on June 5, 2013.

Broadcasting Celebration on May 29, 2013.

SUPERINTENDENT'S REPORT

Dr. Cirasella led a discussion on school performance reports.

Open to the Public:

To discuss action items on the Agenda.

Ms. Fantulin asked how many students are involved with golf.

Dr. Cirasella answered approximately 10-12. A discussion ensued on the golf program and how well the students are doing.

Ms. Fantulin also stated that she hates to see the ASK scores presented as proficient and advanced proficiency combined. It takes away from the analysis.

Board resolutions related to hiring for the 2012-2013 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.

A. Personnel – (M. Cirasella)

APPENDIX

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

1. Approve the retirement resignation of Susan Cheetham, Special Education teacher in the Godwin School, effective July 1, 2013 (support material attached).
2. Approve the following changes to the list of Advisors to Activities and Clubs at the high schools For the 2012-2013 school year:

Delete:	Brian Ersalesi	High School Newspaper Advisor	
Add:	Andrew Anderson	High School Newspaper Advisor	\$433.00

3. Approve the following Advisors for the 2013 Marching Band Camp and the 2013 Marching Band Season, which is attached as an appendix. A-3
4. Approve the appointment of Terry Alnor as a Volunteer to conduct the Highland School Chorus at the Memorial Day Parade.

5. Approve the following additions to the list of Substitute Teachers for the 2012-2013 school year:

(s) Amy Biswurm
(s) Ellen Peixoto
(s) Megan Ranges

(s) = County Substitute certification

6. Approve the appointment of Lori Ranges as a substitute for the After School Child Care program, sponsored by Midland Park Continuing Education.

Roll Call: All Yes

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

To approve the following block motion:

- +7. Approve the annual appointment of Rosemary Ferullo as the Structured Learning Experience teacher for the CBI program in the high school for the 2013-2014 school year.**
- +8. Approve the revised stipend amounts for the following previously approved advisors to activities and clubs at the high school for the 2013-2014 school year:**

		<u>Stipend</u>
Ilya Maslov	Musical Rehearsal Accompanist (1/2 position)	\$394.00
Terry Alnor	Musical Rehearsal Accompanist (1/2 position)	\$394.00

- +9. Approve the following additions to the list of coaches at the high school for the 2012-2013 school year:**

	<u>Stipend</u>
Add: Richard Bennett Golf Coach	\$3,334
Shawn Bennett Volunteer Golf Coach	

Roll Call: All Yes

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

To approve the following block motion:

- +10. Approve the appointment of Denise Connolly as an Aide to assist one high school special education student for the following chorus events. She will be paid at the approved rate of \$20 per hour for an approximate total of three hours, as per Schedule D of the MPEA Contract:**

April 30, 2013 Rehearsal

May 2, 2013 Concert

- +11. Approve the retroactive termination of William Williams as a part-time Bus Aide, effective March 20, 2013.**

Roll Call: All Yes

B. Finance Committee – (R. Schiffer, Chairperson)

Motion – Mr. Schiffer, seconded – Mr. Canellas . . .

- 1. Approve the following resolution:**

RESOLVED: That pursuant to N.J.A.C. 6:20-2.13(e), we certify that as of March 31, 2013, 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.

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. McCourt . . .

- 2. Approve the following block motion:**

- a. March 2013 Continuing Education claims in the amount of \$44,928.29.
- b. March 2013 cafeteria claims in the amount of \$28,978.46.
- c. April 2013 claims in the amount of \$497,068.00.

- 3. Approve the following block motion:**

- a. Second March 2013 payroll in the amount of \$517,793.11.
- b. First April 2013 payroll in the amount of \$571,193.24.
- +c. Second April 2013 payroll in the amount of \$513,354.79.**

4. Approve the March 2013 direct pays in the amount of \$489,539.82.

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. Canellas . . .

5. Approve the financial reports of the Board Secretary, according to prescribed accounting procedures, for the period March 1-31, 2013, which are attached as an appendix.

B-5

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. McCourt . . .

6. Approve the following resolution:

BE IT RESOLVED, that the Midland Park Board of Education does hereby approve an agreement with the Region 1/Mahwah Board of Education, a Coordinated Transportation Services Agency for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2013-2014 school year. The services to be provided include, but are not limited to, the coordinated transportation of public, nonpublic and special education students.

BE IT FURTHER RESOLVED, that the Midland Park Board of Education agrees to abide by the Transportation Services Agreement as published by the Region 1/Mahwah Board of Education and attached to this resolution (support material attached).

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. Canellas . . .

- +7. Approve the following resolution:**

BE IT RESOLVED, that the Midland Park Board of Education does hereby approve an agreement with the South Bergen Jointure Commission, an approved Coordinated Transportation Services Agency, for the purposes of transporting students in accordance with Chapter 53, P.L. 1997 for the time period 2013-2014 school year. The services to be provided include, but are not limited to, the Coordinated Transportation of non-public, out of district special education, vocational and summer programs.

BE IT FURTHER RESOLVED, that the Midland Park Board of Education agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission and attached to this resolution (support material attached).

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. McCourt . . .

To approve the following block motion:

- +8. Approve the renewal of the Licensing and Maintenance Agreement between Educational Data Services and the Midland Park Board of Education, which is attached as an appendix. B-8**
- +9. Approve the list of Educational Data Services vendors for the 2013-2014 school year, which is attached as an appendix. B-9**

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. McCourt . . .

- +10. Approve the following resolution:**

BE IT RESOLVED, that the Pomptonian, Inc. (Food Service Management Company) is hereby awarded the renewal of the food service management contract for the 2013-2014 school year, as follows:

The FSMC shall receive, in addition to the cost of operation, an administrative/management fee of \$.0944 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$.0944 will be multiplied by total meals.

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. Canellas . . .

To approve the following block motion:

- +11. Approve the purchase of Electric Generation Service through the Alliance for Competitive Energy Services (ACES) between the Midland Park Board of Education and District Energy Business LLC Two for the common area street lights and for Godwin School, Highland School and Midland Park High School, effective May, 2013 through May, 2015, (support material attached).**
- +12. Approve the renewal of a software support agreement between Computer Solutions, Inc. and the Midland Park Board of Education (support material attached).**

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. McCourt . . .

- +13. Approve the recommendation for the reimbursement to the Municipal Alliance, in the sum of \$660.00 towards the Municipal Alliance Summer Program hours for Craig Rush,**

Student Assistance Counselor, during July and August (support material attached).

Roll Call: All Yes

Motion – Mr. Schiffer, seconded Mr. Canellas . . .

To approve the following block motion:

- +14. Approve the use and rental of the Highland School gym to Hoop Heaven, sponsored by Midland Park Continuing Education for Basketball Tournaments, as follows:**

Monday, May 6, 13 & 20, 2013 from 5:30 – 9:30 p.m.

Wednesday, May 8, 15, 22 & 29 2013 from 6:30 – 9:30 p.m.

- +15. Approve the use of the high school gym for the Midland Park Basketball Camp, sponsored by Head Boys Basketball Coach Matthew Kingsley for Midland Park residents from July 22-26, 2013 for grades 5-9 (support material attached).**

Roll Call: All Yes

Motion – Mr. Schiffer, seconded Mr. McCourt . . .

- +16. Accept the donation of \$1,000 from the Rotary Club for the purchase of a greenhouse, as per Board Policy 7230.**

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. Canellas . . .

- +17. Approve the resolution for the Reimbursement Agreement between Winston Freckleton, Custodian at the Highland School and the Midland Park Board of Education, which is attached as an appendix.**

B-17

Mr. Thomas asked what happens if he were to leave. Ms. Garvey replied that there is a stipulation in the Agreement that the payback would be the same.

Roll Call: All Yes

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

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

To approve the following block motion:

1. Approve the Holiday schedule for 12-month personnel for the 2013-2014 school year, which is attached as an appendix.
2. Approve the proposed overnight trip for the Take Action Drug and Alcohol Prevention Club to Camp Nyoda Hills, Oak Ridge, NJ from August 19-21, 2013 (support material attached).
3. Approve Music in the Park XVI to be held at Ramapo High School on October 13, 2013 at 1:00 p.m.

C-1

Roll Call: All Yes

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

- +4. Approve the following staff members requesting workshop attendance (support material attached):**

Name	Workshop	Location	Cost	Date
Marie Cirasella	NJASA/NJAPSA Conference	Atlantic City, NJ	\$993.98	May 20-22, 2013
Nancy DeRitter Lori Menken	Physics Union Mathematics	New Brunswick, NJ	\$75.80	June 24-28, 2013

Roll Call: All Yes

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

To approve the following block motion:

- +5. Approve the recommendation of the Interim Director of Special Services for the placement of a high school regular education student on home instruction, effective retroactive from April 22, 2013 through approximately June 14, 2013.**
- +6. Approve the recommendation of the Interim Director of Special Services for the placement of a high school regular education student on bedside instruction, effective retroactive from April 22, 2013 through approximately June 20, 2013.**
- +7. Approve the recommendation of the Interim Director of Special Services for the placement of one high school regular education student on bedside instruction, effective retroactive from April 25, 2013 through May 19, 2013.**

Roll Call: All Yes

D. Policy Committee – (T. Thomas, Chairperson)

Motion – Mr. Thomas, seconded – Dr. Thomas . . .

- 1. Approve the second reading of the following new or revised policies:**

Executive Authority (revised)	Bylaws Section 0132
Outside Activities – Teaching Staff Members (revised)	Policy Section 3230
Outside Activities – Support Staff Members (revised)	Policy Section 4230
E-Rate (new)	Policy Section 6113
Advertising on School Property (new)	Policy Section 6163

Roll Call: All Yes

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

No Report.

F. Buildings & Grounds Committee – (J. Canellas, Chairperson)

No Report.

G. Negotiations Committee - (B. McCourt, Chairperson)

There was a meeting last week and it was very productive. There are two more scheduled.

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

No Report.

I. Personnel Committee – (M. Thomas, Chairperson)

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

+1. Approve the following new and revised job descriptions, as per the attached appendices:

District Technology & Data Coordinator

I-1a

Technology Coordinator

I-1b

Roll Call: All Yes

J. Liaison Committee

High School PTA - (S. Criscenzo)

The following items were discussed:

Spring Fever Sale

Market Day pick-up is 5/3/2013

Elementary School PTA- (P.Triolo)

No Report.

Booster Club – (R. Formicola)

The following items were discussed:

Baseball team won today.

Girls' softball has a record of 16-1 and the County seat places will be coming out.

Also, the track team is doing very well.

Mr. Thomas commented that 48 students are on the track team and they are unable to run on the track for tournaments. We need to do something. Since the Referendum was voted down, maybe reconsider and just do something with the track. We have students breaking records and we cannot hold home meets.

Performing Arts Parents – (M. Thomas)

Spring Concert 5/2/2013.

Special Education – (W. Sullivan)

There will be a new Director of Special Education starting July 1, 2013.

Education Foundation – (J. Canellas)

No Report.

Board of Recreation – (T. Thomas)

No Report.

Continuing Education Program – (R. Schiffer)

No Report.

Student Representative to the Board – (H. DeKnight)

Broadcasting event on 5/29- Jazz Band is performing there also.

Borough Town Council – (W. Sullivan)

The following items were reported on:

Meeting again after school year ends.

On 5/17/2013 the Fire Department will host a Beef Steak at the fire house.

Town Safety Committee – Councilwoman Peet looking for volunteers.

K. Old Business

None to discuss at this time.

L. New Business

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

To go into closed session before the meeting of May 7, 2013, for the purpose of personnel, negotiations and confidential student and association matters.

Roll Call: All Yes

Open to the Public

Mr. Sullivan invited the public to address the Board.

Ms. Elaine Seals commented that due to the fact that the 2nd proposal on the ballot passed when will the work begin? Is it targeted for this summer? Ms. Garvey answered yes.

Ms. Seals asked about meeting with other schools, has that happened. Mr. Sullivan answered that we met with one so far and other meetings are planned.

Ms. Fantulin asked if Mr. Meyers will help with the fields. Ms. Garvey answered that Mr. Meyers has done work on the Sunset fields. Mr. Sullivan asked about irrigation. Ms. Garvey answered that Mr. Meyers and the other volunteers are still discussing the irrigation as of the last email received.

Ms. Fantulin asked about the Director of Curriculum position and if the search is underway. Dr. Cirasella responded that we received 19 resumes and it is a very good pool of candidates. An interviewing committee was established and the process will begin in May and will have a recommendation to the Board for a July 1, 2013 start.

Motion – Mr. Schiffer, seconded – Mr. Triolo . . .
To adjourn the meeting.

Roll Call: All Yes

The meeting adjourned at 8: 45 p.m.

Respectfully submitted,

Stacy Garvey,
School Business Administrator/
Board Secretary