

# **MINUTES OF THE PUBLIC MEETING**

## **Board of Education**

### **Midland Park, New Jersey**

April 29, 2014

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**

#### **ANNUAL REORGANIZATION OF THE BOARD OF EDUCATION**

#### **REORGANIZATION MOTIONS**

#### **APPENDIX**

- A. Presentation of the Annual School District Election (unofficial count) held on Wednesday, April 23, 2014:

For Members of the Board of Education

3 three-year terms

Votes

James Canellas	641
Maryalice Thomas	623
John Meeks, Jr.	364
Peter Triolo	614

The <u>Vote on the General Fund Tax Levy:</u>	<u>Yes</u>	<u>No</u>
\$18,204,842	691	246

- B. Administration of Oath of Office to James Canellas, Maryalice Thomas and Peter J. Triolo
- C. Mr. Schiffer nominated Maryalice Thomas for Board President and James Canellas for Vice President and Mr. Sullivan seconded the motion. . . .  
No other nominations were put forth.  
Roll Call: All Yes  
Ms. Garvey turned the meeting over to Dr. Thomas.
- Motion – Mr. Schiffer, seconded – Mr. Sullivan . . .
- 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 2013-2014 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
- h. District Technology & Data Coordinator**

- K. Designate the following as Depositories for School Funds for the 2014-2015 school year:

Columbia Bank  
State of New Jersey Cash Management

- L. Designate the following Tax Shelter Annuity Companies for the 2014-2015 school year:

AXA Equitable  
AIG Valic  
Metropolitan Life

- M. Designate the following administrator for Chapter 125 flexible spending accounts services for the 2014-2015 school year:

Ameriflex

- N. Designate the School Architect for the 2014-2015 school year:

Solutions Architecture

- O. Designate the School Attorney for the 2014-2015 school year:

Fogarty & Hara

- P. Designate the School Auditor for the 2014-2015 school year:

Lerch, Vinci & Higgins, LLP

- Q. Designate the School Insurance Broker for the 2014-2015 school year:

FIRM, Inc. – Liability  
Willis of New Jersey – Benefits Coordinator Consultant

- R. Designate the Indoor Air Quality Consultant for the 2014-2015 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 2014-2015 school year, as per the attached appendix. RM-T

Motion – Mr. Schiffer, seconded – Mr. Sullivan . . .

- U. Approve the following appointments, effective July 1, 2014:

Affirmative Action & Title IX Officer	June Chang
Qualified Purchasing Agent	Stacy Garvey
Substance Awareness Coordinator	Craig Rush
Integrated Pest Management Coordinator	Scott Collins
Custodian of Records	Stacy Garvey
ADA Officer & 504 Committee Coordinator	Christina Gouraige
Asbestos Management & PEOSA Coordinator	Environmental Remediation & Management
<b>Public Agency Compliance Officer</b>	<b>Stacy Garvey</b>

Roll Call: All Yes

- 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 2014-2015 school year for each of the following locations, as specified in Policy Book Section 6620, as follows:

Superintendent's Office	\$100.00
Business Administrator's Office	\$100.00
Midland Park High School	\$100.00
Highland School	\$100.00
Godwin School	\$100.00
Child Study Team	\$100.00
Continuing Education	\$300.00

- Y. Approve the budgetary maximum for travel and related expenses for employees of the Midland Park school district in the amount of \$45,000.

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

AA. Approve the establishment of financial pay-out limits for the following consultants for the 2014-2015 school year:

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

Annual discussion of the New Jersey School Board Member Code of Ethics

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

RM-BB

Board members read each Code and reviewed with public.

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.**

Proclamation – National School Nurse's Day is May 7, 2014.

## SUPERINTENDENT'S REPORT

Motion – Mr. Sullivan, seconded – Mr. Schiffer . . .

### 1. Approve the following resolution:

**BE IT RESOLVED that the Board hereby affirms the Superintendent's decision in HIB Investigation No. 031014003 for the reasons set forth in the Superintendent's Report to the Board and directs the Board Secretary/School Business Administrator to transmit a copy of the Board's decision to the affected students' parents forthwith.**

**Roll Call: All Yes**

### Open to the Public:

To discuss action items on the Agenda.  
There was no discussion at this time.

## BOARD MOTIONS

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

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

March 25, 2014

April 8, 2014

Roll Call: All Yes

### A. Personnel – (M. Cirasella)

### APPENDIX

Board resolutions related to hiring for the 2013-2014 and 2014-2015 school years 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 – Mr. Thomas , seconded – Mr. Schiffer . . .

To approve the following block motion:

1. Approve the following Advisors for the 2014 Marching Band Camp and the 2014 Marching Band Season, which is attached as an appendix. A-1
2. Approve the appointment of the following student for the Midland Park Continuing Education After School Child Care program, effective April 30, 2014 through June 30, 2014:

Nicole Cartaino

Roll Call: All Yes

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

3. **Approve the transfer of Joseph Bounassi from the position of Night Custodian at the high school to the position of Maintenance/Groundskeeper. He will be paid as per Step 5 of the MPEA Custodial salary guide plus Maintenance stipend (salary to be determined, pending completion of negotiations), effective April 30, 2014 through June 30, 2014.**

**Roll Call: All Yes**

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

To approve the following block motion:

4. **Approve the following addition to the list of substitute teachers for the 2013-2014 school year:**

**(s) Lisa Blumenfeld                      Substitute School Nurse**

**(s) = County Substitute Certificate**

5. **Approve the additions to the list of substitute workers for the 2013-2014 school year, which is attached as an appendix:** **A-5**

**Roll Call: All Yes**

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

6. **Approve the employment agreement between the Midland Park Board of Education and Dr. Marie Cirasella, Superintendent of Schools, effective July 1, 2014 through June 30, 2019, which is attached as an appendix.** **A-6**

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

- AS-7. Approve the increase in position for Peter Hemans from part-time Custodian to full-time Night Custodian. He will be paid as per Step 6 of the MPEA Custodial salary guide, plus night stipend, (salary to be determined, pending completing of negotiations), effective May 12, 2014 (or sooner) through June 30, 2014.

Roll Call: All Yes

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

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

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, 2014, 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. Canellas . . .

To approve the following block motion:

2. Approve the following block motion:

- a. March 2014 Continuing Education claims in the amount of \$49,888.62.
- b. March 2014 cafeteria claims in the amount of \$30,729.20.
- c. April 2014 claims in the amount of \$392,403.65.

3. Approve the following block motion:

- a. Second March 2014 payroll in the amount of \$518,071.13.
- b. First April 2014 payroll in the amount of \$582,095.56.

4. Approve the March 2014 direct pays in the amount of \$507,618.09.

Roll Call: All Yes

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

To approve the following block motion

5. Approve the financial reports of the Board Secretary, for the period March 1-31, 2014, which are attached as an appendix. B-5

6. Approve the transfers between accounts for the period March 1 – 31, 2014, which are attached as an appendix. B-6

Roll Call: All Yes

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

To approve the following block motion:

7. 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 2014-2015 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.

Ms. Criscenzo and Mr. Sullivan asked about the use of the Region and the South Bergen Jointure Services Agreement?

Ms. Garvey explained that the district usually uses Region I for transportation services first, but also used the South Bergen Jointure Commission when there is a route that the Region does not do or if it would be more cost effective.

8. 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 2014-2015 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.

Roll Call: All Yes



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

To approve the following block motion:

9. Approve the renewal of Horizon Blue Cross Blue Shield of New Jersey as the dental provider with a 0% increase, effective July 1, 2014 through June 30, 2015.
10. Approve the renewal of a software support agreement between Computer Solutions, Inc. and the Midland Park Board of Education.
11. Approve the renewal of the Licensing and Maintenance Agreement between Educational Data Services and the Midland Park Board of Education.
12. **Approve the list of Educational Data Services vendors for the 2014-2015 school year, which is attached as an appendix.**

**B-12**

Roll Call: All Yes

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

To approve the following block motion . . .

13. Approve the use and rental of the Midland Park Jr./Sr. High School rear field to Summer Heatt, sponsored by Midland Park Continuing Education for La Crosse clinics on the following weeks from 9:00 a.m. – 2:00 p.m.:

July 7 – 11, 2014

August 4 – 8, 2014

August 11-15, 2014

14. Approve the use and rental of the Highland School gym to Summer Heatt, sponsored by Midland Park Continuing Education for their Basketball Summer Camp 2014, Monday through Friday on the following weeks from 8:00 a.m. – 5:00 p.m.:

July 7-11, 2014

July 14-18, 2014

July 21-25, 2014

July 28-August 1, 2014

Roll Call: All Yes

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

15. **Approve the decommissioning of Pottery Wheel inventory #1905 in Art room 40 at the high school, which is no longer functioning.**

**Roll Call: All Yes**

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

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

1. Approve the following staff member requesting workshop attendance (support material attached):

Name	Workshop	Location	Cost	Date
Marie Cirasella	NJASA/NJAPSA Conference	Atlantic City, NJ	\$1,104.65	May 21-23, 2014

**Roll Call: All Yes**

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

2. Approve the proposed overnight trip for the Take Action Drug and Alcohol Prevention Club to Leadership and Prevention Conference at Camp Nyoda Hills, Oak Ridge, NJ from August 18-20, 2014.

Roll Call: All Yes

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

3. Approve the proposed overnight trip for the Midland Park Jr./Sr. High School French students to Quebec City and Montreal, Canada from November 3-7, 2014.

**Roll Call: All Yes**

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

4. Approve Music in the Park XVII to be held at Indian Hills Regional High School on October 12, 2014 at 1:00 p.m.

**Roll Call: All Yes**

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

5. Approve the new high school French IV textbook:

De Mado, John; Champeny, Severine; Ponterio, Marie; Ponterio, Robert. Bien dit! 3. Florida: Holt McDougal – Houghton Mifflin Harcourt Publishing Company, 2013.

**Roll Call: All Yes**

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

6. Approve the following curriculum writing:

Spanish – Grade 7 – full-year revised	Susana Caldelas	\$500
Spanish – Grade 8 – full-year revised	Magdalene Ptak	\$500
CBI Life Skills – Special Ed - full-year new	Jason Gangi	\$700
CBI Work Placement – Special Ed - full-year new	Jason Gangi	\$700
Ceramics – High School – one semester revised	Hayley Devereaux	\$400
Painting – High School – one semester revised	Hayley Devereaux	\$400

<b>Sociology – High School – one semester revised</b>	<b>Nancy Stewart</b>	<b>\$500</b>
<b>21<sup>st</sup> Century Media Impact – one semester revised</b>	<b>Andrew Anderson</b>	<b>\$400</b>

**Roll Call: All Yes**

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

**To approve the following block motion:**

- 7. Approve the recommendation of the Director of Special Services for the placement of one middle school regular education student on bedside instruction, effective retroactive from March 28, 2014 through May 9, 2014.**
- 8. Approve the recommendation of the Director of Special Services for the extended home instruction for one high school regular education student, effective February 24, 2014 through April 21, 2014.**
- 9. Approve the recommendation of the Director of Special Services for the placement of one elementary school special education student in ECLC of New Jersey, effective retroactive from April 21, 2014 through June 30, 2014.**

**Roll Call: All Yes**

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

No Report.

- E. Legislative Committee – (J. Canellas, Chairperson)**

Two Bills were introduced that would repeal the cap on Superintendents compensation. S-1987 would prohibit the education commissioner from regulating the maximum salary a district may pay its Superintendent. It has been referred to the Senate Education Committee. A-2930 was introduced by Assemblyman Patrick Diegnan a week earlier and is identical to S-1987. This Bill has been referred to the Assembly Education Committee.

- F. Buildings & Grounds Committee – (R. Formicola, Chairperson)**

The department is very busy.  
The sprinklers are now on.

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

The next meeting is scheduled for next Tuesday.

- H. Public Relations Committee – (P. Triolo, Chairperson)**

We would like to thank the members of the community for their positive vote on this year's budget.

I. Liaison Committee

High School PTA - (S. Criscenzo)

The following items were reported on:

The New Dangers of Heroin is being presented by the Bergen County Drug Task Force and Prosecutor's office. It is open to all concerned residents and will be held in Midland Park High School on April 30.

Spring plant sale orders are due by May 1. The pick-up for these plants will be May 8 from 3:00 to 5:00 in front of the high school.

Elementary School PTA- (P. Triolo)

Just wanted to reiterate that it is important to attend the presentation by the Bergen County Drug Task Force at the Midland Park Junior/Senior High School on April 30 At 7:30.

Booster Club – (T. Thomas)

The Midland Park Sports Update is as follows:

Javelin: Seth Zuidema, Dan Collins and Josh Terpstra won 1<sup>st</sup> place over this past weekend. Seth Zuidema went 190 + feet in the javelin throw.

The Midland Park Softball Program presents a fundraiser The Magic of Mark Calabrese – at 7:00 p.m. on May 16<sup>th</sup> in the Midland Park High School Gym.

In addition, Kaleb Zuidema has the distinction of National Freshman of the Week at the college he is attending.

Ryan Coughlin shot a 33 and qualified for the County Tournament.

Performing Arts Parents – (J. Canellas)

The following events and information have been shared for May:

Choral Concert for May 1, 2014.

Wind Ensemble is May 9 and May 21 for the high school

The first round of the PaperMill Playhouse Rising Star competition has occurred in which Midland Park's production of *Young Frankenstein* has been recommended for nominations in 14 different areas.

Special Education – (W. Sullivan)

No Report.

Education Foundation – (M. Thomas)

The Foundation is in a Reorganization Mode-there aren't any calendars yet.

Board of Recreation – (B. McCourt)

No Report.

Continuing Education Program – (R. Schiffer)

No Report.

Student Representative to the Board – (K. Peterson)

The following items were reported on:

The Sports program is doing phenomenal.

National Honor Society Inductions

NJASK Week  
The Choral Concert is 5/1/2014  
Senior College Decision Day is May 1, 2014

Borough Town Council – (W. Sullivan & S. Criscenzo)  
No Report. The Council will reach out to set up meeting.

J. Old Business

Nothing to discuss at this time.

K. New Business

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

To go into closed session before the meeting of May 13, 2014, for the purpose of personnel, negotiations and confidential student and association matters.

Roll Call: All Yes

Open to the Public

Dr. Thomas invited the public to address the Board.

Ms. Pat Fantulin commented that the Ethics pledge is something every person should hear. It is never more important than this Spring. We are happy to welcome you all back for another term and we hope that you all take that oath very seriously.

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

To adjourn the meeting.

Roll Call: All Yes

The meeting adjourned at 8: p.m.

Respectfully submitted,

Stacy Garvey,  
School Business Administrator/  
Board Secretary