

WANAQUE BOARD OF EDUCATION – REGULAR MEETING October 17, 2017

The Regular Meeting of the Wanaque Board of Education will be held on Tuesday, October 17, 2017, at 7:00 pm, in the Haskell Elementary School, Gymnasium, 973 Ringwood Avenue, Haskell, New Jersey.

Agenda

I. Call To Order/Sunshine Statement

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., adequate notification of this meeting has been provided by advertising in the Suburban Trends. In addition, notices were posted at the schools and Borough Clerk’s Office, at least 48 hours prior to the meeting.

Flag Salute/Public Participation Statement/Roll Call

BOARD MEMBER	PRESENT	ABSENT
Mr. Barnhardt (Robert)	X	
Mr. Camisa (Nicholas)		X
Ms. Demetriou (Angela)	X	
Mr. Hurd (Christopher)	X	
Ms. Imbasciani (Dana)	X	
Ms. Spadaccini (Jennifer)	X	
Mr. Strobel (Charles)	X arrived at 7:05 pm	
Mr. Tully (Richard)	X	
Mr. Velante (Jason)	X	

Attendance

Ms. Donna Cardiello, Superintendent of Schools
Ms. Nancy Di Bartolo, Business Administrator
Ms. Marcie Mackolin, Board Attorney
Ms. Molly Rieth, Confidential Secretary
Public 13

II. Presentation of 2016-2017 audit by Thomas Ferry of Ferraiolli, Wielkotz, Cerullo & Cuva

III. Superintendent’s Report

- Audit Report
- HIB # H001 and # H002
- PARCC Presentation

IV. Committee Reports

- A. Curriculum/Instruction – Mr. Hurd stated the need for hiring an interim Assistant Principal at Haskell School which we are approving tonight.

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- B. Finance/Budget – Ms. Imbasciani commented on the wonderful job Ms. Di Bartolo did in regards to the Audit along with her staff. Ms. Imbasciani added that the money left over from capital projects is being put back into capital reserve.
- C. Facilities/Transportation – Mr. Strobel asked for an update on the bathrooms, roof and the sign at Wanaque School. Ms. Cardiello responded the bathrooms are almost finished, we are waiting on inspections and the flashing needs to be put on the roof and then it will be done. Ms. Di Bartolo stated the sign will be shipped on October 25, 2017. Ms. Demetriou asked for an update on the exercise equipment at Wanaque. Ms. Di Bartolo explained we are waiting for the mulch to be delivered.
- D. Personnel/Management – Mr. Velante – Nothing to add
- E. Policy – Ms. Demetriou said we have two items on the agenda.
- F. Negotiations/Employee Relations – N/A
- G. Communications/Public Relations – N/A
- H. Tri-District – Ms. Demetriou explained the next meeting is November 15, 2017 at 7 PM at Lakeland Regional High School.

V. Business Administrator’s Report

Ms. Di Bartolo thanked her Business Office team for all their work resulting in a clean audit.

VI. Approval of Minutes

BE IT RESOLVED, that the Wanaque Board of Education approves the Minutes of the following meetings, as submitted:

September 26, 2017

Regular & Executive Session

MOTION: Mr. Velante		SECOND: Ms. Spadaccini	
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hurd (Christopher)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Strobel (Charles)	X		
Mr. Tully (Richard)	X		
Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

VII. Correspondence

- A. September 2017 – School Digest
- B. October 1, 2017 – EdLaw Alert

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VIII. Public Comment

Grace Maiello – Wanaque – Asked for clarification on Curriculum items #9 and #10 and Personnel item #7. Ms. Cardiello explained #9 is the District Performance Review which is for QSAC and is a DPR element. #10 is the Statement of Assurance which is part of the annual process. #7 is an aide to help out with chorus.

Ms. Sullivan – Haskell teacher – Asked if the Personnel item #2 is a floater nurse. Ms. Cardiello said she is a substitute.

IX. Resolutions

A. CURRICULUM/INSTRUCTION

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools approves the following curriculum/instruction resolutions:

1. Upon the recommendation of the Superintendent, approve reimbursement of expenses for the attached workshops, as they are directly related to and within the scope of the participants' duties and are critical to the instructional needs of the district and/or further the efficient operation of the district.
2. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Agreement with American Tutor Inc. to provide educational instructional services for Student #714304 for the 2017/2018 school year at a cost of \$58.00/hour for two hours per day, Monday through Friday.
3. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Tuition Contract for Student #714653 with The Phoenix Center for the 2017/2018 School Year commencing July 5, 2017 through June, 2018 (198 days) at a tuition cost of \$356.48 per diem (\$70,583.04) plus extraordinary services at an hourly rate of \$150.00 per diem (\$29,700.00) for a total not to exceed \$100,283.04.
4. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Tuition Contract for Student #715358 with the Sayerville School District for the 2017/2018 School Year commencing June 26, 2017 through July 25, 2017 (20 days) at a tuition cost of \$162.28 per diem (\$3,245.60) plus extraordinary services at an hourly rate of \$73.00/hour for OT and \$50.00/session for PT.
5. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Tuition Contract for Student #714445 with the Hawthorne Board of Education for the 2017/2018 School Year commencing September 6, 2017 through June 20, 2018 (183 days) at a tuition cost of \$177.24 per diem (\$32,435.00) plus extraordinary services at an hourly rate of \$86.31/hour for OT/PT/Speech.
6. Approve Social Studies Curriculum Grades K-8.
7. Approve Performing Arts Curriculum Grades K-8.

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8. Approve the 2017-2018 Nursing Services Plan.
9. The Wanaque Board of Education affirms the accuracy of the School Year 2017-2018 DPR (District Performance Review).
10. The Wanaque Board of Education affirms the accuracy of the School Year 2017-2018 SOA (Statement of Assurance).

Curriculum #1-10

MOTION: Mr. Hurd	SECOND: Ms. Spadaccini		
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hurd (Christopher)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Strobel (Charles)	X		
Mr. Tully (Richard)	X		
Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

B. FINANCE/BUDGET

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, approves the following finance/budget resolutions:

1. Financial Reports:

Secretary’s (A148) Report - Ms. Nancy DiBartolo
For September 2017 Business Administrator/Board

Secretary

Treasurer’s (A149) Report - Ms. Donna Cardiello
For September 2017 Superintendent of Schools

2. Upon the recommendation of the Superintendent, move that pursuant to *N.J.A.C. 6:23A-16.10(c)4*, we certify that as of September 30, 2017 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. 6A:23A-16.10(b)* and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

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3. Approve payment of bills and claims for the month of October 2017:

10/11	General Current Expense	\$ 966,237.21
20	Special Revenues	\$ 42,032.71
30	Capital Project	\$ 51,861.75
	Total	\$1,060,131.67

4. Approve the necessary transfers for the month of September 2017 to achieve the thoroughness standards of the State of New Jersey and of the District for the current year.

5. Approve the additional expenditures for the district payroll for the September 29, 2017 pay period in the amount of \$518,264.23 and the October 13, 2017 pay period in the amount of \$524,986.95.

6. **RESOLVED**, that the Wanaque Board of Education approves a **capital reserve withdrawal** in the amount of **\$335,000**. The district intends to utilize these funds for the partial roof replacement at the Haskell School.

7. **WHEREAS**, the Wanaque Board of Education in accordance with N.J.S.A. 18A:23 -must have a certified audit of the district’s accounts and financial transactions; and **WHEREAS**, the Board of Education received the audit performed by Ferraioli, Wielkotz, Cerrullo & Cuva, P.A., and discussed said audit at its public meeting held on October 17, 2017; now **BE IT RESOLVED**, that the Wanaque Board of Education accepts the Comprehensive Annual Financial Report(CAFR) and the Auditors’ Management Report (AMR), with no audit recommendations, for the fiscal year ended June 30, 2017.

8. **Resolved**, that upon the recommendation of the District’s Auditor, the Wanaque Board of Education authorize the Business Administrator to transfer the \$11,312.70 June 30, 2017 Payroll Account balance to the General Fund.

9. **WHEREAS** the actual costs for the Reroofing at Wanaque Elementary School (Roof Section F) was less than the final costs and **THEREFORE** the amount budgeted in Capital projects (\$400,000) for the project exceeds the amount required to complete the project (\$320,000) the Wanaque Board of Education resolves to cancel the balance of \$80,000 in the capital project account and requests that the Business Administrator transfer the funds back to the Capital Reserve Account.

10. **Whereas**, the Department of Agriculture sent a notice on June 14, 2017 to New Jersey school districts participating in the National School Lunch program announcing a significant change in the procurement protocol for the contracting of food service management companies that operate breakfast and lunch programs for New Jersey public schools, and **Whereas**, this new procurement protocol would change the fundamental basis for awarding food service management contracts from a “Cost Reimbursement Basis” to a “Fixed Price Basis” for contract awards, and

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Whereas, the Wanaque Board of Education has engaged staff and the community year after year to provide a local food service program that addresses and meets the needs of our children, and

Whereas the Wanaque Board of Education credits the current “Cost Reimbursement” procurement method as the reason why the local school district can design a food service program that has the flexibility of meeting the needs of its children, and

Whereas, the Wanaque Board of Education declares that the “Fixed Price” procurement system would dramatically reduce the school district’s ability to change or alter its food service operations without the need to rebid for food service management services, and

Whereas, the Wanaque Board of Education further declares that the “Fixed Price” procurement method would impact the quality of the meals served to its children and therefore impact the participation of children in our breakfast and lunch program, and

Whereas, the Wanaque Board of Education further declares that the “Fixed Price” procurement method may limit the number of competitive proposals received by boards of education, and

Whereas, the Wanaque Board of Education rejects the Department of Agriculture’s underlying reasons for making this change without giving NJ School Districts the opportunity to address their concerns in an attempt to keep this procurement method in place, and

Whereas, the Wanaque Board of Education prefers an optional procurement system for securing Food Service Management Companies whereby the district could choose either Cost Reimbursement” or “Fixed Price” as the basis for contract awards.

Now Therefore be it Resolved, the Wanaque Board of Education hereby requests the Department of Agriculture to reconsider its plans to move the basis of awarding Food Service Management contracts to a “Fixed Price” basis and allow the option of continuing to use a “Cost Reimbursement procurement model; or in the alternative , a “Fixed Price” procurement method, and

Be It Further Resolved, that copies of this resolution shall be forward to:

New Jersey Association of School Business Officials

New Jersey Secretary of Agriculture (369 S Warren St, Trenton, NJ 08608)

Local Legislators

NJ School Boards, NJ School Superintendents, NJ Principals and Supervisors, NJ PTA,

Finance/Budget #1-10

MOTION: Mr. Strobel	SECOND: Ms. Spadaccini		
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hurd (Christopher)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Strobel (Charles)	X		
Mr. Tully (Richard)	X		

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Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

C. FACILITIES/TRANSPORTATION

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, approves the following facilities/transportation resolutions:

- Upon the recommendation of the Superintendent, approve the Comprehensive Maintenance Plan and the Annual Maintenance Form M1.
- Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the 2017/2018 ESY Services Agreement with Northern Region Educational Services Commission commencing July 10, 2017 – August 18, 2017 for the following routes, at a total cost of \$3,862.50.

<u>Route</u>	<u>School</u>	<u>Cost</u>	<u>Surcharge</u>	<u>Dates</u>
1072B	PG Chambers (Nurse)	\$3,750.00	\$112.50	7/10/17-8/18/17

- Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the 2017/2018 SY Services Agreement with Northern Region Educational Services Commission commencing September 6, 2017 – November 22, 2017 for the following routes, at a total cost of \$18,210.40.

<u>Route</u>	<u>School</u>	<u>Cost</u>	<u>Surcharge</u>	<u>Dates</u>
WANFL5	Wanaque School	\$17,680.00	\$530.40	9/6/17-11/22/17

- Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the 2017/2018 SY Services Agreement with Northern Region Educational Services Commission commencing September 2017 – June 2018 for the following routes, at a total cost of \$481,044.36.

<u>Route</u>	<u>School</u>	<u>Cost</u>	<u>Surcharge</u>	<u>Dates</u>
1034B	Maple Rd/Macopin MS New Beginnings	\$24,300.00	\$429.00	9/7/17-6/2018
1047B	NJEDDA	\$21,300.00	\$639.00	9/6/17-6/2018
1072B	PG Chambers	\$49,500.00	\$1,485.00	9/7/17-6/2018
1165F	Wanaque School	\$69,300.00	\$2,079.00	9/6/17-6/2018
1168B	Windsor Learning Ctr.	\$44,992.80	\$1,349.78	9/6/17-6/2018
1222F	The Community School	\$43,200.00	\$1,296.00	9/6/17-6/2018
1225F	ECLC	\$15,300.00	\$459.00	9/7/17-6/2018
1228F	Glenview Academy	\$46,792.80	\$1,402.78	9/7/17-6/2018
1240F	Phoenix Center	\$30,420.00	\$912.60	9/6/17-6/2018
1256F	Haskell School	\$53,460.00	\$1,603.80	9/6/17-6/2018
1257F	Wanaque School	\$46,260.00	\$1,387.80	9/6/17-6/2018
1072B	PG Chambers (Nurse)	\$22,500.00	\$675.00	9/7/17-6/2018

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- Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the 2017/2018 SY Services Agreement with Northern Region Educational Services Commission commencing September 6, 2017 – December 22, 2017 for the following routes, at a total cost of \$19,504.08.

<u>Route</u>	<u>School</u>	<u>Cost</u>	<u>Surcharge</u>	<u>Dates</u>
WANFL1	Wanaque School	\$18,936.00	\$568.08	9/6/17-12/22/17

- Upon the recommendation of the Superintendent approve the report of the Completion of the Wanaque School Bus Emergency Evacuation Drills dated September 22, 2017 and October 4, 2017, Pursuant to N.J.A.C. 6A:27 (Student Transportation).
- Upon the recommendation of the Superintendent approve the report of the Completion of the Haskell School Bus Emergency Evacuation Drills dated October 11, 2017, Pursuant to N.J.A.C. 6A:27 (Student Transportation).
- The Wanaque Board of Education approves the Joint Transportation agreement with Educational Services Commission of Morris County for the 2017/2018 school year.
- Approve the Parental Contract for Student Transportation Route No. PRTCONT01-2017/18 for the 2017/2018 school year commencing July 1, 2017 – June 30, 2018 in the amount of \$5,650.00.

Facilities/Transportation #1-9

MOTION: Ms. Spadaccini		SECOND: Mr. Hurd		
BOARD MEMBER	YES	NO	ABSTAIN	
Mr. Barnhardt (Robert)	X			
Mr. Camisa (Nicholas)	Absent			
Mr. Hurd (Christopher)	X			
Ms. Imbasciani (Dana)	X			
Ms. Spadaccini (Jennifer)	X			
Mr. Strobel (Charles)	X			
Mr. Tully (Richard)	X			
Mr. Velante (Jason)	X			
Ms. Demetriou (Angela)	X			

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D. PERSONNEL/MANAGEMENT

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools, approves the following personnel/management resolutions:

1. Upon the recommendation of the Superintendent, The Wanaque Board of Education approves Jane Sullivan as an Instructional Assistant at Haskell School at an annual salary of \$31,635 prorated for the remainder of the 2017-2018 school year.
2. Upon the recommendation of the Superintendent, the Wanaque Board of Education approves the following substitute nurse's for the 2017/2018 school year pending criminal history and receipt of required documents:
Jessica Valente
3. Upon the recommendation of the Superintendent, the Wanaque Board of Education approves the following substitute teacher's for the 2017/2018 school year pending criminal history and receipt of required documents:
Emily Wondoloski State Certification
Megan Bialek County Certification
4. Upon the recommendation of the Superintendent, the Wanaque Board of Education approves employee #4081 to take unpaid extended maternity leave from November 29, 2017 through the remainder of the 2017/2018 school year with an anticipated return date of September 1, 2018.
5. Upon the recommendation of the Superintendent, The Wanaque Board of Education approves Arlinda Ibraimi a Passaic County Community College student to observe Matthew Tuorto, 4th grade teacher, Haskell School, for 20 hours from October 18, 2017 through December 18, 2017.
6. Upon the recommendation of the Superintendent, The Wanaque Board of Education approves the revised stipend list.
7. Upon the recommendation of the Superintendent, The Wanaque Board of Education approves Ms. Tara Sullivan as an Instructional Assistant for Chorus at Haskell School for (21) twenty-one, 30 minute sessions at a cost not to exceed \$278.25.
8. Upon the recommendation of the Superintendent, The Wanaque Board of Education approves Ms. Sai Yee Wang as a Substitute Instructional Assistant for Chorus at Haskell School.
9. Upon the recommendation of the Superintendent, The Wanaque Board of Education approves Brett Biggins as Acting Assistant Principal for Haskell School beginning on October 18, 2017 through June 30, 2018 or sooner (as needed) at an additional monthly stipend of \$425.00/month.

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Personnel/Management #1-9

MOTION: Mr. Barnhardt	SECOND: Mr. Strobel		
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hurd (Christopher)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Strobel (Charles)	X		
Mr. Tully (Richard)	X		
Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

E. POLICY

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, approves the following policy resolutions:

1. Second Reading

a.	P2700	Services to Nonpublic School Students (M) Revised
b.	P7100	Long-Range Facilities Planning (M) Revised
c.	P7101	Educational Adequacy of Capital Projects (M) Revised
d.	P7102	Site Selection and Acquisition – Recommended Revised
e.	P7130	School Closing – Recommended Revised
f.	P7300	Disposition of Property – Recommended Revised

2. Adoption of Regulations

a.	R7100	Long-Range Facilities Planning (M) Revised
b.	R7101	Educational Adequacy of Capital Projects – Recommended Revised
c.	R7102	Site Selection and Acquisition – Recommended Revised
d.	R7300.1	Disposition of Instructional Property - Abolished
e.	R7300.2	Disposition of Land – Recommended Revised
f.	R7300.3	Disposition of Personal Property – Recommended Revised
g.	R7300.4	Disposition of Federal Property – Recommended Revised

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Policy #1-2

MOTION: Mr. Tully		SECOND: Mr. Strobel	
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hurd (Christopher)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Strobel (Charles)	X		
Mr. Tully (Richard)	X		
Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

F. NEGOTIATIONS/EMPLOYEE RELATIONS

G. COMMUNICATIONS/PUBLIC RELATIONS

H. TRI-DISTRICT

I. OLD/NEW BUSINESS

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, approves the following Old/New Business resolutions:

- The Wanaque Board of Education acknowledges the following anonymous donations:
 - 1 Listening Center for Kindergarten
 - 1 Listening Center for 1st Grade

The Wanaque Board of Education accepts the above donations and wishes to express its gratitude and thanks for this donation.

- Adoption of District and Board Goals for School Year 2017/2018.

Old/New Business #1-2

MOTION: Ms. Spadaccini		SECOND: Mr. Velante	
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Mr. Camisa (Nicholas)	Absent		

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Mr. Hurd (Christopher)	X #2		X #1
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Strobel (Charles)	X		
Mr. Tully (Richard)	X #2		X #1
Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

X. Public Comment

Ms. Cardiello thanked Mr. Biggins for stepping up to help out. She stated that this opportunity will provide you with a good learning opportunity.

Ms. Maiello – Wanaque – stated at the last meeting we approved hiring a lawyer and wanted to know if it had to do with an ethics violation and asked for the current enrollment. Ms. Cardiello explained it was a personnel issue and could not elaborate. The current enrollment is 901.

Ms. Urgo – Wanaque – Asked what a listening center is. Ms. Cardiello said it is headphones and audio material.

XI. Executive Session

XII. Adjournment

Motion to adjourn made by Ms. Spadaccini and seconded by Mr. Strobel at 7:46 PM.

Respectfully submitted,

Nancy Di Bartolo
Business Administrator