

## WANAQUE BOARD OF EDUCATION – REGULAR MEETING AUGUST 28, 2018

The Regular Meeting of the Wanaque Board of Education was held on Tuesday, August 28, 2018 at 7:00 pm, in the Haskell School Gymnasium, Haskell, NJ.

### Minutes

#### I. Call To Order/Sunshine Statement

In accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6, P.L. 1975, c.231, s.1; amended 2006, c.70, s.2, the Wanaque Board of Education has provided adequate notice of this meeting by sending a notice of the time, date, location, and to the extent known, the agenda of this meeting to Suburban Trends on April 27, 2018 via email and the Herald News on April 27, 2018 via email. Copies of this notice have also been placed in the Borough Hall and in the Main Office of both Wanaque and Haskell Schools and filed with the Wanaque Borough Clerk on April 27, 2018.

#### Flag Salute/Public Participation Statement/Roll Call

BOARD MEMBER	PRESENT	ABSENT
Mr. Barnhardt (Robert)	X	
Ms. Bruenjes (Carolyn)	X	
Mr. Camisa (Nicholas)		X
Ms. Demetriou (Angela)	X	
Mr. Hain (Barry)	X	
Ms. Henderson (Suzanne)	X	
Ms. Imbasciani (Dana)	X	
Ms. Spadaccini (Jennifer)	X	
Mr. Tully (Richard)	X	

#### Attendance

Ms. Donna Cardiello, Superintendent of Schools  
Ms. Nancy Di Bartolo, Business Administrator  
Mr. Adam Weiss, Board Attorney  
Ms. Samantha Nash, Curriculum Director  
Mr. Kenneth Doolittle, Haskell Principal  
Mr. Charles Frick, Wanaque Principal  
Ms. Zoe Luke, Wanaque Assistant Principal  
Ms. Molly Rieth, Confidential Secretary  
Public 4

#### II. Superintendent's Report

- New Teacher Orientation – Monday to Wednesday
  - Introductions from our various departments
  - Achieve NJ, Professional Development Plans
  - Marzano and curriculum material
  - Technology Training – OnCourse, Realtime, AESOP, Gradebook, Etc.)
  - Meet with the WBEA Executive Board
  - Meet and Greet with students and parents is scheduled for tomorrow at 11:30

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- Highlighted resolutions on the agenda under personnel due to last minute changes.
- Eastern DataComm –install will be some time prior to October 8<sup>th</sup> with training for staff on that date.
- Welcome Back letters have gone out to both parents and staff members. The buildings are ready to go and we are all looking forward to a great start!

### III. Committee Reports

- A. Curriculum/Instruction – Mr. Tully stated all agenda items were discussed.
- B. Finance/Budget – Ms. Henderson explained the committee went over the monthly expenses.
- C. Facilities/Transportation – Ms. Demetriou read an email from Mr. Camisa giving an update on the following:
  - Playground Equipment will need to be replaced in approximately two years
  - New radios (walkie talkies) have been ordered we are waiting for the FCC licensing
  - Striping has not been done as of yet due to the weather
  - New truck has been ordered
  - Tree near the walkway at Wanaque School has been handled
  - Roof is completed
  - Haskell School window's need repair which Mr. Mullanaphy is scheduling
  - Sound proofing is completed
  - Locker Rooms are completed
  - Floors have all been refinished
- D. Personnel/Management – Ms. Spadaccini stated the committee discussed all personnel agenda items.
- E. Policy – Mr. Barnhardt explained we are approving the first reading of the policies which are all mandatory and the rewording of the HIB policy.
- F. Negotiations/Employee Relations – N/A
- G. Communications/Public Relations – N/A
- H. Tri-District – N/A

### IV. Business Administrator's Report

Schools are ready for the first day. Roof Project at Wanaque is complete and awaiting final inspections. Auditors have been in and we had a physical inventory of both buildings last week. That is the final piece for the audit. We are awaiting a truck fleet number for the new truck. For the radios we are waiting for the licensing to come through.

### V. Approval of Minutes

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

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July 17, 2018  
July 31, 2018

Regular & Executive Session  
Special Board Meeting & Executive Session

MOTION: Mr. Hain		SECOND: Mr. Barnhardt	
<b>BOARD MEMBER</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Tully (Richard)	X		
Ms. Demetriou (Angela)	X		

**VI. Correspondence – N/A**

**VII. Public Comment**

Mrs. Maiello – Wanaque - had a comment regarding policies.

Mr. Cortellessa – Wanaque - had a comment regarding the conduct of the board meetings and the committee discussions.

Mr. Weiss gave a brief description of Policy # P1613

**VIII. 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. Approve the following teachers Curriculum mapping, Gr. K-3 LA, not to exceed 20/hours at \$53.00/hr.  

Deborah Caputo  
 Barbara Palacios  
 Ellen Soto
  
3. Upon the recommendation of the Superintendent, The Wanaque Board of Education approves the Comprehensive Equity Plan Annual Statement of Assurance for the 2018/2019 school

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year.

4. Approve the job description for Academic Coach.
5. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the 2016/2017 Contract between Flemington-Raritan Regional School District Board of Education and the Wanaque Board of Education to provide Ongoing Professional Development in the Reading Recovery program at a cost not to exceed \$900 for one teacher @ \$900.00 per teacher (Helen Remington). If a need exists for more than two on-site visits, an additional site visitation fee will be charged at the rate of \$250 ½ day/\$400 day.
6. 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 2018/2019 School Year commencing September 6, 2018 through June 21, 2019 (184 days) for the following:

Tuition	\$147.35 per diem	\$27,113
OT/PT/Speech	\$88.89 per hour	\$17,778 (approx. 200 hours)
Paraprofessional	\$53.48 per diem	\$9,841

Curriculum #1- 6

MOTION: Mr. Barnhardt	SECOND: Mr. Tully		
<b>BOARD MEMBER</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Tully (Richard)	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  
For June 2018 – Revised  
For July 2018

- Ms. Nancy DiBartolo  
Business Administrator/Board Secretary

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**Treasurer's (A149) Report  
For June 2018 – Revised  
For July 2018**

**- Ms. Donna Cardiello  
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 July 2018 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.
  
3. Approve payment of bills and claims for the month of August 2018:
 

10/11	General Current Expense	\$ 747,634.81
20	Special Revenues	\$ 48,989.39
30	Capital Project	\$ 88,160.00
40	Debt Service	\$ 993,125.00
	<b>Total</b>	<b>\$1,877,909.20</b>
  
4. Approve the necessary transfers for the months of June 2018(Revised) and July 2018 to achieve the thoroughness standards of the State of New Jersey and of the District for the current year.
  
5. Approve the necessary transfers for the month of July 2018 to achieve the thoroughness standards of the State of New Jersey and of the District for the current year.
  
6. Approve the additional expenditures for the month of July 2018 in the amount of \$134,285.56 (attached).
  
7. Approve the additional expenditures for the district payroll for the August 30, 2018 pay period in the amount of \$64,702.57.

**Finance/Budget #1-7**

<b>MOTION: Ms. Bruenjes</b>	<b>SECOND: Ms. Henderson</b>		
<b>BOARD MEMBER</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Tully (Richard)	X		
Ms. Demetriou (Angela)	X		Ck. #22017

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**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:

1. Approve the 2017/2018 District Lead Testing Program - Statement of Assurance.

Facilities/Transportation #1

MOTION: Mr. Barnhardt	SECOND: Mr. Hain		
<b>BOARD MEMBER</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Tully (Richard)	X		
Ms. Demetriou (Angela)	X		

**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. Rescind the June 19, 2018 Personnel motion #7 which read:  
Approves the William Paterson University student teacher, **Christopher Cook**, with Heather Marion, Wanaque School, effective September 6, 2018 through December 13, 2018.
2. Approves the William Paterson University student teacher, **Christopher Cook**, with Tara DuHaime, Wanaque School, effective September 6, 2018 through December 13, 2018.
3. Approves the movement of employee **#4138** Step 10 Teacher MA+30 to Step 10 Teacher MA+45 effective September 1, 2018.
4. Approves an additional 17 hours required for Extended School Year for **Rosa Hanley** at the WBEA contractual rate of \$53.00 per hour worked.

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5. Approves an additional 10.5 hours required for Extended School Year for **Carol Hesse** at the WBEA contractual rate of \$53.00 per hour worked.
6. Approve **Marium Carpen**, 2018 Extended School Year Teacher at the WBEA contractual rate of \$53.00 per hour worked.
7. Approve **Maria Naysmith**, Accounts Payable and Data Entry Clerk, effective on or before September 17, 2018 through June 30, 2019 at an annual salary of \$47,000.00 prorated pending criminal history review and background clearance.
8. Approve **Carlie Till**, BSI replacement teacher – unaffiliated - Haskell School, effective September 1, 2018 through June 30, 2019 at MA Step 1 of the WBEA guide for an annual salary of \$61,725.00 pending criminal history review and background clearance.
9. Approve **Allison Cook**, Instructional Assistant - Haskell School, effective September 1, 2018 through June 30, 2019 at an annual salary of \$31,635.00 pending criminal history review and background clearance.
10. Approves, with regret, the resignation of **Michelle Kuhta**, Instructional Assistant at Wanaque School effective June 30, 2018.
11. Approve the appointment of **Suzanne Staropoli**, Pre-School Teacher at Haskell School, effective on or before October 29, 2018 through June 30, 2019, BA Step 1 at an annual salary of \$55,225.00 pending criminal history review and background clearance.
12. Approve with regret the resignation of **Jennifer Halewicz**, Pre-School Teacher at Haskell School, effective October 5, 2018.
13. Approves an additional 8 hours required for Extended School Year for **Caanan Bump** at the WBEA contractual rate of \$53.00 per hour worked.
14. Rescind the April 24, 2018 Personnel motion #4 which read:  
Upon the recommendation of the Superintendent, The Wanaque Board of Education approves the maternity leave for Employee #4169 using paid sick days beginning June 11, 2018 followed by 6 weeks unpaid FMLA leave beginning September 1, 2018 with an anticipated return date of October 15, 2018.
15. Upon the recommendation of the Superintendent, The Wanaque Board of Education approves the maternity leave for Employee #4169 using paid sick days beginning June 11, 2018 followed by 12 weeks unpaid FMLA leave beginning September 1, 2018 with an anticipated return date of November 26, 2018.
16. Rescind the July 17, 2018 Personnel motion #9 which read:  
Approves **Michael Florek** as a long term substitute – Wanaque School, effective September 4, 2018 through October 12, 2018 at a rate of \$150.00 per diem pending criminal history and background clearance.

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17. Approves the following teachers/nurse for the Kindergarten Screening make-up date at the WBEA contractual rate of \$53.00 per hour worked, not to exceed:
  - Sandra Somohano – 7 hours**
  - Nicole Hayes – 2 hours**
  - Vickie Lutz – 7 hours**
  - Kristen Bondarenko – 7 hours**
  - Eileen Pricken – 7 hours**
  
18. Approves **Dylan Cohen**, 2018 Extended School Year home instruction and 2018/2019 Home Instruction at the WBEA contractual rate of \$53.00 per hour worked.
  
19. Approves the following substitute teacher's for the 2018/2019 school year pending criminal history and receipt of required documents:

Elizabeth Fellman	State Certified
Debbie Gicas	State Certified
Maryann Horvath-Zeponi	State Certified
Sharon Hurst	State Certified
Lindsey Dandrea	County Certified
Monica Watson	County Certified
  
20. Approves **Nicole Laboureur**, as an Instructional Assistant, Wanaque School, effective September 1, 2018 through June 30, 2019 at an annual salary of \$31,135 pending criminal history and background clearance.
  
21. Approves, with regret, the resignation of **Kasey Herold**, Instructional Assistant at Wanaque School effective August 22, 2018.
  
22. Approves employee **#4077** medical leave effective September 4, 2018 – November 30, 2018 with an anticipated return date of December 3, 2018.
  
23. Approves the Agreement for **Transportation Nursing Services with Bayada Home Health Care, Inc.**, of Little Falls, NJ effective August 27, 2018 through June 30, 2019 as follows:

RN Services	\$55.00/hour
LPN Services	\$45.00/hour
  
24. Approves **Colleen Cook**, Gr. 6-8 Social Studies replacement teacher-unaffiliated - Wanaque School, effective September 1, 2018 through November 21, 2018 at BA Step 1 of the WBEA guide for an annual salary of \$55,225, prorated pending criminal history review and background clearance.
  
25. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the agreement with **Innovative Therapy Group** to provide school psychologist services 15 hours weekly at an hourly rate of \$60.00 for the 2018/2019 school year commencing July 1, 2017 through June 30, 2018.



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26. Approves **Melissa Stys**, as an Instructional Assistant, Wanaque School, effective September 1, 2018 through June 30, 2019 at an annual salary of \$31,135 pending criminal history and background clearance.

**Personnel/Management #1-26**

<b>MOTION: Ms. Spadaccini</b>		<b>SECOND: Ms. Bruenjes</b>	
<b>BOARD MEMBER</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Tully (Richard)	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. First Reading**

a.	P1613	Disclosure and Review of Applicant’s Employment History – M New
b.	P5512	Harassment, Intimidation, and Bullying – M Revised
c.	P5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities – M Revised

**Policy #1-**

<b>MOTION: Mr. Barnhardt</b>		<b>SECOND: Ms. Spadaccini</b>	
<b>BOARD MEMBER</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Absent		
Mr. Hain (Barry)	X		

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Ms. Henderson (Suzanne)	X		
Ms. Imbasciani (Dana)	X		
Ms. Spadaccini (Jennifer)	X		
Mr. Tully (Richard)	X		
Ms. Demetriou (Angela)	X		

F. NEGOTIATIONS/EMPLOYEE RELATIONS – N/A

G. COMMUNICATIONS/PUBLIC RELATIONS – N/A

H. TRI-DISTRICT – N/A

I. OLD/NEW BUSINESS – N/A

**IX. Public Comment**

Mr. Hurd – Wanaque – had a comment regarding the playground and negotiations and asked which school is having the striping done.

Ms. Demetriou stated the Wanaque School would have the striping done.

Mr. Cohen – Wanaque – had a comment regarding taxes, the budget, reorganization and salaries.

Ms. DiBartolo explained the tax levy, expenses and salaries.

Mr. Cortellessa – Wanaque – had a comment regarding the 2% cap.

Ms. Imbasciani explained the difference between revenue and expenses.

Mr. Cortellessa – asked about the \$130,000 state cut and his concern over taking money from maintenance.

Ms. Di Bartolo explained the board decided to take the money from the maintenance reserve account but shortly after the state cut we received the extraordinary aide so we were able to put the money back into the maintenance account. We spent \$2.5 million on special education and budgeted \$100,000 for extraordinary aide but we received \$215,000.

Mr. Cortellessa thanked the board for the commendable job they do.

Ms. Demetriou thanked Ms. Di Bartolo for doing such a good job.

X. Executive Session – N/A

XI. Adjournment

Motion to adjourn made by Ms. Spadaccini and seconded by Ms. Henderson at 7:41.

Respectfully submitted,



Nancy Di Bartolo  
Board Secretary