

## WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 18, 2018

The Regular Meeting of the Wanaque Board of Education was held on Tuesday, December 18, 2018 at 6:30 pm, in the Haskell School Gymnasium, 973 Ringwood Ave., Haskell, NJ 07420.

### 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. Charles Frick, Wanaque Principal  
Mr. Kenneth Doolittle, Haskell Principal  
Ms. Zoe Luke, Wanaque Assistant Principal  
Ms. Molly Rieth, Confidential Secretary  
Public 23

#### II. Superintendent's Report

- Student Presentations
  - Band – Mr. Testa
  - Mr. Frick – Cyber Robotics Coding Championship
  - Mr. Frick & Mr. Doolittle – Students of the Month Kindergarten
    - Wanaque School
      - Annabella Martinez
      - Dominic Perry

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Makayla Muller

- Haskell School  
Adriana Mahmudi  
Anthony Ibrahim

- Update on evacuation drills
  - Haskell School – December 10<sup>th</sup>
  - Wanaque School – scheduled for December 12<sup>th</sup> – postponed until after the winter break due to the condition of the fields
- HIB W#001- details in executive session

Ms. Demetriou thanked Ms. Imbasciani for her 6 years of service and presented her with a plaque.

The board took a 5 minute break so that the band could take their leave.

### III. Committee Reports

- A. Curriculum/Instruction – Mr. Tully explained the committee discussed a motion that is being rescinded, HIB affirmed, LLD class will be visiting businesses in the area for life skills.
- B. Finance/Budget – Ms. Imbasciani stated projects came in under budget so we have some money left over. Next year's budget is being worked on now, it will be challenging but the committee has full faith in Ms. Cardiello and Ms. Di Bartolo.
- C. Facilities/Transportation – Ms. Demetriou said we are starting the process for the Haskell roof project section B.
- D. Personnel/Management – Mr. Hain stated all agenda items were discussed.
- E. Policy – N/A
- F. Negotiations/Employee Relations – N/A
- G. Communications/Public Relations – N/A
- H. Tri-District – N/A

### IV. Business Administrator's Report

Ms. Di Bartolo explained the money remaining from the projects will be returned to capital reserve. The bid opening is February 13, 2019 on the roof at Haskell School section B. She explained that the earlier we go out to bid the more competitive the bids will be. Ms. Imbasciani will be missed on the finance committee as she has been a big help with all her expertise.

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**V. Approval of Minutes**

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

November 27, 2018		Regular Meeting	
MOTION: Ms. Spadaccini		SECOND: Mr. Hain	
BOARD MEMBER	YES	NO	ABSTAIN
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**

A. November 2018 – School Digest

**VII. Public Comment – N/A**

**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. Rescind the October 30, 2018 Curriculum resolution #3 which read: Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Tuition Contract for Student #713819 with the West Milford Board of Education for the 2018/2019 school year commencing July 9, 2018 through June 30, 2019 at a tuition cost of \$140.29 per diem (\$26,795.39).

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3. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Tuition Contract for Student #713819 with the West Milford Board of Education for the 2018/2019 school year commencing July 9, 2018 through June 30, 2019 at a tuition cost of \$140.29 per diem (\$26,795.39) and extraordinary services of \$128.19 per diem (24,484.29).
  
4. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Tuition Contract for Student #715781 with the Hawthorne Board of Education for the 2018/2019 School Year commencing September 25, 2018 through June 21, 2019 (184 days) for the following:
 

Tuition	\$147.35 per diem	\$25,196.85
OT/Speech	\$88.89 per hour	\$15,200.19 (approx. 171 hours)
  
5. Affirm HIB #H001.
  
6. Approve the following sites to visit (Curriculum Based Instruction) for the Middle School LLD program:
  - Wanaque Library
  - Haskell Post Office
  - Exxon Gas Station (4<sup>th</sup> and Ringwood Ave)
  - Lakeland Dry Cleaners (next to Roma’s)
  - Lakeland Auto Parts
  - Beauty Shack (near Roma’s)
  - King’s Deli
  - CVS
  - Bagel Nosh
  - Kressaty’s Pharmacy
  - Tokyo Sushi-Haskell Town Plaza (intro to cultures and foods)
  - Roma’s Pizzeria

Curriculum #1- 6

MOTION: Mr. Barnhardt	SECOND: Ms. Spadaccini		
<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		X #11

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**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:**

<b>Secretary's (A148) Report</b>	<b>- Ms. Nancy DiBartolo</b>
<b>For November 2018</b>	<b>Business Administrator/Board Secretary</b>
<b>Treasurer's (A149) Report</b>	<b>- Ms. Donna Cardiello</b>
<b>For November 2018</b>	<b>Superintendent of Schools</b>

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 November 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 December 2018:

10/11	General Current Expense	\$1,708,698.66
20	Special Revenues	\$ 36,447.05
30	Capital Project	\$ 22,573.00
	<b>Total</b>	<b>\$1,767,718.71</b>

4. Approve the necessary transfers for the month of November 2018 to achieve the thoroughness standards of the State of New Jersey and of the District for the current year.

5. **WHEREAS** the actual costs for the following projects were less than the final Costs and

**THEREFORE** the amount budgeted in Capital projects for the following projects exceeds the amount required to complete the projects the Wanaque Board of Education resolves to cancel the balances in the following capital projects and requests that the Business Administrator transfer the funds back to the Capital Reserve Account.

Haskell Roof Section C,H&G	\$56,800.24
Haskell Toilet Rooms	\$30,911.37
Wanaque Roof Section A	\$24,750.63

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Finance/Budget #1-5

MOTION: Ms. Imbasciani	SECOND: Ms. Bruenjes		
<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		

**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 an agreement with Di Cara Rubino Architects to provide the following services for a total amount of \$12,500.00:

A. Roof Replacement – Haskell School, Sections B.

1. Construction Documents \$9,000.00
2. Bidding and Award \$ 1,000.00
3. Contract Administration \$ 2,500.00
4. Plus reimbursable expenses billed in addition to the fees indicated above

2. Whereas, The Board of Education of Wanaque School District in the County of Passaic, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:

PARTIAL ROOF REPLACEMENT "AREA B" AT THE HASKELL ELEMENTARY SCHOOL SP#5440-050-19-1000

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF WANAQUE SCHOOL DISTRICT IN THE COUNTY OF PASSAIC, STATE OF NEW JERSEY, as follows:

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Section 1. In accordance with the requirements of Section 6A:26–3 of the New Jersey Administrative Code, the Board hereby approves the Educational Specifications prepared in connection with the project and the Board further authorizes the submission of same to the Passaic County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Passaic County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated “Other Capital” and the Board is not seeking state funding.

Section 3. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 4. The School Administration and such other officers and agents of the Board as are necessary, including the Board Attorney, Bond Counsel and Architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution; including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 5. This resolution shall take effect immediately.

**Facilities/Transportation #1-2**

<b>MOTION: Ms. Henderson</b>	<b>SECOND: Ms. Imbasciani</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		

**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:

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1. Approves the following nurse/teacher/secretary substitute for the 2018/2019 school year pending criminal history and receipt of required documents:  
     **Dorinda Angelo – Nurse**  
     **Gina Huster – Teacher/Secretary           County Certified**  
     **Carol Osborne – Teacher                   County Certified**
2. Approves the William Paterson University practicum student, **Christa Latorre**, with Dyana Mark, Haskell School, effective January 2, 2019 through May 30, 2019.
3. Approve, with regret, the resignation of **Gina Huster**, Special Services Secretary, effective January 31, 2019.
4. Approve the transfer of **Danielle Cierech**, Wanaque School Secretary to Child Study Team Secretary at Haskell School, effective February 1, 2019.
5. Rescind the November 27, 2018 motion #8 approving, with regret, the resignation of **Mary Ellen Saba**, P/T Wanaque Secretary, effective December 31, 2018.
6. Approve **Mary Ellen Saba**, Wanaque Secretary, effective February 1, 2019 through June 30, 2019 at Step 7 of the WBEA guide for an annual salary of \$48,480.00 prorated.
7. Appoint **Patricia Duggan** as a 10-month Part-Time Secretary at Wanaque School effective January 7, 2019 through June 30, 2019 at an annual salary not to exceed \$16,845.84 prorated.

**Personnel/Management #1-7**

<b>MOTION: Mr. Barnhardt</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**

**F. NEGOTIATIONS/EMPLOYEE RELATIONS**



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**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, approves the following old/new business resolutions:

1. The Wanaque Board of Education acknowledges the following donation from the Haskell PTA:

4 cases of copy paper

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

**Old/New Business #1**

<b>MOTION:</b> Ms. Spadaccini	<b>SECOND:</b> Ms. Henderson		
<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		

**IX. Public Comment**

Ms. Molnar – Haskell – had questions regarding residency.

Ms. Cardiello thanked Ms. Molnar and explained each case is looked at separately and dealt with accordingly but is not at liberty to discuss any details.

Ms. Maiello – Wanaque – thanked the board for bringing back the band and asked about the money for security grants.

Ms. Cardiello thanked Ms. Maiello.

Ms. Di Bartolo stated originally the understanding was that the grants were for Vocational schools and Community Colleges but now it may have changed. The architect has been contacted and is looking into it.

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**X. Executive Session**

**WHEREAS**, the Wanaque Board of Education seeks to adjourn to Executive Session in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

**BE IT RESOLVED**, that the Wanaque Board of Education adjourns to Executive Session for purposes of items covered under attorney/client privilege; and the minutes of the discussion of any of these items will be disclosed to the public when matters have been determined and confidentiality is no longer required.

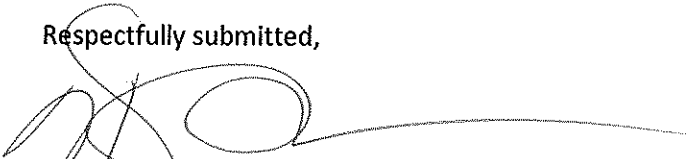
A motion was made to adjourn to Executive Session at 7:23 by Ms. Spadaccini and seconded by Mr. Barnhardt.

A motion was made at 7:36 to close executive session and return to public session by Ms. Spadaccini and Mr. Hain.

**XI. Adjournment**

Motion to adjourn made by Ms. Spadaccini and seconded by Mr. Hain at 7:38pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Nancy Di Bartolo', with a long horizontal line extending to the right.

Nancy Di Bartolo  
Board Secretary