

ORDER OF BUSINESS FOR MAY 16, 2017 PUBLIC MEETING

CALL TO ORDER

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 RECORD, RIDGEWOOD NEWS, and to the Midland Park Borough Clerk for the 2017 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.”

ROLL CALL

PRESIDENT’S REPORT

Mission Statement

The Midland Park School District as part of a strong, dedicated community, provides its students with a comprehensive, adaptive education aligned to 21st century knowledge and skills needed for success in college and career. The district maximizes all resources to empower students to realize their individual worth and responsibility, with the expectation they achieve the New Jersey state standards at all grade levels.

SUPERINTENDENT’S REPORT

French Presentation - Mrs. Yana Seminara and students

+1. Approve the following resolution:

BE IT RESOLVED that the Board hereby affirms the Superintendent's decision in HIB Investigation No. 0331173112 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.

Open to the Public: **COMMENTS** only for action items on the agenda.

BOARD MOTIONS

APPENDIX

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

April 4, 2017
April 18, 2017

2. Approve the establishment of Petty Cash funds for the 2017-2018 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 Jr. /Sr. High School	\$200.00
Highland School	\$100.00
Godwin School	\$100.00
Special Services Department	\$200.00
Supervisor of Curriculum	\$100.00
Continuing Education	\$300.00

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

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

5. Approve the establishment of financial pay-out limits for the following consultants for the 2017-2018 school year:

	<u>Board expenditures</u>	<u>Referendum expenditures</u>
Board Architect	\$30,000	\$600,000
Board Attorney/Bond Counsel	\$75,000	
Board Auditor	\$25,000	
Occupational/Physical Therapy	\$75,000	

6. Designate Phoenix Advisors, LLC as the school Financial Advisor and approve the renewal of the Agreement for Continuing Disclosure Agent Services and Independent Registered Municipal Advisor of Record between the Midland Park School District and Phoenix Advisors, LLC for the 2017-2018 school year, as per the attached appendix.

BM-6

7. Approve the attainment of the Superintendent's goals for the 2016-2017 school year and subsequent submission to the County Office, as follows:

Quantitative Goal #1

Supervise administrative evaluation process by ensuring 50% of all formal observation reports completed in grades 5-6 math or ELA classes will contain at least one indicator of and/or recommendation for Chromebook technology integration. It is expected the technology integration strategies identified will be grade level and content area specific.
(3.33% \$4,911.75)

Quantitative Goal #2

To evaluate program implementation and monitor progress in student achievement, the Superintendent will ensure 80% of the district's first grade students will increase one scale score on the narrative holistic writing rubric.
(3.33% \$4,911.75)

Quantitative Goal #3

Develop a district-specific instructional video resource library for K-8 mathematics which corresponds to the district's identified professional development plan for 2016-2017; four videos will be produced and made available to 100% of certificated staff members within the grade level and content span.
(3.33% \$4,911.75)

Qualitative Goal #4

The Superintendent will engage the entire administrative team in ongoing endeavors to improve public speaking and presentation skills. (Year 2)
(2.5% \$3,687.50)

Qualitative Goal #5

The Superintendent will create and facilitate an Administrative Book Club to develop dialogue, empowerment, and vision among administrative leaders. It is expected the administrative team will become more proactive in initiating leadership conversations, providing relevant input during team meetings, and effectively citing research-based information in a supporting capacity when making recommendations. (2.5% \$3,687.50)

8. Approve the attainment of the School Business Administrator's goals for the 2016-2017 school year and subsequent submission to the County Office, as follows:

Quantitative Goal #1

Provide administrative oversight with regard to the ongoing referendum projects:
#3170-050-14-1001 Midland Park High School Unbundled Projects
#3170-050-14-1002 Midland Park High School Auditorium Upgrades
#3170-070-14-1003 Highland School Unbundled Projects
(1.5% \$2,785.00)

A. Personnel – (M. Cirasella)

APPENDIX

Board resolutions related to hiring for the 2016-2017 and 2017-2018 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. 8A:6-4.13, as applicable.

1. Approve the appointment of Emily Trent, as a School Psychologist. She will be paid a salary of \$54,250 (MA +30 Step 2 on the MPEA salary guide), effective September 1, 2017 through June 30, 2018.
2. Approve the reappointment and contract for Dr. Everett Schlam, School Physician, for the 2017-2018 school year, as per the attached appendix. A-2
3. Approve the non-tenured reappointment **and contract** for the following individual staff members for the 2017-2018 school year, as per the attached appendices:
 - a. Scott Collins, Buildings & Grounds Supervisor A-3a
 - b. Eurico Antunes, District Technology & Data Coordinator A-3b
 - c. Ristem Sela, Computer Technician A-3c
4. Approve the non-tenured reappointment of Jay Esposito as the Media Technician at the high school for the 2017-2018 school year at the approved hourly rate of \$41.81, as per Schedule D of the MPEA contract.
5. Approve the reappointment **and contract** for the following tenured Central Office staff, for the 2017-2018 school year, as per the attached appendices:
 - a. Barbara Pierro, Confidential Secretary to the Business Administrator A-5a
 - b. Eileen Pomianek, Assistant to the Business Administrator A-5b
 - c. Laura Rosini, Payroll and Benefits Coordinator A-5c
 - d. Anne Schaper, Confidential Secretary to the Superintendent of Schools A-5d
 - e. Susan Schlosser, Confidential Secretary to the Supervisor of Curriculum, Instruction & Assessment A-5e
6. Approve the non-tenured reappointment and salary of Beth Kasbarian as a .4 Clerk for the Midland Park Continuing Education program for the 2017-2018 school year, as per the attached appendix. A-6
7. Approve the tenured reappointment and salaries of all Clerk/Secretaries for the 2017-2018 school year, as per appendix. A-6, referenced above.
8. Approve the reappointment and salaries of all non-tenured full-time Custodial/Maintenance personnel for the 2017-2018 school year, as per the attached appendix. A-8
9. Approve the non-aligned salary schedule for the 2017-2018 school year, as per the attached appendix. A-9

10. Approve the reappointment of all non-aligned staff for the 2017-2018 school year, as per the attached appendix.
11. Approve the appointment of Thomas Treta as a part-time Maintenance worker. He will be paid at the approved hourly rate, effective July 1, 2017 through June 30, 2018.
12. Approve the appointment of the following part-time summer Bus Drivers. They will be paid at the approved hourly rate, effective July 1, 2017 through August 31, 2017:

Blanca Garcia
Elizabeth Gibson
Mireya Perez

Margaret Soto
Vincent Schiraldi, Substitute Bus Driver

13. Approve the appointment of the following part-time summer Bus Aides. They will be paid at the approved hourly rate, effective July 1, 2017 through August 31, 2017:

Phyllis Kirchdoerffer
Louis Pellegrino
Sigrid Smith

14. Approve the summer hours for the following Child Study Team members to work on an as-needed basis during the months of July and August 2017:

Christy Kearney, Learning Disabilities Teacher/Consultant
Jennifer Liss, School Social Worker
Catherine Prinsell, School Psychologist
Pamela Vermaas, Learning Disabilities Teacher/Consultant

15. Approve the summer hours for Carole Treta, Technology Coordinator, for up to 60 additional hours.
16. Approve the summer hours for the following Guidance Counselors:

Elizabeth Chase	up to 8 additional days for 7 hours per day
Nina Suri	up to 8 additional days for 7 hours per day
Kelly Scala	up to 1 additional day for 7 hours per day

17. Approve the summer hours for the following Midland Park Continuing Education program staff:

Jo Ann Francolino, Bookkeeper for up to 120 additional hours
Beth Kasbarian, Clerk for up to 100 additional hours

18. Approve the summer hours for the following Secretaries, for up to 20 additional days each:

Carol Berninger, Godwin Secretary to the Principal
Michele Callesano, Highland Secretary to the Principal
Marie Pantina, High School Guidance Secretary
Barbara Rasmussen, High School Secretary to the Principal
Carol Weaver, High School Secretary to the Assistant Principal

19. Approve the summer hours for the following Certified School Nurses to review student records to ensure that required immunizations are complete prior to the start of school. They will each work for two additional days, not to exceed 15 hours, and will be paid as per Schedule D of the MPEA contract:

Karen Corcoran
Rosalyn Kessler
Kimberly Paulhus

20. Approve the summer hours for Karen Corcoran, Certified School Nurse, to provide services for the physical examinations for the athletic teams for five additional days.
21. Approve the following appointments as summer Custodial/Maintenance workers. They will be paid at the approved hourly rate, effective June 26, 2017 through August 31, 2017:

**Adam Bardzell
Matthew Ganguzza
Nicholas Ghalam
John Gibbons
Jake Kavanagh
Justin Lange
Craig LaPuma**

**Ryan Moore
Griffin Mulvaney
Anthony Papapietro
Braeden Plowman
Brendan Sheridan
Andrew Vassallo
Christopher Weisbrot**

- +22. Approve a paid sick leave of absence for Maureen O'Hara, elementary teacher in the Highland School, effective May 15, 2017 through approximately June 16, 2017.
- +23. Approve the following high school teachers to provide supplemental instruction to a non-classified middle school student. They will be paid 3% of their salary (prorated) as per the MPEA contract, Article XIII, Section F, effective retroactive from May 15, 2017 through June 23, 2017:

**Morgan Altemus
Jacqueline Goodell
Teresa Mallon
Yana Seminara
Emily Walker**

- +24. Accept the resignation of Beth Anne DeMarco, Special Education teacher in the Highland School, effective June 30, 2017.

- +25. Accept the resignation of Gail Traitz, .2 Math teacher in the high school, effective June 30, 2017.**
- +26. Accept the retirement resignation of Joyce Gomez, Instructional Aide in the Godwin School, effective June 30, 2017.**
- +27. Approve a paid maternity leave for Melissa Quackenbush, Director of Curriculum, Instruction & Assessment, effective July 10, 2017 through August 7, 2017; a paid child care leave, effective August 8, 2017 through September 15, 2017 and an unpaid leave of absence as per the NJ Family Leave Act, effective September 16, 2017 through December 8, 2017.**
- +28. Approve the evaluation practice instruments for certificated staff for the 2017-2018 and 2018-2019 school years per AchieveNJ code and TeachNJ legislation.**
- +29. Approve the appointment of the following high school students as Aides for the Midland Park Continuing Education Before/After School Child Care Program, effective May 17, 2017 through June 30, 2017:**

**Joseph Chicarielli
Alex Fonticoba
Emma Lein**

- +30. Approve the appointment of Marie Theodorides as an Aide for the Midland Park Continuing Education Before/After School Child Care Program, on an as needed basis, effective May 17, 2017 through June 30, 2017.**

B. Finance Committee – (T. Thomas, Chairperson)

- 1. Approve the following resolution:**

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

- 2. Approve the following block motion:**

- a. April 2017 direct pays in the amount of \$923,079.97.
- b. April 2017 Midland Park Continuing Education claims in the amount of \$47,359.01.
- c. April 2017 Cafeteria claims in the amount of \$33,502.77.
- d. May 2017 claims in the amount of \$732,943.79.

e. Second April 2017 payroll in the amount of \$598,902.87.

f. First May 2017 payroll in the amount of \$596,578.23.

3. Approve the financial reports of the Board Secretary for the period April 1 – 30, 2017, as per the attached appendix.

B-3

4. Approve the following resolution:

Pursuant to PL 2015, Chapter 47 the Midland Park Board of Education intends to renew, award, or permit to expire contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200, as per the attached appendix.

B-4

5. Approved the Shared Services Agreement Between the County of Bergen and the Midland Park Board of Education for the sharing of Bergen County owned emergency and non-emergency equipment for the 2017-2018 school year, as per the attached appendix.

B-5

6. Accept the donation from the MPHS Performing Arts Parents in the amount of \$1,800 for the purchase of the following, as per Policy Section 7230:

\$600 - Bus transportation for the Madrigals

\$600 - Microphones for the Band

\$600 - Furniture for Broadcasting,

7. Approve the recommendation for the reimbursement to the Municipal Alliance, in the sum of \$679.20 towards the Municipal Alliance Summer Program hours for Craig Rush, Student Assistance Counselor, during July and August.

8. Approve the use and rental of the high school grassy area adjacent to the Barn, to A-Game Soccer, sponsored by Midland Park Continuing Education, for youth soccer training clinics, to be held on Tuesdays and Thursdays from June 6, 2017 through November 16, 2017 from 7:00 – 8:00 p.m.

- +9. Approve the transfers between accounts for the period April 1 – 30, 2017, as per the attached appendix.**

B-9

C. Curriculum Committee – (M. Thomas, Chairperson)

1. Approve the following staff members requesting workshop attendance:

Name	Workshop	Location	Cost	Date
Melissa Quackenbush	edConect Data Platform	Trenton, NJ	\$ 25.98	5/18/17
Stacy Boufford Suzanne Esposito +Suzanne Kelly	How Should I Teach Reading Next Year?	Mahwah, NJ	\$ 597.00	5/23/2017
+Christine Carr +David Hershberger	Google Educator Level 2 Cert. Boot Camp	Paramus, NJ	\$ 185.00	6/1/2017
Stacy Garvey	NJASBO Annual Conference	Atlantic City, NJ	\$ 800.00	6/7-9/2017
Danielle Bache	Reading Institute – Readers Workshop	Paramus, NJ	\$ 320.00	7/10-13/17
Laurie Belthoff Mallory Buchmann Meghan Martinez	Reading Institute – Readers Workshop	Paramus, NJ	\$1,200.00	7/10-13/17
+Teresa Mallon	21st Century Science Connections	Morristown, NJ	\$ 197.03	7/17-21/17
Teresa Wecht	AP English Language Summer Institute	New York, NY	\$1,255.44	7/17-21/17
+Mallory Buchmann +Diana Ragone	Whole & Small Group Phonics Instruction	New York, NY	\$ 599.00	7/21/17
Danielle Vandenberghe	AP Summer Institute	New Brunswick, NJ	\$1,146.28	8/7-10/17

+2. Approve the proposed overnight trip for the Spring Track Team to compete in the NJSIAA State Group Finals in Egg Harbor, NJ from June 3 – 4, 2017.

+3. Approve the proposed overnight trip for the Outdoor Club to Mauch Chunk Lake Park, Jim Thorpe, PA from June 9 – 11, 2017.

+4. Approve the revised curricula, as follows:

K-8 Math and Statistics, supporting the New Jersey student Learning Standards (NJSLS).

D. Policy Committee – (B. Sullivan, Chairperson)

1. Approve the reading of the following revised **Mandated** policies, as per the attached appendices:

- | | | | |
|----|---|--------------------------------------|-------------|
| a. | Introduction | Bylaw Section 0000.02 | <u>D-1a</u> |
| b. | Independent Study Programs ABOLISH | Policy Section 2320 | <u>D-1b</u> |
| c. | Unsafe School Choice Option | Policy Section 2415.06 | <u>D-1c</u> |
| d. | Gifted and Talented Students | Policy Section 2464 | <u>D-1d</u> |
| e. | Student Assessment | Policy Section 2622 | <u>D-1e</u> |
| f. | Physical Examination – Teaching Staff Members | Policy & Regulations
Section 3160 | <u>D-1f</u> |
| g. | Physical Examination – Support Staff Members | Policy & Regulations
Section 4160 | <u>D-1g</u> |
| h. | High School Graduation | Policy Section 5460 | <u>D-1h</u> |
| i. | Early Graduation ABOLISH | Policy Section 5465 | <u>D-1i</u> |

+2. Approve the second reading of the following new policy:

- | | | |
|----|---|-------------------------------|
| a. | Administering an Opioid Antidote | Policy Section 5330.04 |
|----|---|-------------------------------|

E. Legislative Committee – (B. McCourt, Chairperson)

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

G. Negotiations Committee - (P. Fantulin, Chairperson)

H. Technology & Public Relations Committee – (P. Triolo, Chairperson)

I. Town Council – (J. Canellas, R. Formicola, M. Thomas)

J. Liaison Committee

High School PTA - (M. Thomas)

Elementary School PTA- (J. Canellas)

Booster Club – (B. McCourt)

Performing Arts Parents – (P. Triolo)

Special Education – (B. Sullivan)

Education Foundation – (P. Fantulin)

Board of Recreation – (T. Thomas)

Continuing Education Program – (S. Criscenzo)

Student Representative to the Board – (Tess Steuerwald)

K. Old Business

L. New Business

Motion to go into closed session before the meeting of June 6, 2017, for the purpose of reviewing the hiring of personnel and confidential student HIB case reviews.

Open to the Public - general **COMMENTS** only at this time.

Motion to Adjourn