

**MINUTES OF THE PUBLIC MEETING**  
**Board of Education**  
**Midland Park, New Jersey**  
**May 16, 2017**

The Pledge of Allegiance was recited.

The meeting was called to order by James Canellas, 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 2017 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.

**ROLL CALL**

Present:	Sandra Criscenzo	Patricia Fantulin
	Richard Formicola	Brian McCourt
	William Sullivan	Maryalice Thomas
	Timothy Thomas	Peter Triolo

James Canellas

**OTHERS PRESENT**

Staff: Marie Cirasella, Superintendent of Schools  
Stacy Garvey, Business Administrator/Board Secretary

**BOARD PRESIDENT'S REPORT**

**Mission Statement**

**The Midland Park School District as part of a strong, dedicated community, provides its students with a comprehensive, adoptive education aligned to 21<sup>st</sup> 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.**

Mr. Canellas reported on the status of the following dates and events:

- 5/20/17 Shredding Event
- 5/25/17 MPEA EOY Dinner
- 5/29/17 Memorial Day Parade
- Tess Steuerwald(Student Representative to the Board) will be laying a wreath and two fifth graders will be holding the Board banner.
- 6/6/17 Educator Hall of Fame Induction
- 6/7/17 Senior Awards Dinner

Tonight is an Action Meeting. We are going through items that were already discussed and now we are voting on them.

Mr. Canellas thanked the Staff, Parents and Volunteers for making the District what it is.

## SUPERINTENDENT'S REPORT

Dr. Cirasella reported that the PARCC Testing is finished and commented that getting information back from the testing will help us in preparing for next year. Dr. Cirasella also thanked all that participated.

French Presentation - Mrs. Yana Seminara and students

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

**+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.**

Roll Call: All Yes

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

No one chose to speak at this time.

## BOARD MOTIONS

## APPENDIX

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

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

April 4, 2017

April 18, 2017

Roll Call: All Yes

Motion – Mr. Triolo, seconded – Mr. McCourt . . .

To approve the following block motion:

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

Roll Call: All Yes

Motion – Ms. Fantulin, seconded – Mr. Sullivan . . .

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)

Roll Call: All Yes

Motion – Mr. Triolo, seconded – Mr. McCourt . . .

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)

Roll Call: All Yes

### 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.

Motion – Mr. Triolo, seconded – Mr. Formicola . . .

To approve the following block motion

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
- Roll Call: All Yes
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
- Roll Call: All Yes
- Motion – Mr. McCourt, seconded – Ms. Criscenzo . . .
- To approve the following block motion:
10. Approve the reappointment of all non-aligned staff for the 2017-2018 school year, as per the attached appendix. A-10
  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    | Margaret Soto                            |
| Elizabeth Gibson | Vincent Schiraldi, Substitute Bus Driver |
| Mireya Perez     |  |
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.

Roll Call: All Yes

Motion – Mr. Formicola, seconded – Mr. Triolo . . .

To approve the following block motion:

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.**

Roll Call: All Yes

Motion – Mr. Triolo, seconded – Mr. Sullivan . . .

To approve the following block motion:

- +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 Achieve NJ code and Teach NJ 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.**

Roll Call: All Yes

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

- S-1. Accept the retirement resignation of Heidi Cassells, Godwin School elementary teacher, effective June 30, 2017.

Roll Call: All Yes

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

Motion – Mr. Thomas, seconded – Mr. McCourt . . .

To approve the following block motion:

- 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**

Roll Call: All Yes

The Committee met tonight regarding year-end purchases at Godwin, Highland and at the high school.

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

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

To approve the following block motion:

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 <b>+Suzanne Kelly</b>	How Should I Teach Reading Next Year?	Mahwah, NJ	\$ 597.00	5/23/2017
<b>+Christine Carr</b> <b>+David Hersberger</b>	<b>Google Educator Level 2 Cert. Boot Camp</b>	<b>Paramus, NJ</b>	<b>\$ 185.00</b>	<b>6/1/2017</b>
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
<b>+Teresa Mallon</b>	<b>21<sup>st</sup> Century Science Connections</b>	<b>Morristown, NJ</b>	<b>\$ 197.03</b>	<b>7/17-21/17</b>
Teresa Wecht	AP English Language Summer Institute	New York, NY	\$1,255.44	7/17-21/17
<b>+Mallory Buchmann</b> <b>+Diana Ragone</b>	<b>Whole &amp; Small Group Phonics Instruction</b>	<b>New York, NY</b>	<b>\$ 599.00</b>	<b>7/21/17</b>
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).**

Roll Call: All Yes

Motion – Dr. Thomas, seconded – Ms. Criscenzo . . .

- S-2. Approve the recommendation of the Director of Special Services to provide supplemental instruction for a non-classified middle school student, effective retroactive from May 15, 2017 through June 23, 2017.

Dr. Thomas informed that the committee met prior to the Board Meeting and reviewed the summer reading list.

Roll Call: All Yes

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

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

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 <b>ABOLISH</b>     | 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<br>Section 3160 | <u>D-1f</u> |
| g. | Physical Examination – Support Staff Members  | Policy & Regulations<br>Section 4160 | <u>D-1g</u> |
| h. | High School Graduation                        | Policy Section 5460                  | <u>D-1h</u> |
| i. | Early Graduation <b>ABOLISH</b>               | Policy Section 5465                  | <u>D-1i</u> |

Roll Call: All Yes

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

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

- |    |   |                               |
|----|---|-------------------------------|
| a. | <b>Administering an Opioid Antidote</b> | <b>Policy Section 5330.04</b> |
|----|---|-------------------------------|

Roll Call: All Yes

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

No Report.

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

There is a meeting scheduled for later tonight and a report will follow at the next meeting.

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

No Report.

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

No Report.

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

There is a scheduled meeting for 5/31/2017.

J. Liaison Committee

High School PTA - (M. Thomas)

No Report.

Elementary School PTA- (J. Canellas)

The following events/items are scheduled:

- Teacher Appreciation Week
- Spring Concert on 5/17
- Raised \$4,000 at Panther Prowl.
- Polling for Executive Board PTA positions.
- Cycle Bar Fundraiser
- Parent volunteers to work for Traveling STEAM Museum.

Booster Club – (B. McCourt)

The following items were discussed:

- Sport session ending
- Track meet over the weekend
- Softball night tonight.
- Golf undefeated
- There are 4 sports in top 25 this season.

Performing Arts Parents – (P. Triolo)

The following items were mentioned:

- Magicals Concert last weekend.
- May 18 will be the Spring Concert / Jazz Concert
- May 20 Interact Car Show

Special Education – (B. Sullivan)

Interact Car show is scheduled for May 20, 2017.

Education Foundation – (P. Fantulin)

The following events were mentioned:

- 5K Fundraiser

- Unique Wax – Fundraiser
- Opportunities for Teacher of the Week.

Board of Recreation – (T. Thomas)

The Borough is looking for options for parcel of land behind back tennis courts.

Continuing Education Program – (S. Criscenzo)

No Report.

Student Representative to the Board – (Tess Steuerwald)

No Report.

K. Old Business

Nothing to discuss at this time.

L. New Business

Motion – Mr. Formicola, seconded –Ms. Fantulin . . .

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.

Roll Call: All Yes

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

Mr. Canellas invited the public to address the Board.

No one chose to speak at this time.

Motion – Mr. Formicola, seconded – Mr. Sullivan . . .

To adjourn the meeting.

Roll Call: All Yes

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Stacy Garvey,  
School Business Administrator/  
Board Secretary