

**WOOD-RIDGE BOARD OF EDUCATION
PUBLIC WORK SESSION MEETING MINUTES
November 6, 2017**

This is a Public Work Session Meeting of the Wood-Ridge Board of Education and is in compliance with the Open Public Meeting Act, Chapter 231, Public Laws of 1975, also known as the Sunshine Law. This meeting has been approved by resolution adopted at the Re-Organization Meeting held on January 2, 2017. Notification has been sent to The Record. Notification has also been posted in the Wood-Ridge Borough Hall, the Wood-Ridge Memorial Library, and the Wood-Ridge Board of Education's website.

ROLL CALL FOR ATTENDANCE:

PRESENT: Mr. Garvin, Mrs. King, Mr. Valenti and Mr. Nieves
ABSENT: Mr. Biamonte and Mr. Schmidt
ALSO PRESENT: Superintendent Cipriano, Assistant Superintendent DeNobile and Board Attorney Michael Gross

Mr. Nieves read the following statement: The Wood-Ridge Board of Education now has a need to discuss issues regarding the following topic areas:

****Student Matters***

all of which fall within an exception to our policy entitled "Public and Executive Sessions", which permits this board of education to have private or closed discussions on topic areas which are exceptions contained in the Open Public Meeting Act, N.J.S.A.10:4-12b.

I will entertain a motion to enter into closed session. On the motion of Mr. Garvin, seconded by Mrs. King the meeting adjourned into closed session. The motion was passed unanimously. It is hereby resolved that the Board will now go into private or closed session to discuss:

****Student Matters***

Any discussion held by the Board, which need not remain confidential, will be made public as soon as practicable. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene the public meeting at the conclusion of the closed session.

At 7:30 p.m., upon motion of Mr. Valenti, seconded by Mr. Garvin, the Board voted unanimously to reopen the Public Work Session Meeting. The Public Work Session Meeting reconvened at 7:33 p.m. and Mr. Nieves read the following statement:

This is a Public Work Session Meeting of the Wood-Ridge Board of Education and is in compliance with the Open Public Meeting Act, Chapter 231, Public Laws of 1975, also known as the Sunshine Law. This meeting has been approved by resolution adopted at the Re-Organization Meeting held on January 2, 2017. Notification has been sent to The Record. Notification has also been posted in the Wood-Ridge Borough Hall, the Wood-Ridge Memorial Library, and the Wood-Ridge Board of Education's website.

ROLL CALL FOR ATTENDANCE:

PRESENT: Mr. Garvin, Mrs. King, Mr. Valenti and Mr. Nieves
ABSENT: Mr. Biamonte and Mr. Schmidt
ALSO PRESENT: Superintendent Cipriano, Assistant Superintendent DeNobile and Board Attorney Michael Gross

Presentation(s)/Recognition(s)/Award(s) - Student of the Month - WRIS & WRJRSRHS

Superintendent's Report – Mr. Cipriano advised of the upcoming fundraisers and updated athletics.

Committee Reports

The Board of Education takes official action at its Business Meetings. Business meetings are regularly scheduled on the third Wednesday of each month, subject to changes that may occur because of holidays. Prior to the Board taking action at its business meetings, committee meetings are scheduled where in-depth approval occurs. At each committee meeting, the Board discusses recommendations of the Superintendent of Schools and other relevant items. Committee approval authorizes resolutions to be placed on the agenda of the next appropriate business meeting and/or possible formal action.

At the Board of Education's committee meetings, no formal action is taken. The typical schedule of meetings is as follows:

Type of Meeting	Members
Curriculum & Instruction	Mr. Christopher Garvin, Chairman Mr. Robert Valenti Mr. Nicholas Cipriano Dr. Sue DeNobile
Personnel	Mr. Joseph Biamonte, Chairman Mr. Albie Nieves Mr. Nicholas Cipriano
Policy	Mr. Thomas Schmidt, Chairman Mr. Albie Nieves Mr. Nicholas Cipriano
Buildings & Grounds	Mr. Robert Valenti, Chairman Mr. Joseph Biamonte Mr. Nicholas Cipriano Mrs. Jenine Murray
Finance	Mr. Christopher Garvin, Chairman Mr. Albie Nieves Mr. Nicholas Cipriano Mrs. Jenine Murray

(Each of these meetings may include an Executive Session for the approval of matters that may be appropriate for Executive Session.)

Liaison Report -

Hearing of Citizens (Resolutions Only) –

Bonnie Taylor thanked the district for the T.O. dress down day. Mrs. Taylor also asked how many days are allocated to PD and how many of those days are for special ed.

Upon the recommendation of the Superintendent of Schools and the Business Administrator, the Board of Education will discuss the following:

CURRICULUM & INSTRUCTION

C&I 1 Discussion of Approval of Evaluation Requests

	Student Id#	Type of Evaluation	Vendor	Cost
a.	52006389	OT Evaluation	CCL	\$300
b.	52006441	OT Evaluation	CCL	\$300

C&I 2 (M) Discussion of Approval for Termination of Placement

ID	Placement	Effective
10488	Becton Vision Program (Student Moved)	September 22, 2017

C&I 3 Discussion of Approval of Related Services

BOE	ID#	School Program	Related Services	Effective
WR	52006511	Catherine E. Doyle	<u>Bayada Nursing:</u> 1:1 Nurse – 5 days/wk, 7hrs/day @ \$54/hr <u>SBJC:</u> OT 2x/wk, PT 2x/wk	October 24, 2017 – June 20, 2017

C&I 4 Discussion of Approval to Amend Tuition - OOD

ID#	School Program	Rate	Effective
9921	Ridgefield Slocum Skewes	Amend from a Gen Ed to MD Program From \$41,929 to \$34,882 (includes ESY)	2017-2018

C&I 5 Discussion of Approval of Professional Development Request

Staff Member Attending:	Jennifer Allen
Title of Workshop:	<i>Conference for School Based Speech-Language Pathologists</i>
Date(s):	December 1, 2017
Location:	Piscataway, NJ
Registration Fee:	\$259.00 (<i>Title IIA Funds, No Cost to District</i>)
Travel Expense(s):	83.4 miles total@ \$.31 per mile = \$25.85 (<i>Travel to be funded via : 11-000-223-580-04-00</i>)
Total Cost Not to Exceed:	\$ 284.85

C&I 6 (M) Discussion of Approval of Field Trip Requests

	Destination (include reason for trip)	Date of Trip	Teacher	Parent Chaperone	Grade/Group	# of students	Departure	Return
a.	<p>The Historic Village at Allaire 4265 Atlantic Ave. Wall Township, NJ 07727</p> <p>The trip coincides with our “Life in the Colonies” unit as well as “The American Revolution” units in the Social Studies Curriculum</p>	05/24/18	Jaime Oppido	Kimberly Lange Andrea Byrne Lorraine Sikora Stefanie Soontarodom Keri Stellato Jenine Murray Kristen Knapik Maryanna Scarimbolo	5	85	8:30 AM	2:30 PM

b. M	Parsippany PAL 33 Baldwin Road Parsippany, NJ Robotics competition. Students apply STEM skills to design, build, and program a robot to perform tasks suited to the competition. Students compete and ally with other High Schools.	12/16/17	K. Parry R. Berger	n/a	7 – 9	8	8 am	5:30 pm
c. M	Urban Air Trampoline Park 69 Wesley Street South Hackensack, NJ 07606 Teen Institute Trip – To provide drug and alcohol free activities.	12/1/17	L. Ames C. Lange	n/a	9-12	20	6 pm	9 pm
d. M	Graycliff Manor Moonachie Road Moonachie, NJ Senior Class Holiday Luncheon	12/21/17	K. Schoenig A. DeComa M. Ihle	n/a	12	100	10:30 am	2:00 pm

ACTION TO BE TAKEN ON THE FOLLOWING:

**C&I 7 (M) Approval of Revisions to Superintendent’s Merit Goals – 2017-2018 School Year -
ACTION TO BE TAKEN**

Goal 3: (Quantitative)	The Superintendent will convene and facilitate a minimum of 4 meetings of an administrative panel to review the district's basic skills and I&RS programming. As a result of these meetings, the Superintendent will develop a district handbook detailing the services available for students based on needs and will make it available in an online version on the district website to be completed by June 2018.
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Goal 5: (Quantitative)	Achieve NJ recognizes that non-instructional staff (i.e., educational service professionals, directors, supervisors) have varied job descriptions and, unlike that for teachers, the creation of a common evaluation instrument is difficult (http://www.state.nj.us/education/AchieveNJ/intro/SpecialistsandOthersOverview.pdf). Under Achieve NJ: "Districts will continue to have great latitude in evaluating staff members in these roles. Districts can choose to continue existing practice, adopt or adapt instruments from instrument providers, or create their own." By February 2018, the Superintendent will develop evaluation instruments specific to the roles of the District's providers for Directors, Guidance Counselors, Child Study Team Members, and Nurses.
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Introduced by: Mr. Garvin

Seconded by: Mr. Valenti

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Biamonte and Mr. Schmidt were absent.

C&I 8 (M) Approval of the NJQSAC Statement of Assurance for the 2017-2018 - ACTION TO BE TAKEN

Approval of the NJQSAC Statement of Assurance for the 2017-2018 School Year for submission to the New Jersey Department of Education.

Introduced by: Mr. Garvin

Seconded by: Mr. Valenti

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Biamonte and Mr. Schmidt were absent.

C&I 9 (M) Approval of District Professional Development Offerings for November 7, 2017- ACTION TO BE TAKEN

Workshop Title	Workshop Leader	Time & Rate of Pay (per WREA Contract)	Total	Source
Khan Academy in the Classroom	Gabriel Ben-Nun	2 hours @ \$94.89/hr.	\$189.78	Title IA
Graphing Calculators: Effective Use and Practices for High School Math	Stephen Olsen	2 hours @ \$94.89/hr.	\$189.78	Title IA
Work Smarter, Not Harder using Google Forms and Sheets	Jonathan Hassinger	2 hours @ \$94.89/hr.	\$189.78	Title IA
Students as Co-teachers in the Science Classroom	Kristen Larson	2 hours @ \$94.89/hr.	\$189.78	Title IA

Music: The Practical Strategies for Student Engagement in the World Language Classroom	Tess Iannacco	2 hours @ \$94.89/hr.	\$189.78	Title IA
ELL Training for All Educators	Kelly Manicone	2 hours @ \$94.89/hr.	\$189.78	Title IA
Rubrics and Project Based Learning	KellyAnne Muscle	2 hours @ \$94.89/hr.	\$189.78	Title IA
Introduction to Multi-Sensory Techniques	Danielle Engel and-----	2 hours @ \$94.89/hr.	\$189.78	Title IA
	Andrea Sanzari	2 hours @ \$94.89/hr.	\$189.78	Title IA
Keys to Successful Inclusion: The Do's, Don'ts, and Do Betters	Lara Schmitt and-----	2 hours @ \$94.89/hr.	\$189.78	Title IA
	Sue DeNobile	None	None	Not Applicable
Social Emotional Learning: Supporting Our Students' Growth	Sue DeNobile	None	None	Not Applicable

*Introduced by: Mr. Garvin
 Seconded by: Mr. Valenti*

*ROLL CALL
 In Favor: 4
 Opposed: 0
 Motion Carried*

Mr. Biamonte and Mr. Schmidt were absent.

PERSONNEL

P1 (M) Discussion of Approval of Coaching Appointments

- a. Name:** Akua Addo*
- Location:** Wood-Ridge Junior/Senior High School
- Position:** Boys & Girls Winter Track - Volunteer Coach
- Compensation:** n/a
- Dates of Season:** 11/20/2017 - 3/11/2018

** Pending completion of paperwork*

- b. Name:** Charlie Trentacosti
- Location:** Wood-Ridge Junior/Senior High School

Position: Boys & Girls Spring Track - Assistant Coach
Compensation: \$4,165.56
Dates of Season: 3/2/2018 - 6/9/2018

c. **Name:** John Porteous*
Location: Wood-Ridge Junior/Senior High School
Position: Boys & Girls Spring Track - Assistant Coach
Compensation: \$3,819.36
Dates of Season: 3/2/2018 - 6/9/2018

* Pending completion of paperwork

d. **Name:** Akua Addo*
Location: Wood-Ridge Junior/Senior High School
Position: Boys & Girls Spring Track – Volunteer Coach
Compensation: n/a
Dates of Season: 3/2/2018 - 6/9/2018

* Pending completion of paperwork

e. **Name:** Ann Marie Moccia
Location: Wood-Ridge Junior/Senior High School
Position: Boys & Girls Spring Track – Volunteer Coach
Compensation: n/a
Dates of Season: 3/2/2018 - 6/9/2018

f. **Name:** Andrea Marino
Location: Wood-Ridge Junior/Senior High School
Position: Softball - Head Coach
Compensation: \$6,667.78
Dates of Season: 3/2/2018 - 6/9/2018

g. **Name:** Matthew Bogert
Location: Wood-Ridge Junior/Senior High School
Position: Softball - Assistant Coach
Compensation: \$4,165.56

- Dates of Season:** 3/2/2018 - 6/9/2018
- h. Name:** Keri Focarino
Location: Wood-Ridge Junior/Senior High School
Position: Softball - Assistant Coach
Compensation: \$3,998.04
Dates of Season: 3/2/2018 - 6/9/2018
- i. Name:** Lara Schmitt
Location: Wood-Ridge Junior/Senior High School
Position: Softball - Volunteer Coach
Compensation: n/a
Dates of Season: 3/2/2018 - 6/9/2018
- j. Name:** Alexandra Paskas
Location: Wood-Ridge Junior/Senior High School
Position: Softball - Volunteer Coach
Compensation: n/a
Dates of Season: 3/2/2018 - 6/9/2018
- k. Name:** Michael Carcich
Location: Wood-Ridge Junior/Senior High School
Position: Baseball - Head Coach
Compensation: \$6,667.78
Dates of Season: 3/2/2018 - 6/9/2018
- l. Name:** Sean Mansfield
Location: Wood-Ridge Junior/Senior High School
Position: Baseball - Assistant Coach
Compensation: \$3,998.04
Dates of Season: 3/2/2018 - 6/9/2018

m Name: Michael Scarzafava
Location: Wood-Ridge Junior/Senior High School
Position: Baseball - Assistant Coach
Compensation: \$3,998.04
Dates of Season: 3/2/2018 - 6/9/2018

n. Name: Mike Petrucelli, Sr
Location: Wood-Ridge Junior/Senior High School
Position: Baseball - Volunteer Coach
Compensation: n/a
Dates of Season: 3/2/2018 - 6/9/2018

o. Name: Joseph Sutera
Location: Wood-Ridge Junior/Senior High School
Position: Baseball - Volunteer Coach
Compensation: n/a
Dates of Season: 3/2/2018 - 6/9/2018

p. Name: Thomas Kroncke
Location: Wood-Ridge Junior/Senior High School
Position: Spring Weight Room Supervisor
Compensation: \$1,451.80
Dates of Season: 3/2/2018 - 6/9/2018

**All pending WREA negotiations*

ACTION TO BE TAKEN ON THE FOLLOWING:

P2 (M) Approval of Personnel Appointment- *ACTION TO BE TAKEN*

Name: Christina Tenore

Location: Wood-Ridge Jr/Sr High School
New Hire/Replacement/Transfer: Replacement of Existing Position (*Maria Barrows*)
Position: Guidance Counselor
Full-Time/Part-Time: Full-Time
Compensation: \$62,465.00 – WREA MA+30, Step 7 (*pro-rated*)*
Starting Date: October 25, 2017
Ending Date: June 30, 2018

**pending WREA negotiations*

*Introduced by: Mr. Garvin
 Seconded by: Mr. Valenti*

ROLL CALL

In Favor: 4

Mr. Biamonte and Mr. Schmidt were absent.

Opposed: 0

Motion Carried

P3 Approval of Appointment of C.A.R.E Personnel for the 2017-2018 School Year - ACTION TO BE TAKEN

<u>Last Name</u>	<u>First Name</u>	<u>Rate of Hourly Pay</u>
Aviles	Melissa	\$20

*Introduced by: Mr. Valenti
 Seconded by: Mr. Garvin*

ROLL CALL

In Favor: 3

Mr. Biamonte and Mr. Schmidt were absent. Mrs. King abstained.

Opposed: 0

Motion Carried

POLICY

POL 1 (M) Discussion of Approval of Policy

Policy #	Title	New	Revision	First Reading	Second Reading
P2415.04	Parental Involvement		X	10/16/17	11/27/17

POL 2 (M) Discussion of Approval of Regulation

	Regulation #	Title	New	Revision	First Reading	Second Reading
	R7434	Smoking Prohibited in School Buildings		X	11/27/17	12/18/17

BUILDINGS & GROUNDS

None at this time

FINANCE

F 1 (M) Discussion of Approval of Acceptance of Donations

	Donation Amount	Purpose/Explanation:	Donated by:
a.	30 sanitized wipe containers	To be placed in each classroom at Doyle Elementary School	PDI Healthcare
b.	\$470.00	District wide dress down day of October 27, 2017 in honor of Tyler Orban	Give Kids the World

F2 (M) Discussion of Approval of Tentative Budget Calendar for 2018-2019 per attached.

ACTION TO BE TAKEN ON THE FOLLOWING:

F3 (M) Approval of Acceptance of Donation – *ACTION TO BE TAKEN*

Donation Amount	Purpose/Explanation	Donated by:	Donated to:
\$200	ADHD Presentation by representative from CHADD For: Administrators/Teachers/ Parents November 20, 2017 7p.m.	Wood-Ridge Public Education Foundation	Wood-Ridge School District

*Introduced by: Mr. Garvin
Seconded by: Mr. Valenti*

*ROLL CALL
In Favor: 4
Opposed: 0
Motion Carried*

Mr. Biamonte and Mr. Schmidt were absent.

BOARD OPERATIONS

BO 1 (M) Discussion of Approval for the Transportation Contract with Englewood Public School District in the amount of \$4,000.00 for the 2017-2018 school year pursuant to School Choice Law.

BO 2 (M) Discussion of Approval of Cost Reimbursement for Food Service Management Services

Resolution

Cost Reimbursement for Food Service Management Services works best for WOOD-RIDGE SCHOOL DISTRICT

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

Whereas, the Wood-Ridge 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 Wood-Ridge 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 Wood-Ridge 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 Wood-Ridge 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 Wood-Ridge 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 Wood-Ridge 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 Wood-Ridge 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, that the Wood-Ridge 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,

BO 3 (M) Discussion of Approval of Annual Uniform State Memorandum of Agreement 2017-2018

The Board of Education approves the Annual Uniform State Memorandum of Agreement between the Wood-Ridge Board of Education and the Wood-Ridge Police Department for the 2017-2018 school year.

BO 4 (M) Approval of Renewal Agreement with Pitney Bowes for the Wood-Ridge High School

Renewal agreement with Pitney Bowes to lease equipment to the Wood-Ridge High School for a term of 60 months. The monthly rate will be \$194.70 per month with quarterly billings of \$584.10. A savings of \$99.60 annually.

BO 5 (M) Approval of Renewal Agreement with Pitney Bowes for the Wood-Ridge Board of Education Offices

Renewal agreement with Pitney Bowes to lease equipment to the Wood-Ridge Board of Education offices for a term of 60 months. The monthly rate will be \$194.70 per month with quarterly billings of \$584.10. A savings of \$99.60 annually.

ACTION TO BE TAKEN ON THE FOLLOWING:

BO 6 (M) Approval of Submission of Comprehensive Maintenance Plan – ACTION TO BE TAKEN

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Wood-Ridge School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Wood-Ridge School District hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for Wood-Ridge School District in compliance with Department of Education requirements

Introduced by: Mr. Garvin

Seconded by: Mr. Valenti

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Biamonte and Mr. Schmidt were absent.

Communications – None

Unfinished Business – Mr. Valenti wished all the candidates good luck at the election.

Hearing of Citizens – None

Adjournment –

At 7:45 PM, upon the motion of Mr. Garvin seconded by Mr. Valenti, the Board voted unanimously to close the Public Meeting.

Respectfully submitted,

Jenine Murray,
Board Secretary