

MINUTES OF THE PUBLIC MEETING
Board of Education
Midland Park, New Jersey
December 1, 2009

The Pledge of Allegiance was recited.

The meeting was called to order by Richard Venditti, President, 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 2009 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."

ROLL CALL

Present:	James Canellas	Sandra Criscenzo
	Paula Lein	Raymond Moraski
	Wayne Roberts	William Sullivan
	Maryalice Thomas	Robert Schiffer

Richard Venditti

OTHERS PRESENT

Staff: William Heebink, Superintendent of Schools
Stacy Garvey, Business Administrator/Board Secretary

BOARD SECRETARY'S REPORT

Approval of Minutes

District policy states that anyone wishing to speak on an agenda item prior to its vote by the full Board will have an opportunity to do so without prior notice.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETING ACT STATEMENT

“Adequate notice of the meeting was provided as specified in the Open Meeting Act. Notices of the Meeting were sent to the HERALD-NEWS, BERGEN RECORD, RIDGEWOOD NEWS, and to the Midland Park Borough Clerk for the 2009 elective year. A notice was also posted outside the office of the Midland Park Board of Education in a place reserved for such announcements.”

ROLL CALL

BOARD SECRETARY’S REPORT

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

Approve the minutes of the following regularly scheduled public meeting:

November 3, 2009, with changes noted.

Roll Call: All Yes

PRESIDENT’S REPORT

Mission Statement

The Midland Park School District as part of a strong, dedicated community, provides students with a comprehensive, adaptive education in a positive environment by maximizing all resources and empowering them to realize their individual worth and responsibility with the expectation that all students achieve the New Jersey Core Curriculum Content Standards at all grade levels.

SUPERINTENDENT’S REPORT

Dr. Heebink commented on the following items:

- a. Recognition of Custodial/Maintenance personnel.
- b. December calendar corrections.

Board resolutions related to hiring for the 2009-2010 school year 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. 18A:6-4.13, as applicable.

A. Personnel – (W. Heebink)

Motion – Mr. Sullivan, seconded – Mr. Roberts . . .

To approve the following block motion:

1. Approve the appointment of Matthew Kingsley as the Assistant Boys Basketball (Freshman) Coach for the 2009-2010 school year (support material attached).
2. Approve the following addition to the list of substitute teachers for the 2009-2010 school year (support material attached).

* Michelle Roberto

* = NJ Certification (s) County Substitute Certificate

3. Approve the appointment of Avon V. Draper-Daniel as a substitute bus driver. She will be paid \$14.50 per hour, effective December 2, 2009 (support material attached).

Roll Call: All Yes

B. Finance Committee – (R. Schiffer, Chairperson)

APPENDIX

Motion – Mr. Schiffer, seconded – Mr. Canellas . . .

1. Approve the following resolution:

RESOLVED: That pursuant to N.J.A.C. 6:20-2.13(e), we certify that as of October 31, 2009, 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.

Roll Call: All Yes

Presentation of the Audit for the 2008-2009 school year by Gary Higgins, Auditor from Lerch, Vinci and Higgins.

Motion – Mr. Schiffer, seconded – Mr. Canellas . . .

Approve the following block motion:

2. Accept the Audit for the fiscal year 2008-2009 and the recommendations contained therein.

3. Accept the Corrective Action Plan for the Auditor’s recommendations, as contained in the Annual Audit for the fiscal year 2008-2009, which is attached as an appendix. F-1

4. Accept the Certification of Implementation of the Corrective Action Plan, which is attached as an appendix. F-2

Mr. Venditti asked about the Adult Education accounts.

Mr. Gary Higgins responded that revenues are up and program is self-sustaining.

Mr. Venditti questioned page 83 of the CAFR/Management Report. Why does the number change so drastically over the years listed? Ms. Garvey responded that she can’t say where the numbers came from in the past, but current numbers have been generated straight from payroll records.

Mr. Schiffer asked if all past recommendations have been corrected.

Mr. Higgins replied that by law we have to review past recommendations to ensure they have been corrected ---corrective actions have been implemented.

Mr. Canellas asked for an explanation of the finding on Special Federal State Projects. Mr. Higgins explained to the Board’s satisfaction.

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. Roberts . . .

5. Approve the December 2009 claims in the amount of \$273,645.98.

Roll Call: All Yes

Motion – Mr. Schiffer, seconded – Mr. Canellas . . .

6. Approve the financial reports of the Board Secretary and the Treasurer of School Moneys for the period of October 1 – October 31, 2009, which is attached as an appendix. F-3

Roll Call: All Yes

Mr. Venditti asked why is Fund 20 negative on the Board Secretary’s Report.

Ms. Garvey replied that we are waiting for reimbursement from the State on NCLB & IDEA Grants.

Mr. Venditti questioned why two lines on that same report read “no state number assigned”.

Ms. Garvey replied that they are the FICA and Adult Education salary flow through lines. They will -0- out by the end of the year.

Motion - Mr. Schiffer, seconded – Dr. Thomas . . .

7. Approve the agreement between NANPOC Associates and the Midland Park School District for occupational therapy services for the 2009-2010 school year, which is attached as an appendix. F-4

Roll Call: All Yes

Mr. Roberts noted that the contract says 2010-11. Dr. Heebink will have contract corrected to read 2009-10.

Ms. Lein questioned why we have to pay the consultant if student is absent from school.

Dr. Heebink answered yes because the consultant would still be in the building. They would have a lot of other work to fill time.

Motion – Mr. Schiffer, seconded – Mr. Canellas . . .

8. Approve the disposal of a Hobart model 410 slicing machine at the high school cafeteria.

Roll Call: All Yes

Ms. Lein questioned if the slicer has been replaced. Ms. Garvey answered yes. Mr. Canellas wondered if there is any value. Ms. Garvey replied only scrap metal value.

- C. Curriculum Committee – (R. Moraski, Chairperson)

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

1. Approve the list of staff members/Board of Education members requesting workshop attendance, as follows:

Name	Workshop	Location	Date(s)
Stacy Garvey	State Aid & Budget Preparation	Wyndham Garden, Mt. Olive	12/15/09
Teresa Isik	Annual Guidance Counselor Luncheon	Felician College, Lodi, NJ	12/11/09
Jack Ferriday	Coaching Track and Field	Atlantic City, NJ	12/18/09
Karen Corcoran	The Art and Science of School Nursing	New Brunswick, NJ	3/19/10 & 3/20/10

Roll Call: All Yes

D. Policy Committee – (J. Canellas, Chairperson)

Mr. Canellas commented that there will be a policy meeting before the first Board meeting in January.

E. Legislative Committee – (P. Lein, Chairperson)

No Report.

F. Buildings & Grounds Committee – (S. Criscenzo, Chairperson)

There will be a meeting at 7:00 p.m. on December 15, 2009.

G. Negotiations – Teachers/Secretaries/Custodians - (W. Roberts, Chairperson)

There was a meeting tonight at 6:30 with the committee.
Also, there will be a meeting with the association on 12/7/09.

H. Negotiations – Administrators – (W. Sullivan, Chairperson)

No Report.

I. Public Relations Committee – (P. Lein, Chairperson)

A time line will be established for the Superintendent Search and it will be on the Website.

J. Personnel Committee – (W. Sullivan, Chairperson)

Approve the following new/revised job descriptions, which are attached as appendices:

- | | | |
|----|---|------------|
| a. | School Business Administrator/Board Secretary | <u>PC1</u> |
| b. | Director of Special Services | <u>PC2</u> |
| c. | Library Clerk | <u>PC3</u> |
| d. | Speech-Language Specialist | <u>PC4</u> |

- | | | |
|----|------------------------|------------|
| e. | Occupational Therapist | <u>PC5</u> |
| f. | Physical Therapist | <u>PC6</u> |
| g. | Media Specialist | <u>PC7</u> |

Mr. Canellas questioned the job description of the School Business Administrator/Board Secretary. Mr. Canellas asked why there isn't anything listed to include the responsibility for the maintenance of internal controls for the district. Also, it does not list who does the evaluation-Superintendent should be listed.

Mr. Canellas also asked what it meant by 'voucher' submitted on the media tech. job description. Ms. Garvey responded that it is a timesheet submitted for payroll.

Roll Call: (With amending a. School Business Administrator/Board Secretary)
All Yes

K. Service Review Committee – (M. Thomas, Chairperson)

No Report.

L. Town Council Special Projects Committee – (R. Moraski, Chairperson)

The Mayor and Council went out for quotes on doing work on the field. Still waiting on their final decision.

M. Technology Committee – (J. Canellas, Chairperson)

No Report.

N. Liaison Committee:

High School PTA – (S. Criscenzo)

Market Day

Elementary School PTA – (J. Canellas)

The Holiday Boutique is scheduled for December 5 from 10:00 a.m. to 2:00 p.m.

Booster Club – (W. Roberts)

We thank the BOE for approval to add the link to the school website for the sale of logo apparel. Carole Treta has contacted us and is ready to set it up.

At the Bergen County High School Soccer Coaches Association Annual Awards Dinner, our Boosters VP, Scott Gleba, was honored as a recipient of a Contributor Award for his dedication and contributions to the youth soccer community in Midland Park.

At the Greater Bergen County YMCA Annual Awards Dinner, our Athletic Director, Ed Salvi, was honored as a recipient of the prestigious 2009 Edward L. Della Torre Achievement Award for his contributions that have made a difference in athletics and academics over the past 30 years.

Also, at the same dinner, 2009 graduate Carolyn Bryan was a recipient of the 2009 YMCA High School Student-Athlete Award.
The Fall Sports Awards Night is tomorrow December 2, 2009 – 7:30 at Midland Park High School Memorial Hall.

Performing Arts Parents – (R. Moraski)

Holiday concerts are scheduled for the following dates and times:

12/09 K-6 Highland gym at 1:30 & 7:00 p.m.
12/16 Middle School Choral Concert - 6:30 p.m.
12/16 High School Choral Concert - 8:00 p.m.

Special Education – (M. Thomas)

No Report.

Education Foundation – (P. Lein)

A Barnes & Noble Fundraiser is scheduled for December 3, 2009.

Board of Recreation – (W. Sullivan)

A meeting is scheduled for next Tuesday.

Continuing Education Program – (R. Schiffer)

No Report.

Student Representative to the Board – (C. Duane)

Two weeks ago – 5 high school students competed on “The Challenge” on channel 12. The program will air in January.

O. Old Business

Mr. Moraski was asked to be a judge for the Invention Convention- He found it very gratifying to see what students produced. He asked that their projects be displayed.

P. New Business

Mr. Venditti commented that he has been seeing school vehicles (not our vehicles) speeding on the highway. He asked if the Board would be willing to write a letter to our Legislators asking that all school vehicles have a number on them to call if driver is breaking the law.

Motion – Mr. Moraski, seconded – Ms. Lein . . .

To go into closed session before the meeting of December 15, 2009, for the purpose of discussing personnel items on the agenda, negotiation items and discussion of the Superintendent Search.

Open to the Public

Mr. Venditti invited the public to address the Board.

Patrick Hagerty asked if students could go to the weight room instead of participating in physical education class, as does NH. Dr. Heebink responded that there could be no supervision provided, plus students have to participate in the class because it is part of the approved curriculum.

Motion – Mr. Moraski, seconded - Ms. Lein . . .

To adjourn the meeting.

Roll Call: All Yes

The meeting adjourned at 9:20 p.m.

Respectfully submitted,

Stacy Garvey,
School Business Administrator/
Board Secretary