



WYCKOFF SCHOOL DISTRICT
241 MORSE AVENUE
WYCKOFF, NEW JERSEY 07481

WWW.WYCKOFFPS.ORG

April 26, 2019

This is a formal notification that a Regular Business Meeting of the Board of Education of the Township of Wyckoff, County of Bergen, New Jersey, will be held on Monday, April 29, 2019, 6:30 pm at the Eisenhower Middle School, 344 Calvin Court, Wyckoff, New Jersey 07481.

Patricia Salvati, C.P.A.
Board Secretary

April 29, 2019

Regular Business Meeting
6:30 pm

FORMAL ACTION WILL BE TAKEN AT THIS MEETING

I. Call meeting to order and roll call

Presiding officer's announcement regarding notification of this meeting to the public:

"In compliance with the Sunshine Laws of the State of New Jersey, at least 48 hours prior notice of the meeting stating time, dates, and location has been sent to The Ridgewood News, The Record, The Suburban News, Wyckoff Patch.com, The Wyckoff Library and the Township Clerk."

- A. Recognition of Visitors
- B. Flag Salute
- C. Boys Basketball Team Championship ~ Recognition
- D. Loris Chen ~ Grant Acknowledgement
- E. Eisenhower Middle School ~ New Jersey School to Watch Re-Designation
- F. 2019-2020 Budget Presentation

II. COMMUNICATION ON AGENDA ITEMS

When recognized by the President, please state your name and address prior to commenting on an agenda item.

All meetings at which the Board transacts official business must be public (18A:10-6).

As stated in Board Policy: "Meetings of the Board are conducted for the purpose of carrying on the business of the schools and, therefore, are not public meetings, but meetings held in public."

Therefore, once oral communication is closed by the President, no other questions or comments will be permitted until the "Oral Communication" portion at the end of the agenda. At that time, questions do not have to be confined to agenda items.

III. BOARD PRESIDENT'S REPORT

IV. COMMITTEE REPORTS

A. Reports and Information from Committee Chairs

1. Communications – Mr. Murtha
2. Policy/Legislation Committee – Mr. McHugh
3. Education Committee – Mrs. Martone
4. Finance Committee – Mr. Della Pietra
5. Facilities Committee – Mr. Mr. McHugh
6. Personnel Committee – Mr. Francin
7. Negotiations – Mr. Della Pietra

V. INTERIM SUPERINTENDENT'S REPORT

A. Discussion Items

1. Enrollment
2. Kindergarten Registration
3. Autism Awareness Month and Day
4. Disciplinary Incidents
5. School Safety Drills
6. Administrative Meetings
7. School Highlights
8. Curriculum and Instruction Highlights
9. Girls' STEM Club
10. Comments on Agenda Items

VI. BUSINESS ADMINISTRATOR'S REPORT

A. Discussion Items

1. Sicomac School Electrical Upgrade Bid Award
2. Chromebooks

VII. ACTION ITEMS

A. FISCAL MANAGEMENT

Motion to approve the following Fiscal Management Resolutions:

1. Minutes as follows:
 - a. March 18, 2019 – Special Meeting
 - b. March 18, 2019 – Private Executive Meeting
 - c. March 25, 2019 – Regular Business Meeting
2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
03/31/19	Payroll - Net Pay	Wire Transfer	621,304.77
03/31/19	Payroll - Agency	Wire Transfer	474,804.69
03/31/19	Payroll - FICA	Wire Transfer	77,827.39
04/15/19	Payroll - Net Pay	Wire Transfer	684,955.34
04/15/19	Payroll - Agency	Wire Transfer	488,009.52
04/15/19	Payroll - FICA	Wire Transfer	83,700.21
04/01/19	Bills List	24601-24671	393,903.03
04/18/19	Bills List	24672-24757	498,213.32
04/15/19	Health Benefits	Wire Transfer	433,745.29
04/01/19	Debt Payment	Wire Transfer	1,322,246.88

3. **BE IT RESOLVED** to approve the budgetary transfers as per attached.
4. **BE IT RESOLVED** that the Board of Education acknowledges and accepts the certification from the Board Secretary that as of months ending February 28, 2019 and March 31, 2019 no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

5. **BE IT FURTHER RESOLVED** that the Wyckoff Board of Education acknowledges that it receives and accepts the Board Secretary’s and Cash Report for the months ending February 28, 2019 and March 31, 2019 and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

6. To approve, with gratitude, the acceptance of gifts as follows:

To:	Coolidge School	Donation/Dollar Amount
From:	<i>Coolidge Girl Scout Troop #95931</i>	
	Outdoor Education Area Building Project (Bronze Award)	Donation
From:	<i>Coolidge School PTO</i>	
	Lightspeed RedCat Sound System for classroom with Flex Mike and Share Mike Quantity: 5	\$6,553
To:	Washington School	Donation/Dollar Amount
From:	<i>Washington School PTO</i>	
	Beautification	\$78
	Cultural Assembly	\$1,190
	Media Center	\$413
	PTO Hospitality	\$45
	Theme Day	\$4,261
	Volunteer Breakfast	\$178
	TOTAL	\$6,165

7. **BE IT RESOLVED** to adopt the budget for the 2019-2020 School Year as follows:

	Budget	Local Tax Levy
General Fund	\$ 42,052,765	\$ 38,397,11
Special Revenue Fund	\$ 713,503	-0-
Debt Service Fund	<u>\$ 1,635,494</u>	<u>\$ 1,635,494</u>
 Total Budget	 \$ 44,401,762	 \$ 40,032,607

Included in the budget is an automatic adjustment, in accordance with N.J.S.A. 18A:7F-38(d) in the amount of \$55,000 for health care costs.

Also, included in budget line 620 Budgeted Withdrawal from Capital Reserve Excess Costs & Other Capital Projects is \$1,295,500 for Electrical Upgrades at Sicomac Elementary School and HVAC upgrades at Lincoln Elementary School. The total cost of these projects is \$1,445,500 which represents expenditures for construction elements or projects that in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the core curriculum content standards.

8. To approve the establishment of a maximum travel expenditure of \$150,000 for the 2019-2020 budget year and to acknowledge that the maximum travel expenditure established for the 2018-2019 budget year was \$150,000 and that \$69,979 has been spent to date.
9. To authorize the Business Administrator to purchase retirement gifts at a cost not to exceed \$200 per person for all staff members retiring during the 2018-2019 school year.
10. To approve the agreement between the Wyckoff Board of Education and Phoenix Advisors for Continuing Disclosure Agent Services and designation of the Board’s Independent Registered Municipal Advisor for the 2019-2020 School Year at a base fee of \$1,000.
11. To approve the purchase of 700 Lenova 300e Chromebooks, together with 700 Console licenses, agreements and warranties from CDW-G, through the ESCNJ State approved cooperative, at a cost of \$219,016.00.

12. To approve the financing of 700 Lenova 300e Chromebooks, 700 Console licenses, agreements and warranties by means of a three-year lease-purchase financing arrangement with American Capital at an annual cost of \$76,103.89 with a \$1 buyout option at the conclusion of the lease term.

Moved by _____ Seconded by _____

Roll Call:

Della Pietra _____ Kaspar _____ Martone _____ McHugh _____
Murtha _____ Nico _____ Francin _____

B. OPERATIONS AND MANAGEMENT

Motion to approve the following Operations and Management Resolutions:

1. To approve the Addendum to the Agreement for Use of Public School Facilities by the Torpedoes Soccer Club for the period of July 1, 2019 through June 30, 2020.
2. **WHEREAS**, the Wyckoff Board of Education (“Board”) advertised for bids for the Electrical Upgrades Project at Sicomac Elementary School (“Project”); and

WHEREAS, on April 16, 2019, the Board opened bids for the Project; and

WHEREAS, TSUJ Corp. (“TSUJ”) submitted the lowest bid with a base bid price of \$377,807; and

WHEREAS, the bid submitted by TSUJ is responsive in all material respects, and it is the Board’s desire to award the Project to TSUJ.

NOW, THEREFORE, BE IT RESOLVED that the contract for the Project is hereby awarded to TSUJ for a total contract sum of \$377,807. Funding for this project is included in the 2019-2020 budget.

BE IT FURTHER RESOLVED this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, and an executed A-101, Standard Form of Agreement Between Owner and Contractor, and an A-201, General

Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board President and the School Business Administrator/Board Secretary are hereby authorized to execute any and all documents necessary to effectuate this Resolution.

Moved by _____ Seconded by _____

Roll Call:

Della Pietra _____ Kaspar _____ Martone _____ McHugh _____
Murtha _____ Nico _____ Francin _____

C. PERSONNEL

Motion to approve the following Personnel Resolutions:

The Superintendent's recommendation in regard to personnel matters:

1. **BE IT RESOLVED** that the Wyckoff Board of Education accepts the following resignations:
 - a. To accept, with regret, the resignation for retirement purposes, of *Sharon Burkard*, Physical Education Teacher, Coolidge School, effective June 30, 2019.
 - b. To accept, with regret, the resignation for retirement purposes, of *Donna Flato*, District Learning Disabilities Teacher Consultant, effective June 30, 2019.
 - c. To accept, with regret, the resignation for retirement purposes, of *Mickey Hunt*, Grade 6 Math Teacher, Eisenhower Middle School, effective June 30, 2019.
 - d. To accept, with regret, the resignation for retirement purposes, of *Janine Nicolosi*, Cafeteria Aide, Eisenhower Middle School, effective April 30, 2019.
 - e. To accept, with regret, the resignation for retirement purposes, of *Mark Maxwell*, Music Teacher, Eisenhower Middle School, effective June 30, 2019.

- f. To accept, with regret, the resignation of *Marion Rausch*, Grade 2, Washington School, effective June 30, 2019.
 - g. To accept, with regret, the resignation of *Gina Ferrara*, Grade 5 Teacher, Washington School, effective June 30, 2019.
2. **BE IT RESOLVED** that the Wyckoff Board of Education accepts the following leave requests:
- a. *Hadassa Erlanger*, District Psychologist, with an approximate effective date of September 1, 2019 through an approximate end date of October 25, 2019.
 - b. *Jaimee Rizzo*, District Behaviorist, with an approximate effective date of September 1, 2019 through an approximate end date of November 30, 2019.
 - c. *Tara DiScala*, Grade 7 Science, Eisenhower Middle School, to extend her leave with an approximate end date from September 1, 2019 to June 30, 2020.
 - d. *Alex Strohl*, 10-Month Secretary, Eisenhower Middle School, to extend her leave with an approximate end date of April 29, 2019 to June 30, 2019.
3. **BE IT RESOLVED**, that the Wyckoff Board of Education accepts the applications indicated below for emergent hiring for the following appointments under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et.seq.; N.J.S.A. 18A:6-4.13 et.seq. All appointments are contingent upon reference checks in accordance with P.L. 2018, c.5.:
- a. To approve the appointment of *Kristen Macchio*, Leave Replacement Grade 7 Science Teacher, Eisenhower Middle School, replacing Kimberly Simon, B.A. Step 1, \$51,425 pro-rated, with an approximate effective date of May 29, 2019 through June 30, 2019.
 - b. To approve the appointment of *Christina Marion*, Leave Replacement Resource Room Teacher, Eisenhower Middle School,

replacing Frank Deegan, B.A. Step 1, \$51,425 pro-rated, with an approximate effective date of April 29, 2019 through June 30, 2019.

4. To approve the Interim Superintendent contract between Dr. Jeffrey Feifer and the Wyckoff Board of Education for the 2019-2020 school year.
5. To approve the contract with *Barbara Pepe* to serve as the 2019 Summer Academies Director.
6. To approve the following 2019 Summer Academies Teaching Staff, each receiving a stipend not to exceed \$3,200 and a bonus not to exceed \$800 contingent upon meeting minimum class enrollment as follows:

<i>Lorraine Antonucci</i>	<i>Krystal Knyfd</i>
<i>Angelo Bonavitacola</i>	<i>Robert LaMorte</i>
<i>Sarah Clooney</i>	<i>Jodi Levine</i>
<i>Jessica DeBlasio</i>	<i>Scott Levy</i>
<i>Marc DeBlock</i>	<i>Megan Mihalik</i>
<i>Ashley Doctor</i>	<i>Courtney Morfing</i>
<i>Daniel Dodd</i>	<i>Amanda Reid</i>
<i>Annemarie Dugan</i>	<i>Robert Rufo</i>
<i>Marissa Harrichand</i>	<i>Monique Sarfity</i>
<i>Amanda Harrington</i>	<i>Nicole Sottiriou</i>
<i>Ryan Harrington</i>	<i>Jennifer Streaser</i>
<i>Kimberly Hentze</i>	<i>Marisa Strippoli</i>

7. To approve the following 2019 Summer Social Club Staff and hours as follows:

NAME	POSITION	TOTAL HOURS
Erica Ward	Social Skills	55
Morgan Repetto	Academics Teacher	55
Emily Doughan	Art Teacher	33
Christina Knapp	Cooking and Games Teacher	30
Marc DeBlock	Robotics Teacher	15
Robert Rufo	Rocketry Teacher	15
Annemarie Dugan	Yoga Teacher	15
Kevin Reilly	PE Teacher	25
Dan Dodd	PE Teacher	6
Amanda Harrington	Coping Skills Teacher	15
Ryan Harrington	Algorithms Teacher	15

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Dean Laterra	Music Teacher	8
Diane Saalfrank	Classroom Aide	100
Kristina Chakonis	Classroom Aide	100
Jamie Celusak	Floater Classroom Aide	100
Kim DeYoung	Classroom Aide	100
Jaimee Rizzo	Behaviorist	20
Beth Lancellotti	Program Coordinator	150

8. To approve *Gail Cordello* as the 2019 Summer Academies Secretary at a rate of \$20 per hour, not to exceed 115 hours.
9. To approve up to 20 additional hours, at her hourly rate, for *Jessica Lacasse* to perform the duties of the PD Coordinator for the 2018-2019 school year.
10. To approve 30 hours, at his hourly rate, for *Jason Opremcak* to perform the duties of NJSLA Test Coordinator for the spring testing dates.
11. To approve two additional hours at their hourly rate for the following aides to attend the 6th grade field trip:
 - Marisa Kravatz*
 - Lori Groenewal*
 - Lesley Hohmann*
 - Mary Percarpio*
 - Michele Osani*
 - Rebecca Tutschek*
12. To approve the following Instructional Aides to attend NJSLA Training, paid at their hourly rate not to exceed 70 minutes:
 - Jamie Celusak*
 - Nancy Collentine*
 - Michelle Giummarra*
 - Lori Groenewal*
 - Marisa Kravatz*
 - Michele Osani*
 - Mary Percarpio*
 - Vincenza Porporino*
 - Michele Schlenker*
 - Rebecca Tutschek*

13. To approve the additions to the Substitute List for the 2018-2019 school year as follows:

Gina Ferrara
Arlene Nidowicz
Matthew Wagner

Moved by _____ Seconded by _____

Roll Call:

Della Pietra _____ Kaspar _____ Martone _____ McHugh _____
 Murtha _____ Nico _____ Francin _____

D. INSTRUCTION AND PROGRAM

Motion to approve the following Instruction and Program Resolutions:

1. To approve the approximate costs associated with the special education placements.

STUDENT NO.	PLACEMENT/PROVIDER REASON	COST
#902519	Banyan School – Pro-rated Tuition for the remainder of the 2018-2019 school year	\$19,363.22
#621625	Northern Region Educational Services Commission – To provide Physical Therapy to Student while attending the Children’s Place during the 2019-2020 school year	\$2,500
#222131	Franklin Lakes Board of Education – Tuition for remainder of the 2018-2019 school year	\$32,889.20
#103420	Cornerstone Day School – Tuition for 12 month program for the 2019-2020 school year	\$86,358.80

2. To approve the agreement with Bergen County Special Services to provide services under Chapters 192/193 for the 2019-2020 school year.
3. To approve the extension to the contract with Horizon Healthcare to provide substitute nurses, as needed, at an hourly rate of \$54.00 from April 1, 2019 to June 30, 2019.
4. To approve the proposed contract agreement between the Wyckoff Family YMCA and the Wyckoff Board of Education to operate a fee-based before-

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school program and an after-school extra-curricular program for the period beginning on September 1, 2019 and ending on June 30, 2021 and to authorize the Business Administrator to execute the final version upon receipt.

5. To approve the following Field Trip location:
 Hudson River Sloop
 Alpine Approach Road
 Alpine, New Jersey 07620

Moved by _____ Seconded by _____

Roll Call:

Della Pietra _____ Kaspar _____ Martone _____ McHugh _____
 Murtha _____ Nico _____ Francin _____

E. GOVERNANCE

Motion to approve the following Policy/Communications/Legislation Resolutions:

1. To approve, in accordance with the provisions of N.J.A.C. 6A:23A-7 and Board Policy #6471, reimbursement for travel and related expenses as per attached, where such travel and related expenses have been previously reviewed by the building principal/supervisor, and the chief school administrator has determined that such travel and related expenses promotes the delivery of instruction or furthers the efficient operation of the school district and is fiscally prudent as per the following:

NAME	POSITION	CONFERENCE NAME	DATE(S)	EXPENSES
Jamie Getrajdman	Social Studies Grade 8	Pascack Hills High School Visitation	4/29/19	n/a
Loris Chen	Science Grade 8	Pascack Hills High School Visitation	4/29/19	n/a
Lori Ebanietti	Language Arts Grade 8	Pascack Hills High School Visitation	4/29/19	n/a
Sarah Clooney	Math Grade 7	Pascack Hills High School Visitation	4/29/19	n/a

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Hadassa Erlanger	Psychologist	Administer NJSL Testing at Cornerstone	5/1/19; 5/3/19; 5/7/19 – 5/9/19	Travel
Jaimee Rizzo	Behaviorist	Innovative School-Based Interventions for Students with Significant Emotional and Behavioral Issues	5/14/19	Travel, Registration Fees
Grace White	Director C & I	NJ Educators Exploring the Practices of Reggio Emilia (NJEPRE)	5/22/19	Travel, Registration Fees
Jayne Mazie	Kindergarten Sicomac	The Process of Documentation – Making Teaching and Learning Visible	5/22/19	Travel, Registration Fees
Alexis Gorla	Kindergarten Sicomac	The Process of Documentation – Making Teaching and Learning Visible	5/22/19	Registration Fees
Jayne Mazie	Kindergarten Sicomac	11 th Annual NJ Professional Development Schools Conference	5/23/19	n/a
Claudia McLees	ESL	NJ Teachers of English to Speakers of Other Languages (NJTESOL)	5/30/19	Travel, Registration Fees
Jenn Ascrizzi	Instructional Coach – Washington	Opal School Summer Symposium	6/18/19 – 6/21/19	Travel, Registration Fees, Accommodations, Meals
Sue Dobson	Guidance	Schools to Watch Conference	6/28/19 – 6/29/19	Travel, Registration Fees, Accommodations, Meals
Laila Moolji	Social Studies Grade 7	Responsive Classroom Training	7/16/19 – 7/19/19	Travel, Registration Fees
Jeanine Perrotta	Math Grade 7	Responsive Classroom Training	7/16/19 – 7/19/19	Travel, Registration Fees

2. To approve the first reading of the attached Wyckoff Township Board of Education Policies and Regulations as follows:

NUMBER	TITLE	COMMENTS
P2422	Health and Physical Education (M)	Updating policy to align with current statutes

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P5111 R5111	Eligibility of Resident/Nonresident Students (M)	Language around F-1 Visa Students; updated language surrounding displaced students in crisis or parents in the military
P5320 R5320	Immunization	Language change to reflect and clarify Code compliance; align Regulation with current practice

3. To approve the second reading and adoption of the attached Wyckoff Township Board of Education Policies and Regulations as follows:

NUMBER	TITLE	COMMENTS
P5337	Service Animals	Compliance with Americans with Disabilities Act
P5756	Transgender Students (M)	Policy mandated by the State

4. To approve the final revisions of the 2018-2019 Teacher and Student Calendars.
5. To affirm the Superintendent’s recommendation regarding HIB Cases #2018-503 and #2018-504.
6. **WHEREAS**, National Professional Secretary’s Week and National Secretary’s Day was created in 1952 to recognize the importance and value of the secretarial position to a company or business and to management; and

WHEREAS, the name of this special day has evolved over the past few decades and is now Administrative Professional’s Week and Day; and

WHEREAS, we are grateful for the very significant contributions of these dedicated professionals and appreciate their critical role in the success of our District;

NOW, THEREFORE BE IT RESOLVED that the Wyckoff Board of Education acknowledges April 22 - 28, 2019 as Administrative Professional’s Week and April 24, 2019 as Administrative Professional Day.

7. **WHEREAS**, our teachers work tirelessly to serve our students and communities with care and professionalism, filling many roles as listeners, explorers, role models, motivators, and mentors; and

WHEREAS, the Wyckoff Board of Education commends our teachers for fostering respect for diversity, risk-taking, and collaboration that promotes the development of students as responsible citizens inside and outside of the classrooms; and

WHEREAS, the Wyckoff Board of Education wishes to recognize publicly all of the ways our teachers contribute to the lives of our students and community; and

WHEREAS, the Wyckoff Board of Education encourages families and schools to show our teachers the appreciation they so richly deserve; and

WHEREAS, the Wyckoff Board of Education thanks its teachers for their contribution to excellence in education;

NOW, THEREFORE BE IT RESOLVED that the Wyckoff Board of Education acknowledges the week of May 6 - 10, 2019 as Teacher Appreciation Week and that Tuesday, May 7, 2019 be designated as Teacher Appreciation Day in the Wyckoff Public Schools.

8. **WHEREAS**, since 2003 during National Nurse Week, school nurses have been nationally recognized for their focus on prevention and well-being for students and families through education regarding healthy lifestyle choices and management of chronic diseases; and

WHEREAS, quality school health services demand school nursing skills and practices based on strong scientific evidence and ongoing education for the health and safety of students; and

WHEREAS, the Wyckoff Board of Education thanks its school nurses for their ongoing support and contribution to the well-being of our students;

NOW, THEREFORE BE IT RESOLVED that the Wyckoff Board of Education acknowledges that May 8, 2019 be designated as School Nurse Day.

Moved by _____ Seconded by _____

Roll Call:

Della Pietra _____ Kaspar _____ Martone _____ McHugh _____
Murtha _____ Nico _____ Francin _____

VIII. COMMUNICATION FROM PUBLIC

IX. NEW BUSINESS ITEMS

A. Discussion Items

1. Summer Board Meeting Schedule

X. ADVANCE PLANNING

All Work Sessions and Regular Business Meetings are held at Eisenhower Middle School, 344 Calvin Court, Wyckoff, New Jersey 07481 unless otherwise noted.

Future Meeting Dates:

1. May 20, 2019
Regular Business Meeting @6:30 pm

XI. ADJOURNMENT