

Minutes of the Regular Business Meeting of the Board of Education of the Township of Wyckoff, County of Bergen, New Jersey, held on Monday, September 17, 2018 at 7:10 PM, at the Wyckoff Board of Education Central Office, 241 Morse Avenue, Wyckoff, NJ 07481

- I. Members Present: Rob Francin, President
 Lisa Martone, Vice President
 Chris Della Pietra
 Frederic Farcy
 Dan McHugh
 Tim Murtha
 Gina Nico

Absent: None

Staff Present: Dr. Richard Kuder, Superintendent
Ms. Patricia A. Salvati, Business Administrator/Board Secretary

In compliance with the New Jersey Open Public Meetings Law, a notice of the meeting stating time, dates and, location has been sent to The Ridgewood News, The Record, The Suburban News, The Wyckoff Library, and the Township Clerk.

Recognition of Visitors: There were 20 staff members and community members present.

Zachary DeCurtis led the flag salute.

Dr. Kuder presented Eagle Scout, Zachary DeCurtis with a framed resolution and spoke about Zach's project in which he created a community garden at Lincoln School.

John Doller, Supervisor of Buildings and Grounds, gave a PowerPoint presentation on the capital improvements and the facilities projects performed by the district's maintenance staff during the summer. Mr. Doller spoke about each member of his staff, the skills they bring to the job and the pride they take in their work. Dr. Kuder thanked Mr. Doller for his informative presentation and both Dr. Kuder and Mr. Farcy expressed their appreciation for the work performed throughout the district.

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.

Mr. Francin invited questions or comments from the public. There were none.

III. BOARD PRESIDENT'S REPORT

Mr. Francin announced that the WEF Dinner is being held at the Brownstone on Friday, October 12th at 7:30 PM and mentioned that it is a great opportunity to come together as a district and support the work of the Wyckoff Education Foundation.

Mr. Francin thanked John Doller and his staff for their hard work in getting the buildings in order by opening day. He also mentioned that the school year is off to a great start with more than 20 new teachers on staff.

With regard to the Superintendent search, Mr. Francin reported that the Board is in the process of hiring an Interim Superintendent who will come on board January 1st and remain until a permanent Superintendent is hired, before the start of the 2019-2020 school year. He stated that once the process has been formalized a letter giving details will be sent to the community.

IV. SUPERINTENDENT'S REPORT

Dr. Kuder welcomed everyone back to school and spoke about the successful opening of the schools and the activities that are taking place.

Dr. Kuder spoke about the Strategic Planning Meeting that will take place on October 20th and mentioned that it is a great opportunity for staff and the community members to be a part of the vision and strategic goals for the next three years.

Dr. Kuder spoke about the new playground at Coolidge School and thanked the PTO for their generous donation of \$59,000 to replace the existing playground equipment.

Lastly, Dr. Kuder mentioned that the theme for the WEF Gala is "Wellness" and that the district is interested in creating a Wellness Center at Eisenhower Middle School.

V. BUSINESS ADMINISTRATOR'S REPORT

Ms. Salvati reported that the district's business office had a successful school opening. She mentioned that there were a few busing issues which are being resolved.

Ms. Salvati spoke about the mandatory Board Member training which needs to be completed by December 31st.

Lastly, Ms. Salvati gave an explanation of the change orders listed on the agenda and stated that the construction project at Lincoln School has been completed and the final cost is \$31,000 under budget.

VI. COMMITTEE REPORTS

COMMUNICATIONS

Ms. Nico announced that the Community Stakeholders Meeting will be held on October 20th and reported that the Communications Committee is currently working on finalizing the synopsis of the Communications Survey.

POLICY COMMITTEE

Mr. McHugh gave a review of the policies that are on the agenda for the 2nd reading.

EDUCATION COMMITTEE

Ms. Martone announced that the next meeting of the Education Committee is scheduled to be held on September 17th.

FINANCE COMMITTEE

Mr. Della Pietra announced that the 2017-2018 school audit should be completed by the end of September.

Mr. Della Pietra mentioned that the Finance Committee is currently looking into the proposed costs for the security upgrades at the elementary schools.

FACILITIES

Mr. Farcy recognized John Doller and the Maintenance staff for facilitating district wide projects on schedule and under budget.

PERSONNEL COMMITTEE

Mr. Francin reported that the Personnel Committee is currently researching firms to assist in the Superintendent Search. The Interim Superintendent position has been advertised.

The Wyckoff Administrators Association has offered to meet early to begin negotiations so as not to interfere with candidate interviews for the Superintendent position which will be held in January, 2019.

VII. ACTION ITEMS

Motion by Lisa Martone seconded by Dan McHugh to approve the following agenda items:

1. Minutes as follows:
 - a. August 20, 2018 – Private Executive Meeting
 - b. August 20, 2018 – Regular Business Meeting
2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
08/30/18	Payroll - Net Pay	Wire Transfer	71,364.34
08/30/18	Payroll - Agency	Wire Transfer	53,776.15
08/30/18	Payroll - FICA	Wire Transfer	8,553.26
09/15/18	Payroll - Net Pay	Wire Transfer	686,091.33
09/15/18	Payroll - Agency	Wire Transfer	470,305.09
09/15/18	Payroll - FICA	Wire Transfer	82,177.14
08/27/18	Bills List	23194-23278	541,161.90

09/10/18	Bills List	23279-23352	422,115.64
09/15/18	Debt Payment	Wire Transfer	44,700.00
09/15/18	Health Benefits	Wire Transfer	419,121.85

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 month ending August 31, 2018 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 month ending August 31, 2018 and certifies that the report indicates 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 the acceptance of gifts as per attached.
7. To acknowledge and accept the gift of new playground equipment, installation, and removal of existing playground equipment from the Coolidge School PTO at a cost of \$58,970.
8. To approve the 2018-2019 Wyckoff School District Purchasing Manual.
9. To approve the funding for Chapter 192/193 services for the 2018-2019 school year as follows:

Program	Initial Entitlement
Compensatory Education	95,601
English as a Second Language	2,588
Transportation	15,810
Exam & Class – Initial	30,555
Exam & Class – Annual	14,957
Corrective Speech	23,213
Supplementary Instruction	45,199
Total Award	227,923

B. OPERATIONS AND MANAGEMENT

Motion to approve the following Operations and Management Resolutions:

1. To approve the following change orders from Berlew Mechanical, Inc. for Contract #3311, HVAC Upgrades at Lincoln Elementary School:

1	9/4/2018	Re-routing of condensate drain and pumping system	\$24,058.25
2	9/4/2018	Credit to the district for the remaining unused allowance	(\$30,941.75)

The original Contract Sum was \$698,100 which included an allowance of \$55,000. The Contract Sum will be decreased by \$30,941.75. The new Contract Sum is \$667,158.25.

C. PERSONNEL

Motion to approve the following Personnel Resolutions:

The Superintendent's recommendation in regard to personnel matters:

1. To accept, with regret, the resignation of *Sarah Darian*, Kindergarten Aide, Washington School, effective August 23, 2018.
2. To accept, with regret, the resignation of *Marianne Krupa*, Grade 1 Teacher, Sicomac School, effective December 31, 2018.
3. To approve the appointment of *Marion Rausch*, Grade 2 Teacher, Washington School, M.A. Step 14, \$79,572 with an effective date of August 28, 2018 through June 30, 2019, pending verification of all required documentation.
4. To approve the appointment of *Sara Chabora*, Special Education Aide, Lincoln School, 6.75 hours per day, with an annual salary of \$25,216 pro-rated, effective September 5, 2018 through June 30, 2019, pending verification of all required documentation.
5. To rescind the appointment of *Mary Ann Picardi*, Playground Aide, Coolidge School, effective September 1, 2018.
6. To approve the appointment of *Elizabeth Groat*, Playground Aide, Coolidge School, 10 hours per week, \$14.50 per hour, with an effective date pending verification of all required documentation through June 30, 2019.
7. To approve the parental leave request of Staff Member #4803 with an approximate effective date of January 14, 2019 through an approximate end date of May 31, 2019.
8. To approve two additional working days during the month of August 2018 for *Stacey Linzenbold* to be paid at her per diem rate.
9. To approve 10 additional hours each at the summer curriculum rate for *Danielle Rowland*, *Dan Dodd*, and *Kevin Reilly* to work on Health Curriculum.
10. To approve 10 additional hours at her hourly rate for *Karren Baldessare* to provide Parent Training ABA Services for Students #102624 and #101228.

11. To approve the Field Placements and Student Teacher Assignments for the 2018-2019 school year as per attached.

D. INSTRUCTION AND PROGRAM

Motion to approve the following Instruction and Program Resolutions:

1. To approve the costs associated with the out-of-district placements as per attached.
2. To approve the submission of the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2018-2019 school year.

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,
2. 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 attached.
3. To approve the reading/adoption of the attached Wyckoff Township Board of Education Policies and Regulations.
4. To approve the revised 2018 Board of Education Meeting Calendar as per attached.
5. **WHEREAS**, Richard Zachary DeCurtis began as a Tiger Cub in Pack 110, progressed through the ranks of Wolf, Bear, and Webelo, earned his Arrow of Light Award, bridged to Troop 89 where he held many positions including Assistant Patrol Leader, Troop Scribe, Webmaster and Guide, Assistant Senior Patrol Leader; and

WHEREAS, Richard Zachary DeCurtis's Eagle Project was held at Abraham Lincoln Elementary School in Wyckoff where he created an organic peace garden to help the students learn about wellness and sustainability; and

WHEREAS, Richard Zachary DeCurtis served with distinction; and

WHEREAS, Richard Zachary DeCurtis has demonstrated being trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean and reverent; now

THEREFORE, BE IT RESOLVED, that the members of the Wyckoff Board of Education express their appreciation in recognition of his high standards of performance to Richard Zachary DeCurtis for his attainment of the Eagle Scout Award; and

BE IT FURTHER RESOLVED, that the Wyckoff Board of Education present Richard Zachary DeCurtis with a framed copy of this resolution as an expression of its appreciation; and

BE IT FURTHER RESOLVED, that a copy of the resolution be recorded in the minutes of this meeting.

Roll Call Vote –

Della Pietra –YES Farcy –YES Martone – YES Murtha – YES

Nico – YES McHugh – YES Francin – YES

VIII. COMMUNICATION FROM PUBLIC

A member of the community commended the Board for putting together a Strategic Planning Committee which involves community members. He suggested that a similar Committee should be developed with administration, staff, and parents to help in the selection of the new Superintendent.

IX. NEW BUSINESS ITEMS

The Board reviewed the draft of the 2019 Board Meeting Calendar and the 2018-2019 Board and District Goals.

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. October 15, 2018 –

Work Session @6:30 pm

Regular Business Meeting @7:00 pm

Anticipated Agenda Items

- a. PARCC Testing Presentation

The Board took a recess at 7:45 PM and entered into a Private Executive Session to discuss The Superintendent Search process.

XI. ADJOURNMENT

At 8:15 PM the Board returned to the Regular Business Meeting and the meeting was adjourned.



Patricia A. Salvati

Business Administrator/Board Secretary