

Minutes of the Regular Business Meeting of the Board of Education of the Township of Wyckoff, County of Bergen, New Jersey, held on Monday, December 10, 2018 at 7:00 PM, at the Eisenhower Middle School, 344 Calvin Court, 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.

A. Recognition of Visitors: There were 48 staff members and community members present. Dr. Kuder introduced Dr. Jeffrey Feifer as Interim Superintendent.

B. Eagle Scout, John Cannizzo led the flag salute.

C. Eagle Scout Recognition

Dr. Kuder congratulated John Cannizzo on achieving the rank of Eagle Scout and spoke about his project of cleaning up the pathways at the Zabriskie House.

D. Boys Soccer Team Championship Proclamation

Dr. Kuder congratulated the Boys Soccer Team on their championship season and recognized them for their dedication and discipline.

E. Retirement Proclamations

Mr. Francin recognized Mr. Fred Farcy for his 3 ½ years as a dedicated Board member. He stated that Mr. Farcy served on the Policy, Finance and Facilities Committees.

Mr. Francin thanked Mr. Farcy for his service and presented him with a framed resolution.

Mr. Farcy thanked everyone for the wonderful work and stated that it was an honor to serve on the Board.

Mr. Francin thanked Dr. Kuder for his dedication, hard work and passion for the past 18 years in the district. He spoke about Dr. Kuder's experiences as Principal of Eisenhower Middle School. He also spoke about Dr. Kuder's accomplishments as Superintendent, where

he worked to grow the program and inspire the staff. Mr. Francin stated that the district's K-8 programs are nationally recognized because of Dr. Kuder's vision.

On behalf of the Wyckoff Board of Education, Mr. Francin wished Dr. Kuder much happiness and success and presented him with a framed resolution and a clock.

## 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.

A Sicomac School teacher asked about the electrical upgrades at Sicomac and Mr. Farcy gave her an explanation.

## III. BOARD PRESIDENT'S REPORT

No report.

## IV. SUPERINTENDENT'S REPORT

Dr. Kuder spoke about the various holiday concerts that he attended in the schools.

Dr. Kuder reported that a security team from the NJDOE visited Coolidge and Eisenhower Schools and ran through several drills. Their recommendations are being reviewed.

Dr. Kuder spoke about his years and experience in the district. He stated that it has been a privilege to work in the district for almost 18 years. He thanked the Board, staff, and administrators for the trailblazing work done together and thanked his Assistant, Ms. Barkauskas for her support and friendship over the last 8 years.

Dr. Kuder reported that enrollment as of November 30, 2018 was 1,921 students which represents a decrease of one student since the previous month.

He also reported that there were 2 suspensions at Eisenhower Middle School since the previous Board Meeting.

## V. BUSINESS ADMINSTRATOR'S REPORT

Ms. Salvati spoke about her time working with Dr. Kuder and thanked him for his support and leadership.

## VI. ACTION ITEMS

Motion by Frederic Farcy seconded by Chris Della Pietra to approve the following agenda items:

## A. FISCAL MANAGEMENT

## 1. Minutes as follows:

- a. November 5, 2018 – Work Session
- b. November 5, 2018 – Regular Business Meeting
- c. November 5, 2018 – Private Executive Meeting

## 2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
11/15/18	Payroll - Net Pay	Wire Transfer	686,402.60
11/15/18	Payroll - Agency	Wire Transfer	475,779.56
11/15/18	Payroll - FICA	Wire Transfer	80,381.13
11/30/18	Payroll - Net Pay	Wire Transfer	631,847.57
11/30/18	Payroll - Agency	Wire Transfer	464,687.50
11/30/18	Payroll - FICA	Wire Transfer	74,833.43
11/19/18	Bills List	23786-23887	345,295.90
11/26/18	Bills List	23888-23889	2,604.09
12/10/18	Bills List	23890-24007	499,603.21
12/15/18	Health Benefits	Wire Transfer	423,531.58

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 October 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 October 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 authorize the Superintendent to submit an amendment to the Individuals with Disabilities Education Act (IDEA) Application for the 2019 Fiscal Year to include the 2018 Fiscal Year carryover funds of \$1,619 from IDEA Preschool and \$33,258 from IDEA Basic.

**B. OPERATIONS AND MANAGEMENT**

1. To approve the Statement of Assurance for Health and Safety Evaluation of School Buildings Checklist for the 2018-2019 school year.
2. To accept the Proposal for Professional Services received from Dicara/Rubino Architects for electrical upgrades at Sicomac Elementary School at a cost of \$39,000 plus reimbursable expenses.
3. **WHEREAS**, The Board of Education of Wyckoff in the County of Bergen, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:

**ELECTRICAL UPGRADE AT SICOMAC ELEMENTARY SCHOOL**

**WHEREAS**, the Board now seeks to take the initial steps in order to proceed with the Project:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF WYCKOFF IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY**, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated "Other Capital" and the Board is not seeking state funding.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 4. This resolution shall take effect immediately.

**C. PERSONNEL**

The Superintendent's recommendation in regard to personnel matters:

1. To accept, with regret, the resignation of *Kelly Maver*, Leave Replacement Kindergarten Teacher, Lincoln School, effective January 13, 2019.
2. To accept, with regret, the resignation of *Michelle Malcolm*, Special Education Aide, Washington School, effective January 15, 2019.
3. To approve the notification to Staff Member #5532 of the sixty calendar day termination notice of her contract with an effective end date of December 31, 2018.
4. To approve the appointment of *Kimberle Medicott*, Special Education Aide, Sicomac School, Step 1, 6.75 hours per day, at an annual salary of \$25,216 pro-rated, effective date pending verification of all required documentation through June 30, 2019.
5. To approve the reappointment of *Patricia Landel*, Secretary to the Director of Curriculum and Instruction, from (.8) to full time, Step 1, Tier III of the Secretarial Guide, \$52,995 pro-rated, with an effective date of January 2, 2019 through June 30, 2019.
6. To approve the reappointment of *Mara Bunting* from Kindergarten Aide, Washington School, to Special Education Aide, Washington School, Step 1, 6.75 hours per day, with an annual salary of \$25,216 pro-rated, effective January 16, 2019 through June 30, 2019.
7. To approve the appointment of *Tina Rowe*, Kindergarten Aide, Washington School, Step 1, 5.34 hours per day, with an annual salary of \$20,152 pro-rated, effective January 16, 2019 through June 30, 2019, pending verification of all required documentation.
8. To approve the Parental Leave Request of Staff Member #4613 with an approximate effective date of April 25, 2019 through an approximate end date of June 30, 2020.
9. To approve the Parental Leave Request of Staff Member #5403 with an approximate effective date of February 11, 2019 through an approximate end date of April 26, 2019.
10. To approve the extension of the Parental Leave Request of Staff Member #4799 from March 4, 2019 to June 30, 2019.
11. To approve the Medical Leave Request under FMLA for Staff Member #5196 with an approximate effective date of February 7, 2019 through an approximate end date of March 24, 2019.
12. To approve up to twenty hours, to be paid at his hourly rate, for *Thomas DeLoughry* to work with the administration to produce the District Newsletter, *Wyckoff Schools Today*, for the 2018-2019 school year.
13. To appoint Sheila McLean as a School Safety Specialist per N.J.A.C. 6A:9-2.1 effective January 2, 2019 for the remainder of the 2018-2019 school year.

14. To appoint *Krystal Knyfd*, replacing *Todd Urban*, as the Assistant Musical Director for Spring 2019.
15. To appoint *Jennifer Ingle* as Team Leader replacing *Tara DiScala* effective February 1, 2019.
16. To approve the Consultant Agreement between the Wyckoff Board of Education and Dr. Richard Kuder at an hourly rate of \$81.00, not to exceed 74 hours for consultation services as needed between January 1, 2019 and June 30, 2019.
17. To approve the revised Substitute List for the 2018-2019 school year.
18. To approve the Home Instruction List for the 2018-2019 school year.
19. To approve the revised Field Placements and Student Teacher Assignments List for the 2018-2019 school year.

D. INSTRUCTION AND PROGRAM

1. To approve the costs associated with the out-of-district placements.
2. To approve William Jackson to provide two additional days of consultant services at a cost of \$1,500 per day for the 2018-2019 school year.
3. To approve Vicki Vinton to provide consultant services not to exceed five additional days at a cost of \$1,775 per day for the 2018-2019 school year.

E. GOVERNANCE

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 attached.
2. To approve the reading/adoption of the attached Wyckoff Township Board of Education Policies and Regulations.

NONE

3. WHEREAS Richard D. Kuder, Ed.D., has dedicated himself to the Wyckoff Township Public Schools for a total of 17+ years first as Principal of Dwight D. Eisenhower Middle School and then as Superintendent of Schools, displaying his selfless commitment to the District in order to provide an exciting and engaging educational opportunity for all children of Wyckoff Township; and

**WHEREAS**, the Wyckoff Township Board of Education together with its citizens, wishes to acknowledge the exemplary dedication, integrity and visionary leadership that Richard D. Kuder, Ed.D., has provided our District;

**NOW, THEREFORE, BE IT RESOLVED** that the Wyckoff Township Board of Education does hereby extend its appreciation and gratitude to Richard D. Kuder, Ed.D., in recognition of his exemplary service to our District; and

**BE IT FURTHER RESOLVED**, that the Wyckoff Township Board of Education present Richard D. Kuder, Ed.D., with a copy of this resolution as an expression of its appreciation; and

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

4. **WHEREAS**, for the period 2015 through 2018 Frederic Farcy served as a member of the Wyckoff Board of Education, and

**WHEREAS**, Frederic Farcy served as a member of the Policy/Legislation and Finance Committees for three and one half years, and served as chair of the Facilities Committee for three years and the Policy/Legislation Committee for ten months; and

**WHEREAS**, Frederic Farcy served the children and the community of Wyckoff with distinction and dedication; now

**THEREFORE, BE IT RESOLVED**, that the members of the Wyckoff Board of Education express their heartfelt thanks to Frederic Farcy for his three and one half years of dedicated service; and

**BE IT FURTHER RESOLVED**, that the Wyckoff Board of Education present Frederic Farcy with a plaque 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.

5. **WHEREAS**, John Cannizzo was a student in the Wyckoff School District; and

**WHEREAS**, John Cannizzo 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 troop leadership positions including Den Chief, Instructor, Assistant Patrol Leader, and Patrol Leader; and

**WHEREAS**, John Cannizzo's Eagle Project was held at the Zabriskie House in Wyckoff, where he led his fellow Scouts from Troop 89 in working together to restore and renew the gravel walking paths and brick lining; and

**WHEREAS**, John Cannizzo served with distinction; and

**WHEREAS**, John Cannizzo 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 John Cannizzo for his attainment of the Eagle Scout Award; and

**BE IT FURTHER RESOLVED**, that the Wyckoff Board of Education present John Cannizzo 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.

6. To approve the Transportation Agreement between the Wyckoff Board of Education and the parents of a student whose name is on file in the Superintendent's Office. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Transportation Agreement, and any other documents necessary to effectuate the settlement.
7. To affirm the Superintendent's recommendation regarding HIB Case #2018-501.

Roll Call Vote –

Della Pietra —YES    Farcy —YES    Martone — YES    Murtha — YES

Nico — YES    McHugh — YES    Francin — YES

**VII. COMMUNICATION FROM PUBLIC**

There was no communication from the public.

**VIII. NEW BUSINESS ITEMS**

There were none.

**IX. 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. January 7, 2019  
Reorganization Meeting @7:00 pm
2. January 14, 2019  
Work Session @6:30 pm  
Regular Business Meeting @7:00 pm



*Anticipated Agenda Items:*

- a. Summer Academies Presentation
- b. Annual Board Member Ethics Training

The Board took a recess at 7:30 PM and entered into a Private Executive Session to discuss H.I.B. Case # 2018-502.

X. ADJOURNMENT

At 7:50 PM the Board returned to the Regular Business Meeting and the meeting was adjourned.



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Patricia A. Salvati  
Business Administrator/Board Secretary