



WYCKOFF SCHOOL DISTRICT
241 MORSE AVENUE
WYCKOFF, NEW JERSEY 07481

WWW.WYCKOFFPS.ORG

March 16, 2017

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, March 20, 2017, 7:00 P.M., at the Eisenhower Middle School, 344 Calvin Court, Wyckoff, NJ 07481.

Patricia Salvati, C.P.A.
Board Secretary

**AGENDA FOR REGULAR BUSINESS MEETING
March 20, 2017**

FORMAL ACTION WILL BE TAKEN AT THIS MEETING

- I. Call meeting to order at 7:00 P.M. 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."

Recognition of visitors

Flag salute

Proclamations/Presentations

1. 2016-2017 Eisenhower Middle School Girls' Basketball Team
2. 3/2 Kindergarten Analysis for 2017-2018
3. Preliminary 2017-2018 School Budget

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. SUPERINTENDENT'S REPORT

- A. Reports and Information from Superintendent and Staff
 - 1. Superintendent's Report
 - 2. Enrollment
 - 3. HIB/Suspensions

V. BUSINESS ADMINISTRATOR'S REPORT

VI. ACTION ITEMS

A. FISCAL MANAGEMENT

Motion to approve the following Fiscal Management Resolutions:

- 1. Minutes as follows:
 - a. February 13, 2017 – Work Session
 - b. February 13, 2017 – Regular Business Meeting
 - c. February 13, 2017 – Private Executive Meeting

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2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
02/28/17	Payroll - Net Pay	Wire Transfer	602,454.58
02/28/17	Payroll - Agency	Wire Transfer	459,885.95
02/28/17	Payroll - FICA	Wire Transfer	76,982.92
02/28/17	Payroll - DCPR	Wire Transfer	256.90
03/15/17	Payroll - Net Pay	Wire Transfer	645,166.36
03/15/17	Payroll - Agency	Wire Transfer	468,530.07
03/15/17	Payroll - FICA	Wire Transfer	80,911.64
03/15/17	Payroll - DCPR	Wire Transfer	128.45
02/27/17	Bills List	19880 - 20007	313,449.28
03/20/17	Bills List	20008 - 20125	770,124.98
03/21/17	Health Benefits	Wire Transfer	396,996.52
03/15/17	Debt Repayment	Wire Transfer	259,812.50

3. **BE IT RESOLVED** that the Board of Education acknowledges and accepts the certification from the Board Secretary that as of months ending January 31, 2017 and February 28, 2017, 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.
4. **BE IT FURTHER RESOLVED** that the Wyckoff Board of Education acknowledges that it receives and accepts the reports of the School Business Administrator/Board Secretary for the months ending January 31, 2017 and February 28, 2017 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.
5. **BE IT RESOLVED** to approve the budgetary transfers as per attached.

6. To approve the acceptance of gifts as per attached.
7. To approve the funding of Chapter 192/193 services for the 2016-2017 school year as follows:

Program	Initial Entitlement	Prior Funding Approved	Additional Funding This Request	Total Entitlement to Date
Compensatory Education	96,746	6181		102,927
English as a Second Language	2,741	2,741		5,482
Transportation	15,300			15,300
Exam & Class – Initial	28,977			28,977
Exam & Class – Annual	11,191			11,191
Corrective Speech	21,204	4,948		26,152
Supplementary Instruction	32,957	11,614	3,139	47,710
Total Award	209,116	25,484	3,139	237,739

8. **BE IT RESOLVED** to tentatively adopt the 2017-2018 School District Budget for submission to the Executive Bergen County Superintendent of Schools as follows:

	Budget	Local Tax Levy
General Fund	\$40,090,265	\$36,853,242
Special Revenue Fund	783,723	- 0 -
Debt Service Fund	<u>1,631,894</u>	<u>1,631,894</u>
Total Base Budget	<u>\$ 42,505,882</u>	<u>\$ 38,485,136</u>

Included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, in the amount of \$1,340,000 is \$520,000 for the installation of air conditioning in Washington School; \$585,000 for HVAC upgrades at Coolidge School; and \$235,000 for telephone and security upgrades in all district buildings. The total cost of these projects is \$1,340,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey student learning standards.

9. To approve the establishment of a maximum travel expenditure of \$150,000 for the 2017-2018 budget year and to acknowledge that the maximum travel expenditure established for the 2016-2017 budget year was \$150,000 and that \$63,959 has been spent to date.

10. **WHEREAS**, the Board is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the Wyckoff Board of Education, as follows:

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Wyckoff Board of Education

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) A list of the surplus property to be sold is as follows: computers, printers, RAM, monitors, televisions, student desks, tables, student chairs, piano, desks, laminator, kiln and any other non-useable equipment in storage.

(5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder

required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The Board reserves the right to accept or reject any bid submitted.

Moved by _____ Seconded by _____

Roll Call:

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

B. OPERATIONS AND MANAGEMENT

Motion to approve the following Operations and Management Resolutions:

1. **WHEREAS**, Wyckoff Board of Education in County of Bergen, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:

PHONE AND SECURITY UPGRADES AT ALL DISTRICT SCHOOLS

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

NOW THEREFORE, BE IT RESOLVED by the Wyckoff Board of Education in the County of Bergen, State of New Jersey, as follows:

Section 1. The Board hereby authorizes the amendment to its Long-Rang Facilities Plan in order to reflect the proposed Project.

Section 2. This resolution shall take effect immediately.

2. **BE IT RESOLVED** that the Wyckoff Board of Education does hereby approve an agreement with the Region I/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2017/2018 school year. The services to be provided include, but are not limited to, the coordinated transportation of public, nonpublic and special education students.

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BE IT FURTHER RESOLVED, that the Wyckoff Board of Education agrees to abide by the Transportation Services Agreement as published by the Region I/Mahwah Board of Education and attached to this resolution.

3. **WHEREAS**, the Wyckoff School District is desirous of extending its food service relationship with Pomptonian, Inc., its current Food Service Management Company (“FSMC”), now,

THEREFORE, BE IT RESOLVED, to renew the Pomptonian, Inc. Food Service Management contract for the 2017-2018 school year, and

BE IT FURTHER RESOLVED, that the Wyckoff Board of Education acknowledges that the addendum contains the following language:

The Food Service Management Company shall receive, in addition to the costs of operation, an administrative/management fee of \$.0715 per meal equivalent to compensate the Food Service Management Company for administrative and management costs. This fee shall be billed monthly as a cost of operation. The Local Education Agency guarantees the payment of such costs and fee to the Food Service Management Company. Cash receipts shall be divided by \$1.00 to arrive at an equivalent meal count.

The FSMC guarantees the LEA a minimum profit of fifty thousand dollars (\$50,000.00) for school year 2017-2018.

This guarantee is contingent upon the guarantee requirements as stated in the renewal contract.

4. To approve the Eisenhower Middle School 2017-2018 Cafeteria Price List as per attached.

Moved by _____ Seconded by _____

Roll Call:

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

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 for retirement purposes of *Linda Otway*, Accounts Payable Secretary, effective May 31, 2017.
2. To accept, with regret, the resignation of *Kristina Leckie*, Resource Room Teacher, Washington School, effective June 30, 2017.
3. To approve the appointment of *Barbara Pepe* as the 2017 Summer School Director at a salary of \$10,400 as per attached schedule.
4. To approve the medical leave under FMLA for Staff Member #4992 effective February 17, 2017 through an approximate end date of April 3, 2017.
5. To approve the medical leave under FMLA for Staff Member #5158 effective May 4, 2017 through an approximate end date of June 26, 2017.
6. To approve the parental leave request under FMLA for Staff Member #4344 with an approximate effective date of May 23, 2017 through an approximate end date of December 18, 2017.
7. To approve the parental leave request under FMLA for Staff Member #4843 with an approximate effective date of September 1, 2017 through an approximate end date of June 30, 2018.
8. To approve the personal leave request under FMLA for Staff Member #4485 with an effective date of September 1, 2017 through June 30, 2018.
9. To approve *Jennifer Streaser* and *Marc DeBlock* as the 2017 Spring Track Coaches.
10. To approve an additional twenty (20) hours for *Nicole Sottiriou*, teacher leader role, PD Coordinator, to be paid at her hourly rate for the 2016-2017 school year.

11. To approve an additional ten (10) hours for *Colleen McCurry* for her work on the Wellness Committee to be paid at the 2016 Summer Curriculum rate.
12. To approve the additional Substitutes for the 2016-2017 school year as per attached.
13. To approve the additional Field Placements and Student Teacher Assignments for the 2016-2017 school year as per attached.

Moved by _____ Seconded by _____

Roll Call:

Della Pietra ____ Farcy ____ Francin ____ Martone ____
McHugh ____ Murtha ____ Nico ____

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.

NONE

2. To approve the Eisenhower Middle School Spring Sports Schedules for Baseball, Softball and Track, as per attached.

Moved by _____ Seconded by _____

Roll Call:

Della Pietra ____ Farcy ____ Francin ____ Martone ____
McHugh ____ Murtha ____ Nico ____

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,

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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.
3. To affirm the Superintendent's recommendation regarding HIB Cases #2016-401 and #2016-502.

Moved by _____ Seconded by _____

Roll Call:

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

VII. COMMUNICATION FROM PUBLIC

VIII. NEW BUSINESS ITEMS

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:

- a. April 17, 2017
Work Session @6:30 pm
Regular Business Meeting @ 7:00 pm
Anticipated Agenda Items:
 1. 2017-2018 School Budget Presentation

X. ADJOURNMENT