

**WYCKOFF BOARD OF EDUCATION
WYCKOFF, NEW JERSEY**

July 14, 2016

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, July 18, 2016, 7:00 P.M., at the Wyckoff Board of Education Office, 241 Morse Avenue, Wyckoff, NJ 07481.

Alan C. Reiffe, CPA
Board Secretary

**AGENDA FOR REGULAR BUSINESS MEETING
July 18, 2016**

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

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

V. BUSINESS ADMINISTRATOR'S REPORT

VI. ACTION ITEMS

A. FISCAL MANAGEMENT

Motion to approve the following Fiscal Management Resolutions:

1. Minutes as follows:
 - a. June 6, 2016 – Work Session
 - b. June 6, 2016 – Regular Business Meeting
 - c. June 6, 2016 – Private Executive Meeting
 - d. June 13, 2016 – Regular Business Meeting
2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
06/30/16	Payroll - Net Pay	Wire Transfer	702,732.28
06/30/16	Payroll - Agency	Wire Transfer	467,871.35
06/30/16	Payroll - FICA	Wire Transfer	86,971.94
07/14/16	Payroll - Net Pay	Wire Transfer	34,828.08
07/14/16	Payroll - Agency	Wire Transfer	6,138.75
07/14/16	Payroll - FICA	Wire Transfer	3,133.96
07/15/16	Payroll - Net Pay	Wire Transfer	65,529.82
07/15/16	Payroll - Agency	Wire Transfer	50,707.90
07/15/16	Payroll - FICA	Wire Transfer	8,441.62
06/28/16	Bills List	18451-18625	581,001.82
06/29/16	Bills List	18626-18634	23,057.45
07/18/16	Bills List	18635-18665	591,129.99
07/19/16	Health Benefits	Wire Transfer	384,696.84

3. **BE IT RESOLVED** that the Board of Education acknowledges and accepts the certification from the Board Secretary that as of month ending June 30, 2016, 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 report of the School Business Administrator/Board Secretary for the month ending June 30, 2016 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.
5. **BE IT RESOLVED** to approve the budgetary transfers as per attached.
6. To approve the acceptance of gifts as per attached.
7. To accept the Demographic Study Addendum to the May 4, 2016 Demographic Study for the Ramapo-Indian Hills Regional High School District prepared by Whitehall Associates, Inc., for the Wyckoff School District.
8. To approve the purchase of 800 Acer Chromebooks, together with 800 Google EDU Management Console licenses and warranties from CDW-G, through the ESCNJ State approved cooperative, at a cost of \$270,400.
9. To approve the financing of 800 Acer Chromebooks by means of a three-year lease-purchase financing arrangement with American Capital at an annual cost of \$93,225.82 with a \$1 buyout option at the conclusion of the lease term.
10. To authorize the School Business Administrator to sign the Management Services Agreement with Frontline Technologies Group, LLC for the period July 1, 2016 to June 30, 2017 at a cost of \$24,867.17.
11. To authorize the Business Administrator to purchase a Master Services Agreement with Search Soft/People Admin for the ASP McREL Principal Evaluation Balance Leadership system for a twelve month period starting at the date of execution at a cost of \$1,600.
12. To authorize the sale of used Macbook Airs to staff at the beginning of the 2016 - 2017 school year at a cost of approximately \$265 per Macbook Air.

The devices will be sold, as is, with no guarantee, warranty or support service.

13. To authorize the Business Administrator to retain Carmagnola & Ritardi, LLC to represent the Wyckoff Board of Education in certain legal matters at an hourly rate of \$175 for all Partners, Counsel and Associates, as per attached.

Moved by _____ Seconded by _____

Roll Call:

Della Pietra _____ Farcy _____ Francin _____ Mamola _____
Martone _____ Nico _____ Taneja _____

B. OPERATIONS AND MANAGEMENT

Motion to approve the following Operations and Management Resolutions:

1. To approve the following Washington School HVAC change order in the total amount of \$5,250 resulting in an adjusted contract sum of \$807,850.

1	7/13/2016	Additional steel supports on the first floor AC units	\$ 5,250
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Moved by _____ Seconded by _____

Roll Call:

Della Pietra _____ Farcy _____ Francin _____ Mamola _____
Martone _____ Nico _____ Taneja _____

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 *Alan Reiffe*, School Business Administrator/Board Secretary, effective January 31, 2017.
2. To accept, with regret, the resignation of *Jenna Kinkead*, LLD1 Teacher, Sicomac School, effective June 30, 2016.

3. To accept, with regret, the resignation of *Kara McGovern*, Leave Replacement Grade 3 Teacher, Washington School, effective June 30, 2016.
4. To accept, with regret, the resignation of *Haley Butterfass*, Kindergarten Aide, Washington School, effective June 30, 2016.
5. To accept, with regret, the resignation of *Allie Van Hooker*, Kindergarten Aide, Washington School, effective June 30, 2016.
6. To accept, with regret, the resignation of *Boussaima Elmarsafy*, Playground Aide, Lincoln School, effective June 30, 2016.
7. To accept, with regret, the resignation of *Yanira Pacas*, Playground Aide, Washington School, effective June 30, 2016.
8. To approve the appointment of *Drew Hoffman*, Resource Room Teacher, Washington School, MA, Step 1, \$56,331, with an effective start date of September 1, 2016 through June 30, 2017.
9. To approve the appointment of *Gina Piazza*, Grade 5 Teacher, Washington School, M.A. Step 3, \$56,831 effective September 1, 2016 through June 30, 2017.
10. To approve the appointment of *Erica Ward*, District School Counselor, M.A. Step 3, \$56,831 effective September 1, 2016 through June 30, 2017.
11. To approve the appointment of *Alana Balestra*, Self-Contained Special Education Classroom Teacher, Sicomac School, B.A. Step 3, \$51,831 effective September 1, 2016 through June 30, 2017.
12. To approve the appointment of *John Altieri*, Instructional Coach, Sicomac School, M.A. Step 14, \$78,331 with an approximate start date of September 1, 2016 through June 30, 2017.
13. To approve the appointment of *Beth Lindner-Bickerstaffe*, Leave Replacement Grade 3 Teacher, Washington School, BA, Step 1, \$51,331 effective date September 1, 2016 through June 30, 2017.
14. To approve the transfer of *Carly Van Der Wende* from Grade 5 Teacher, Washington School to Language Arts Teacher, Eisenhower Middle School, effective September 1, 2016.

15. To approve the transfer of *Christin Racioppi* from Resource Room Teacher, Washington School, to Resource Room Teacher, Lincoln School, effective September 1, 2016.
16. To approve the appointment of *Julie Dornon*, Leave Replacement Art Teacher, Eisenhower Middle School, B.A. Step 1, \$51,331 pro-rated, with an effective start date of September 1, 2016 through an approximate end date of September 30, 2016.
17. To approve the appointment of *Pamela Arteaga*, Playground Aide, Sicomac School, \$12.50 per hour, 10 hours per week, effective September 1, 2016 through June 30, 2017.
18. To approve the appointment of *Eileen Breslin*, Playground Aide, Coolidge School, \$12.50 per hour, 10 hours per week, effective September 1, 2016 through June 30, 2017.
19. To approve the appointment of *Allie Van Hooker*, Leave Replacement Kindergarten Teacher, Lincoln School, B.A. Step 1, \$51,331 pro-rated, with an effective date of September 1, 2016 through an approximate end date of December 12, 2016.
20. To approve the parental leave of absence for Staff member #4537 with an approximate effective date of November 21, 2016 through an approximate end date of May 1, 2017.
21. To amend resolution VI.C Personnel of the June 13, 2016 Regular Business Meeting to read as follows:
To approve the appointment of *Glenn Michael Madden* as Part Time Maintenance Staff, at an hourly rate of \$20.00, five hours per day, effective July 1, 2016 through June 30, 2017.
22. To approve *Kimberly Simon* as the Advisory Chair for summer hours with a total not to exceed 15 hours, replacing Colleen McCurry who was previously approved for this position.
23. To approve the additional ten hours at her hourly rate for *Linda Moor*, Grade 1 Teacher, Sicomac School, to coordinate the Fairleigh Dickinson University Orton Program for the fall semester of the 2016-2017 school year, as per attached.
24. To approve the change in hours for *Melissa Cadicina*, Special Education Aide, from 26 hours per week to 33.75 hours per week for the 2016-2017 school year.

25. To approve the change in hours for *Lisa Steimel*, Special Education Aide, from 28.75 per week to 33.75 hours per week.
26. To approve the additional hours at her hourly rate, not to exceed 20 hours, for *Karren Baldassare* to provide training to the parents of Student #100020 during the remaining weeks of the 2016 summer.
27. To approve the appointment of *Grace White* as the District Affirmative Action Officer effective July 1, 2016.
28. To approve the appointment of *Anne Mapes* as the District Child Protection and Permanency (CP&P) Liaison for the 2016-2017 school year.
29. To approve the additional 2016 Summer Hours as per attached.
30. To approve the 2016-2017 Part Time Hourly Employee Rates as per attached.
31. To approve the employment contract of *Alan C. Reiffe*, School Business Administrator/Board Secretary at an annual salary of \$193,678 for the period of July 1, 2016 through June 30, 2017, approved by the Interim Executive County Superintendent of Schools in accordance with N.J.A.C. 6A:23A-3.1, as per attached.

Moved by _____ Seconded by _____

Roll Call:

Della Pietra ____ Farcy ____ Francin ____ Mamola ____
Martone ____ Nico ____ Taneja ____

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 contract with Bayada Home Health Care, Inc. to provide professional nursing services at a rate of \$50.00 per hour, as needed, for the 2016-2017 school year as per attached agreement.

3. To approve *Marcia Westerveld* of Greinar West to provide physical therapy services for an additional out of district student at a rate of \$87.00 per session for three sessions, with a total cost not to exceed \$261.00.
4. To approve the hiring of BC Baldwin & Associates, LLC for the purpose of providing 18 days of Professional Development and a consultation with recommendations for the 2016-2017 school year at a total cost of \$30,000, as per attached.
5. **BE IT RESOLVED** that the Wyckoff Board of Education approves this shared services agreement including, but not limited to CST evaluations at the rate of \$320 per evaluation, hourly student therapies and other student support services at the rate of \$70.00 per hour, non public school services and other services as requested to be provided by Region V consultants on as needed basis for the 2016-2017 school year as per attached.
6. To approve, in accordance with AchieveNJ, the Mid-Continent Research for Education and Learning (McREL) Balanced Leadership: Principal Evaluation System as the approved Principal Practice Evaluation Instrument and the Mid-Continent Research for Education and Learning (McREL) Teacher Evaluation Standards as the approved Teacher Practice Evaluation Instrument for the 2016-2017 school year.
7. **BE IT RESOLVED** by the Wyckoff Board of Education (hereinafter referred to as The "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the parents of a student whose name is on file in the Superintendent's office, which is annexed to this Resolution, are hereby adopted and approved by the Board.

The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

Moved by _____ Seconded by _____

Roll Call:

Della Pietra ____ Farcy ____ Francin ____ Mamola ____
Martone ____ Nico ____ Taneja ____

E. GOVERNANCE

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

1. To approve in accordance with Board Policies #0147, #3440 and #4440, 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.
3. To affirm the Superintendent's recommendation regarding the HIB Case File #2015-505.
4. To approve the submission of the attached Security Drill Statement of Assurance for the 2015-2016 school year to the County Office, pursuant to 18A:41-1.
5. To approve the Board Meeting schedule as per attached.

Moved by _____ Seconded by _____

Roll Call:

Della Pietra ____ Farcy ____ Francin ____ Mamola ____
Martone ____ Nico ____ Taneja ____

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:

August 29, 2016

Work Session @ 6:30 pm

Regular Business Meeting @ 7:00 pm

Board of Education Office, 241 Morse Avenue, Wyckoff, New Jersey 07481

X. ADJOURNMENT