

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

August 25, 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, August 29, 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
August 29, 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

V. BUSINESS ADMINISTRATOR'S REPORT

VI. COMMITTEE REPORTS

- A. Reports and Information from Committee Chairs
 - 1. Community Outreach – Mr. Mamola
 - 2. Policy/Legislation Committee – Dr. Taneja
 - 3. Education Committee – Mrs. Martone
 - 4. Finance Committee – Mr. Della Pietra
 - 5. Facilities Committee – Mr. Farcy
 - 6. Personnel Committee – Mr. Francin
 - 7. Negotiations Committee – Mr. Della Pietra

VII. ACTION ITEMS

A. FISCAL MANAGEMENT

Motion to approve the following Fiscal Management Resolutions:

- 1. Minutes as follows:
 - a. July 18, 2016 – Work Session
 - b. July 18, 2016 – Regular Business Meeting
 - c. July 18, 2016 – Private Executive Meeting

2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
07/30/16	Payroll - Net Pay	Wire Transfer	65,751.68
07/30/16	Payroll - Agency	Wire Transfer	50,802.78
07/30/16	Payroll - FICA	Wire Transfer	8,467.85
08/15/16	Payroll - Net Pay	Wire Transfer	169,946.41
08/15/16	Payroll - Agency	Wire Transfer	78,216.92
08/15/16	Payroll - FICA	Wire Transfer	18,033.13
08/15/16	Payroll - DCRP	Wire Transfer	10.50
08/30/16	Payroll - Net Pay	Wire Transfer	66,281.99
08/30/16	Payroll - Agency	Wire Transfer	50,114.10
08/30/16	Payroll - FICA	Wire Transfer	7,874.42
07/19/16	Bills List	18666	1,337.44
08/09/16	Bills List	18667-18750	388,167.70
08/29/16	Bills List	18751-18842	VOID
08/29/16	Bills List	18843-18935	576,210.28
08/09/16	Health Benefits	Wire Transfer	378,725.64
09/15/16	Debt Payment	Wire Transfer	54,812.50

3. **BE IT RESOLVED** that the Board of Education acknowledges and accepts the certification from the Board Secretary that as of month ending July 31, 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 July 31, 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 2016-2017 Wyckoff School District Purchasing Manual as per attached.
7. To accept the Extraordinary Aid funding in the amount of \$197,908.00 for the 2015-2016 School Year.

8. To approve the 2016-2017 Annual Contract for Individuals with Disabilities Act (IDEA) for Non-Public Schools in the amount of \$61,836 between Bergen County Special Services and the Wyckoff Board of Education as per attached.
9. To accept the following Non-Public State Aid funding for the 2016-2017 School Year:

Nursing	\$37,367
Technology	\$ 8,715
Textbooks	\$24,151
10. To approve the 2016-2017 Nonpublic School Technology Initiative Program Agreement between Saint Elizabeth School and the Wyckoff Board of Education as per attached.
11. To approve the 2016-2017 Nonpublic School Technology Initiative Program Agreement between Eastern Christian Middle School and the Wyckoff Board of Education as per attached.
12. To approve the 2016-2017 Nonpublic School Nursing Program Agreement between Saint Elizabeth School and the Wyckoff Board of Education as per attached.
13. To approve the 2016-2017 Nonpublic School Nursing Program Agreement between Eastern Christian Middle School and the Wyckoff Board of Education as per attached.
14. To accept the funding under the Individuals with Disabilities Education Act (IDEA) Application for the 2016-2017 School Year as per the attached Notification of Grant Award:

Preschool Program – District	\$23,615
Basic Program – District	\$403,126
Basic Program – Nonpublic	\$61,836
15. **WHEREAS**, the Wyckoff Board of Education has previously approved the purchase of proprietary Apple technology products from the Hunterdon County Educational Services Commission (“HCESC”) cooperative pricing system contract; and

WHEREAS, the Wyckoff School District desires to exchange 18 MacBook Airs that have 128 GB Flash Storage included in quote number 2203085164 for

18 MacBook Airs that have 512 GB Flash Storage included in quote #2203239577 under the HCESC contract; and

WHEREAS, Apple Financial Services is offering a 0% promotional APR over the term of the lease; and

WHEREAS, the Wyckoff School District is desirous of leasing said Apple products over a three-year period with the option to purchase said Apple products for \$1 at the end of the lease term; now,

THEREFORE, BE IT RESOLVED that the Wyckoff Board of Education hereby authorizes the lease-purchase of the products listed in quote number 2203239577; and

BE IT FURTHER RESOLVED that the Wyckoff Board of Education hereby authorizes the School Business Administrator to sign the Lease Modification to effectuate the lease-purchase of the Apple products listed in quote number 2203239577 in exchange for 18 MacBook Airs listed in quote number 2203085164, at an additional cost of \$8,463.01 and with AppleCare Protection Plans included.

16. To approve the Eisenhower Middle School 2016-2017 Cafeteria Price List as per attached.
17. **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: overhead projectors, monitors, televisions, student desks, tables, filing cabinets, student chairs 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.

18. To approve the attached vision and eye care benefits plan, with Vision Service Plan (VSP), for non-affiliated employees at a cost of \$1,800 per annum.
19. **WHEREAS**, the Wyckoff Board of Education (hereinafter referred to as the “Board”) has established a capital reserve account pursuant to N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-31 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

WHEREAS, the Board may use the capital reserve account to implement a capital project in the Wyckoff School District’s Long Range Facility Plan (hereinafter referred to as “LRFP”) as required pursuant to N.J.S.A. 18A:7G-4(a) and N.J.A.C. 6A:26-2; and

WHEREAS, the Board has authorized its Architect of Record, DiCara and Rubino Architect, to amend its LRFP to include the STEM Lab Renovation Project at Dwight D. Eisenhower Middle School (hereinafter referred to as the “STEM Lab Project”) and the capital improvements necessary for the Board to complete the STEM Lab Project; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14.1, the Board may, by resolution, transfer funds from the capital reserve account to the line items in the capital outlay major account/fund to fund the total costs, less any excess costs, of an “other capital project,” which would otherwise be eligible for State support, as determined in accordance with N.J.A.C. 6A:26-3; and

WHEREAS, the STEM Lab Project is an “other capital project” within the scope of the District’s LRFP, which would otherwise be eligible for State support, as determined in accordance with N.J.A.C. 6A:26-3.

WHEREAS, the Board intends to transfer \$10,000 from its capital reserve account to its capital outlay/major account to fund the total costs of the capital improvements necessary for the STEM Lab Project.

NOW, THEREFORE, BE IT RESOLVED that:

The Board of Education hereby authorizes the use of capital reserve to fund the STEM Lab Project.

The Board hereby approves the total transfer of \$10,000 from the capital reserve account to the capital outlay/major account/fund to fund the total costs, less any excess costs, of the STEM Lab Project.

The Board hereby authorizes the Business Administrator/Board Secretary to generate account transfers to effectuate the terms of this Resolution. This Resolution shall take effect immediately.

20. To approve the annual nonresident annual tuition fee of \$17,817 for Students #322422 for the 2016-2017 school year, to be billed on a pro-rated, monthly rate of \$1,781.70 until domicile is established in accordance with Board Policy #5111.
21. To approve the funding of Chapter 192/193 services for the 2016-2017 school year as follows:

Program	Initial Entitlement
Compensatory Education	96,746
English as a Second Language	2,741
Transportation	15,300
Exam & Class – Initial	28,977
Exam & Class – Annual	11,191
Corrective Speech	21,204
Supplementary Instruction	32,957
Total Award	209,116

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. The Wyckoff Board of Education hereby authorizes the School Business Administrator to utilize competitive contracting for the procurement of Custodial and Management Services.
2. To approve the following Eisenhower Middle School STEM Lab change orders in the total amount of \$12,638.97 resulting in an adjusted allowance of \$0 remaining. The total Contract Sum is increased by \$2,199.20 and is now \$392,099.20.

1	8/1/2016	Re-routing of Drain Line Location @ Door # 304	\$5,011.84
2	8/24/2016	Revision of Return and Supply Duct Elevation	\$2,492.25
3	8/24/2016	Change Flooring Back to VET from VCT	\$2,000.00
4	8/24/2016	Repairs and Extension of Ceiling Grid	\$1,431.59
5	8/24/2016	Modification of Door Opening #304 Due to Re-routing of Roof Drain	\$1,703.29

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 of *Jessica Vogt*, Resource Room Teacher, Eisenhower Middle School, effective June 30, 2016.

2. To accept, with regret, the resignation of *Betsy Ertmann*, Special Education Aide, Lincoln School, effective August 1, 2016.
3. To accept, with regret, the resignation of *Susan Hardy*, Playground Aide, Coolidge School, effective August 17, 2016.
4. To accept, with regret, the resignation of *Josephine Soreco*, Kindergarten Aide, Coolidge School, effective August 22, 2016.
5. To accept, with regret, the resignation of *Dianne Samra*, Lunch Aide, Eisenhower Middle School, effective August 22, 2016.
6. To approve the Parental Leave Request of Staff Member #5329 with an approximate start date of October 6, 2016 through an approximate end date of February 2, 2017.
7. To approve the Parental Leave Request of Staff Member #4962 with an approximate start date of November 21, 2016 through an approximate end date of June 30, 2017.
8. To approve the reassignment of *Allie Van Hooker* from Leave Replacement Kindergarten Teacher, Lincoln School to Leave Replacement Grade 3 Teacher, Washington School, effective September 1, 2016 through June 30, 2017.
9. To approve the appointment of *Shanna Anderson*, Instructional Coach, Coolidge School, M.A. Step 6 \$58,331 effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
10. To approve the appointment of *Daniel Pasquale*, Instrumental Music Teacher, Eisenhower Middle School, B.A. Step 1, \$51,331 effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
11. To approve the appointment of *Bronwen Eastwood*, Leave Replacement Music Teacher, Lincoln School, B.A. Step 1, \$51,331 effective September 1, 2016 through June 30, 2017.
12. To approve the appointment of *Elizabeth Brown*, Leave Replacement Grade 5 Teacher, Lincoln School, B.A. Step 1, \$51,331 pro-rated, with an effective start date of September 1, 2016 through an approximate end date of November 1, 2016, pending clearance of required documents.

13. To approve the appointment of *Suzanne Finan*, Leave Replacement Media Specialist, Lincoln School, B.A. Step 1, \$51,331 pro-rated, with an effective start date of September 1, 2016 through an approximate end date of January 31, 2017.
14. To approve the appointment of *Margot Vreeland*, Leave Replacement Kindergarten Teacher, Lincoln School, B.A. Step 1, \$51,331 pro-rated, with a start date of September 1, 2106 through an approximate end date of December 12, 2016.
15. To approve the reassignment of *Beth Lindner-Bickerstaffe* from Leave Replacement Grade 3 Teacher, Washington School, to Grade 5 Teacher, Lincoln School, M.A. Step 9, \$61,331 effective September 1, 2016 through June 30, 2017.
16. To approve the appointment of *Alex Strohl*, 10-Month Secretary to Assistant Principal, Eisenhower Middle School, Step 1, Column II, \$42,448 effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
17. To approve the appointment of *Sarah Wittenberg*, Special Education Aide, Washington School, 33.75 hours per week, \$20.30 per hour, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
18. To approve the appointment of *Alyssa Cioffi*, Special Education Aide, Washington School, 33.75 hours per week, \$20.30 per hour, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
19. To approve the appointment of *Ava Manahan*, Special Education Aide, Washington School, 33.75 hours per week, \$20.30 per hour, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
20. To approve the appointment of *Vicki Kalpagian*, Special Education Aide, Coolidge School, 33.75 hours per week, \$20.30 per hour, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
21. To approve the appointment of *Jonathan Murphy*, Resource Room Teacher, Eisenhower Middle School, B.A. Step 1, \$51,331 effective September 1, 2016 through June 30, 2017, pending clearance of required documents.

22. To approve the appointment of *Jennifer Streater*, Resource Room Teacher, Eisenhower Middle School, M.A. Step 1, \$56,331 effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
23. To approve the appointment of *Lorin Muir*, Resource Room Teacher, Eisenhower Middle School, M.A. Step 2, \$56,831 effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
24. To approve the appointment of *Devon Vanaria*, Kindergarten Aide, Washington School, 26.68 hours per week, \$20.30 per hour, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
25. To approve the appointment of *Rachel Anders*, Special Education Aide, Sicomac School, 33.75 hours per week, \$20.30 per hour, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
26. To approve the appointment of *Kathryn Thoma*, Kindergarten Aide, Washington School, 26.68 hours per week, \$20.30 per hour, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
27. To approve the appointment of *Laurie Piekarsky*, Special Education Aide, Lincoln School, 33.75 hours per week, \$20.30 per hour, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
28. To approve the appointment of *Victoria Tipper*, Playground Aide, Coolidge School, \$12.50 per hour, 10 hours per week, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
29. To approve the appointment of *Chrissy Tympanick*, Kindergarten Aide, Lincoln School, \$20.30 per hour, 26.68 hours per week, effective September 1, 2016 through June 30, 2017, pending clearance of required documents.
30. To approve the appointment of *Susan Yadoff*, School Nurse, Eisenhower Middle School, to serve as the Wyckoff District Nurse Coordinator, at her hourly rate not to exceed 20 hours, for the 2016-2017 school year.
31. To approve *Shannon Gibbons* as a 2016 Summer School Teacher at a salary of \$800 for teaching one class during a four week period.
32. To approve, for first reading, the following Teacher Leader Job Descriptions as per attached.

Professional Development
Elementary Makerspace
Atlas Curriculum Mapping Coordinator
Elementary Test Leader
Middle School Test Leader

33. To approve the additional 2016 Summer Hours as per attached.
34. To approve the 2016-2017 Stipend List as per attached.
35. To approve the Non-Affiliate Secretarial/Administrative Support Contract for the 2016-2017 school year as per attached.
36. To approve the Supervisor of Curriculum and Instruction Contract for the 2016-2017 school year as per attached.
37. To amend the Kindergarten Aide hours from 26 hours per week to 26.68 hours per week to reflect the revised dismissal time on minimum days.
38. To approve six additional hours that will be provided to the following Playground Aides, at their hourly rate, for the purpose of Responsive Classroom training and review of the recess and lunchroom procedures.
Ruth Cusick, Louis Rea, Loretta Ross, Eileen Breslin, Victoria Tipper, Allison Carter, Denise Murrell, Jodie Nichols, Jane Psota, Cary Sieber, Debra Moat, Jeanette Pakosinski, Vilma Fiori, Inna Yelsky, Pamela Arteaga, Patricia Lynch, Kim Rauscher, Roger Van Dyke, and Roberta Rachtian-Della Fave.
39. To approve the medical leave under FMLA for Staff member #4298 effective August 30, 2016 through an approximate end date of October 6, 2016.
40. To approve the recommendation of the Superintendent of Schools to withhold the 2016-2017 salary and service increments for Staff Member # 4627.
41. To increase the hours from 28.75 per week to 33.75 per week for *Mary Joan Meyer* for the 2016-2017 school year.
42. To approve 1.5 additional hours at their hourly rate for *Melissa Cadicina* and *Beth Lowry* to attend the Kindergarten Orientation for the LLD1 students.
43. To approve the 2016-2017 Substitute List as per attached.

44. To approve the 2016-2017 Home Instructors List 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 submission to the County Office of the Statement of Assurance for the Requirements of the District Professional Development Plan and the District Mentoring Plan in accordance with N.J.A.C. 6A: 9C-4.2 and 5.1.
3. To approve the contract with Bill Jackson, Math Consultant, to provide professional development at a cost of \$34,500 not to exceed 23 days during the 2016-2017 school year.
4. To approve the continuation contract with Bergen County Special Services School District for the provision of Hospital Instruction for the 2016-2017 school year for students who are confined during school hours for medical and/or rehabilitative care in Bergen Regional Medical Center at a rate of \$65.00 per hour as per attached.
5. To approve the contract with the Ramapo Indian Hills Board of Education regarding their Student #809516 for the 2016 extended school year at a tuition rate of \$894 and separately calculated related services.
6. To approve the 2016 Fall Sports Schedules as per attached.

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.

Moved by _____ Seconded by _____

Roll Call:

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

VIII. COMMUNICATION FROM PUBLIC

IX. NEW BUSINESS ITEMS

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:

September 12, 2016

Work Session @ 6:30 pm

Regular Business Meeting @ 7:00 pm

Eisenhower Middle School, 344 Calvin Court, Wyckoff, New Jersey 07481

XI. ADJOURNMENT