

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 12, 2016, 7:06 PM, at the Eisenhower Middle School, 344 Calvin Court, Wyckoff, NJ 07481, President Francin presiding:

I. Members Present: Rob Francin, President
 Lisa Martone, Vice President
 Chris Della Pietra
 Nick Mamola
 Fred Farcy
 Samir Taneja
 Gina Nico

Absent: None

Staff Present: Dr. Richard Kuder, Superintendent
 Alan C. Reiffe, 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, Wyckoff Patch.com, The Wyckoff Library, and the Township Clerk.

Recognition of Visitors: There were 28 members of the staff and community present.

Mr. Alan Reiffe led the flag salute.

Proclamations/Presentations

Mr. Kuder and Mr. Francin acknowledged the retirements of Ms. Joanne Valenti, Mr. Alan Reiffe, Mr. Nicholas Mamola, and Dr. Samir Taneja and presented each of them with a framed resolution.

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 opened the meeting and invited questions or comments from the public on the agenda items.

A Coolidge parent read a statement with regard to the Lice Policy, asking for proactive head checks. Mr. Della Pietra asked what the number of head lice cases have been in the past several years and what the surrounding districts' policies are.

III. BOARD PRESIDENT'S REPORT

Mr. Francin spoke about the ribbon cutting at the Innovation Stem Lab.

IV. SUPERINTENDENT'S REPORT

Dr. Kuder spoke about Board Member retirees, Dr. Samir Taneja and Mr. Nick Mamola and thanked them for their years of service as Board Members. In addition, Dr. Kuder spoke about the retirement of Alan Reiffe and all of his accomplishments during his 15 years as the district's Business Administrator.

Dr. Kuder invited the public to visit the STEM Lab after the meeting. He also spoke about the great success of the Eisenhower Student Entrepreneurial Club, TREP\$. Dr. Kuder mentioned that there are 25 holiday concerts and performances scheduled throughout the district.

Lastly, Dr. Kuder reported that there were 3 suspensions at Eisenhower Middle School and that enrollment as of November 30th was 2,058 students representing a decrease of 2 students since October 31st. There were no HIB incidents reported in the month of November.

V. BUSINESS ADMINISTRATOR'S REPORT

Mr. Reiffe thanked everyone for their friendship, support, and comradery during his 15 years as the district's Business Administrator.

VI. COMMITTEE REPORTS

Community Outreach Committee – Mr. Mamola had nothing to report but thanked everyone for the opportunity to serve as a Board Member.

Policy/Legislation Committee – Dr. Taneja thanked everyone for their kind words. He reviewed the policies being approved at the Board Meeting, in particular, the Lice Policy.

Education Committee – Ms. Martone spoke about the various professional development in-services and outside workshops scheduled over the next few months.

Ms. Martone spoke about the Kindergarten Committee which met for the first time earlier in the day. She gave a brief overview of their first meeting and the steps being taken by the Committee to substantiate providing a full day kindergarten in the district.

Finance Committee – Mr. Della Pietra spoke about site tours performed on December 9th to inspect the Summer projects completed at each of the schools.

Mr. Della Pietra also explained the Budget review process and reviewed the fund balance.

Lastly, Mr. Della Pietra spoke about the new and improved Cafeteria Lunch Menu at Eisenhower Middle School.

Facilities Committee – Mr. Della Pietra reported on several projects in the district and acknowledged John Doller’s attention to the Coolidge School HVAC issues.

Lastly, Mr. Della Pietra reported that the results of the lead water testing will be available within the next several weeks.

Personnel Committee – Nothing to report.

Negotiations Committee – Mr. Della Pietra mentioned that the Committee and the WEA President are working on scheduling meeting dates.

VII. ACTION ITEMS

Motion by Lisa Martone seconded by Nick Mamola to approve the following Board Agenda items:

A. FISCAL MANAGEMENT

1. Minutes as follows:

- a. November 14, 2016 – Work Session
- b. November 14, 2016 – Regular Business Meeting
- c. November 14, 2016 – Private Executive Meeting

2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
11/28/16	Bills List	19448-19501	168,959.44
11/29/16	Payroll - Net Pay	Wire Transfer	612,624.23
11/29/16	Payroll - Agency	Wire Transfer	453,402.10
11/29/16	Payroll - FICA	Wire Transfer	74,366.39
12/15/16	Payroll - Net Pay	Wire Transfer	651,062.17
12/15/16	Payroll - Agency	Wire Transfer	460,031.18
12/15/16	Payroll - FICA	Wire Transfer	77,388.39
12/15/16	DCRP	Wire Transfer	128.45
12/12/16	Bills List	19502-19597	579,016.08
12/12/16	Health Benefits	Wire Transfer	380,547.97

- #### 3. BE IT RESOLVED that the Board of Education acknowledges and accepts the certification from the Board Secretary that as of month ending November 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 November 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 authorize the Superintendent to submit an amendment to the Individuals with Disabilities Education Act (IDEA) application for the 2016-2017 fiscal year to include the 2015-2016 fiscal year carryover funds of \$1,511 from IDEA Preschool and \$15,857 from IDEA Basic.
8. To approve the revised Eisenhower Middle School 2016-2017 Cafeteria Price List as per attached.
9. To authorize the Business Administrator to purchase 77 Cisco Meraki MR42 Cloud Managed - wireless access points and related controller licenses, at a cost of \$54,670, from CDW-G (government), under the ESCNJ State approved cooperative contract number 65MCECCPS.

B. OPERATIONS AND MANAGEMENT – None

C. PERSONNEL

The Superintendent's recommendation in regard to personnel matters:

1. To accept, with regret, the resignation of *Jennifer Vernieri*, Grade 2 Teacher, Lincoln School, effective January 16, 2017.
2. To accept, with regret, the resignation of *Simon Im*, Special Education Aide, Sicomac School, with an effective date of March 3, 2017 or upon hiring of new replacement.
3. To accept, with regret, the resignation of *Ava Massey*, Special Education Aide, Sicomac School, effective December 23, 2016.
4. To approve the appointment of *Courtney Morfing*, Leave Replacement Science Teacher, Grade 7, Eisenhower Middle School, M.A. Step 1, \$56,331 pro-rated, with an approximate effective date of January 3, 2017 through an approximate end date of June 30, 2017.
5. To approve the appointment of *Ava Massey*, Leave Replacement Science Teacher, Grade 6, Eisenhower Middle School, B.A. Step 1, \$51,331 pro-rated, with an approximate effective date of January 3, 2017 through an approximate end date of May 25, 2017.

6. To approve the appointment of *Marisa Kravatz*, Special Education Aide, Sicomac School, \$20.30 per hour, 33.75 hours per week, with an effective start date pending clearance of required documents through June 30, 2017.
7. To approve the appointment of *Ellen Brennan*, Special Education Aide/Playground Aide, Lincoln School, \$20.30 per hour, 22.5 hours per week as a Special Education Aide and \$12.50 per hour, ten hours per week as a Playground Aide, effective December 13, 2016 through June 30, 2017.
8. To approve the appointment of *Tracy Nieradka*, Special Education Aide, Sicomac School, \$20.30 per hour, 33.75 hours per week, effective date pending clearance of required documents through June 30, 2017.
9. To approve the reduction of hours for *Christine Smith*, Leave Replacement Guidance Counselor/Social Worker, Eisenhower Middle School, B.A. Step 1, \$51,331 pro-rated, from 7 hours per day to 5.6 hours per day, effective November 21, 2016.
10. To approve the extension of the parental leave of Staff Member #4718 from January 3, 2017 to June 30, 2017.
11. To approve the extension of the appointment of *Elizabeth Brown* as a Leave Replacement Grade 5 Teacher, Lincoln School, B.A. Step 1, \$51,331 pro-rated, from January 3, 2017 to June 30, 2017.
12. To approve the medical leave under FMLA for Staff Member #4893 from December 15, 2016 through an approximate end date of January 26, 2017.
13. To approve the medical leave under FMLA for Staff Member #4262 from January 20, 2017 through an approximate end date of February 28, 2017.
14. To approve *Paige Coppola* as the Girls Softball Coach for the 2017 season.
15. To appoint Pat Salvati as an Alternate Acting Board Secretary when the Board Secretary is unable to attend Board of Education meetings, effective December 13, 2016.
16. To approve the appointment of *Claire Keller* as Team Leader with an effective date of January 3, 2017 through June 30, 2017 with a pro-rated stipend of \$2,700.
17. 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 spring semester of the 2016-2017 school year, as per attached.
18. To approve the additional seven hours each, at their hourly rate, for the following Special Education Aides to receive out of district professional development on Monday, January 16, 2017 as per attached.

Doug Vaughan
Lisa Steimel
Patricia Cleary
Kim DeYoung
Ann Baumgarten

Meissa Cadacina
Ginny Groenewal
Leslie Carter
Lori Groenewal

19. To approved the revised Substitute List for the 2016-2017 school year as per attached.
20. To approve the revised Field Placements and Student Teacher Assignments for the 2016-2017 school year as per attached.

D. INSTRUCTION AND PROGRAM

1. To approve the out of district placement in the Toms River Regional School District for Student #114118 and Student #106120, at a daily rate of \$73.29 and \$69.53 per student, respectfully, for the period from October 26, 2016 to an approximate end date of June 30, 2017.
2. To authorize the Business Administrator to sign the contract with Dave Burgess Consulting, Inc. to provide professional development services on January 16, 2017, at a cost of \$2,000.
3. To approve the General Contract for Services between Lunar Hills Audio LLC and the Wyckoff Board of Education for professional development on January 16, 2017 for the district's elementary music teachers at a cost of \$700.
4. To approve the general contract between The Center for Responsive Classrooms for professional development services on January 16, 2017 for the district's elementary school teachers at cost of \$4,800.

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.
3. **WHEREAS** *Joanne Valenti* has dedicated herself to the Wyckoff Public Schools for a total of 16 years as an Instructional Aide at Sicomac School, displaying her selfless commitment to nurturing our children with her warm and caring nature; and

WHEREAS, the Wyckoff Board of Education together with its citizens, wishes to acknowledge the exemplary dedication and inspiration that *Joanne Valenti* has provided our children;

NOW, THEREFORE, BE IT RESOLVED that the Wyckoff Board of Education does hereby extend its appreciation and gratitude to *Joanne Valenti* in recognition of her exemplary service to our district; and

BE IT FURTHER RESOLVED, that the Wyckoff Board of Education present *Joanne Valenti* 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** *Alan C. Reiffe* has dedicated himself to the Wyckoff Public Schools for a total of 15 years as the School Business Administrator/Board Secretary, displaying his selfless commitment to the impeccable stewardship of our financial resources in order to provide an exciting and engaging educational opportunity for all children of Wyckoff; and

WHEREAS, the Wyckoff Board of Education together with its citizens, wishes to acknowledge the exemplary dedication, integrity and inspiration that *Alan C. Reiffe* has provided our district;

NOW, THEREFORE, BE IT RESOLVED that the Wyckoff Board of Education does hereby extend its appreciation and gratitude to *Alan C. Reiffe* in recognition of his exemplary service to our district; and

BE IT FURTHER RESOLVED, that the Wyckoff Board of Education present *Alan C. Reiffe* 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.

- 5. **WHEREAS**, for the period 2014 through 2016 *Nicholas Mamola* served as a member of the Wyckoff Board of Education, and

WHEREAS, *Nicholas Mamola* served as chair of the Community Outreach Committee and a member of the Strategic Planning, Policy/Legislation and Facilities Committees;

WHEREAS, *Nicholas Mamola* 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 *Nicholas Mamola* for his three years of dedicated service; and

BE IT FURTHER RESOLVED, that the Wyckoff Board of Education present *Nicholas Mamola* 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 and forwarded to *Nicholas Mamola*.

- 6. **WHEREAS**, for the period 2013 through 2016 *Samir Taneja* served as a member of the Wyckoff Board of Education, and

WHEREAS, *Samir Taneja* served as chair of the Policy/Legislation and Strategic Planning Committees and a member of the Education Committee;

WHEREAS, *Samir Taneja* 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 *Samir Taneja* for his four years of dedicated service; and

BE IT FURTHER RESOLVED, that the Wyckoff Board of Education present *Samir Taneja* 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 and forwarded to *Samir Taneja*.

- 7. To approve the purchase of an Eisenhower Middle School Yearbook ad and a copy of the 2016-2017 Eisenhower Middle School Yearbook at a cost of \$290.00 and \$50.00 respectfully.

Roll Call Vote:

Della Pietra —YES Farcy —YES Francin — YES Martone - YES

Mamola – YES Nico – YES Taneja — YES

VIII. COMMUNICATION FROM PUBLIC - None

IX. NEW BUSINESS ITEMS – None

Mr. Francin mentioned that a Private Executive Session will be held immediately following the adjournment of the Regular Business Meeting and that no action will be taken.

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:

January 9, 2017

Reorganization Meeting @ 7:00 pm

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

January 30, 2017

Board Docs Training @ 6:00 pm

Regular Business Meeting @ 7:00 pm
Eisenhower Middle School, 344 Calvin Court, Wyckoff, New Jersey 07481
Anticipated Agenda Items:

- State of the District - Richard Kuder and Grace White

XI. ADJOURNMENT

The meeting adjourned at 7:50 PM and the Board went into Private Executive Session.



Alan C. Reiffe
Business Administrator/
Board Secretary

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