



WYCKOFF SCHOOL DISTRICT  
241 MORSE AVENUE  
WYCKOFF, NEW JERSEY 07481

[WWW.WYCKOFFPS.ORG](http://WWW.WYCKOFFPS.ORG)

October 21, 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, October 24, 2016, 7:00 P.M., at the Eisenhower Middle School, 344 Calvin Court, Wyckoff, NJ 07481.

Alan C. Reiffe, CPA  
Board Secretary

**AGENDA FOR REGULAR BUSINESS MEETING  
October 24, 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

Proclamations/Presentations

- |   |                             |
|---|-----------------------------|
| 1. Eagle Scout Recognition ~ Patrick Stephen Gunn | A. Robert Francin           |
| 2. District PARCC Results Presentation            | Grace White                 |
| 3. School Nurse Services Plan                     | Susan Yadoff                |
| 4. Audit Report                                   | Lerch, Vinci & Higgins, LLP |

## 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. September 19, 2016 – Work Session
  - b. September 19, 2016 – Regular Business Meeting
  - c. September 19, 2016 – Private Executive Meeting
  - d. October 14, 2016 – Special Business Meeting

2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
09/29/16	Payroll - Net Pay	Wire Transfer	611,132.33
09/29/16	Payroll - Agency	Wire Transfer	452,486.36
09/29/16	Payroll - FICA	Wire Transfer	75,419.60
09/30/16	Bills List	19084-19195	1,206,807.54
10/13/16	Payroll - Net Pay	Wire Transfer	643,815.26
10/13/16	Payroll - Agency	Wire Transfer	463,411.39
10/13/16	Payroll - FICA	Wire Transfer	78,074.18
10/13/16	Payroll - DCRP	Wire Transfer	115.26
10/24/16	Bills List	19196-19318	886,314.20
10/25/16	Health Benefits	Wire Transfer	395,633.70
10/27/16	Payroll - Net Pay	Wire Transfer	610,358.60
10/27/16	Payroll - Agency	Wire Transfer	455,327.76
10/27/16	Payroll - FICA	Wire Transfer	74,405.32

3. **BE IT RESOLVED** that the Board of Education acknowledges and accepts the certification from the Board Secretary that as of month ending September 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 September 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 the Chapters 192/193 - Report of Nonpublic Auxiliary and Handicapped Services for 2016-2017 funding.

8. To acknowledge the award of the 2016 Bergen County Utilities Authority (BCUA) Environmental Awareness Challenge Grant in the amount of \$1,000 to *Beth Fischer*, PTO Environment Committee Chairperson, Sicomac Elementary School, as per attached.
9. To approve the funding 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			96,746
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			21,204
Supplementary Instruction	32,957		5,493	38,450
<b>Total Award</b>	<b>209,116</b>	<b>-</b>	<b>8,234</b>	<b>217,350</b>

10. To accept the Comprehensive Annual Financial Report (CAFR) and Auditors' Management Report (AMR), with no audit recommendations, for the fiscal year ending June 30, 2016, as prepared by the firm of Lerch, Vinci & Higgins, Certified Public Accountants, as per N.J.S.A. 18A:23-5.
11. To authorize the Business Administrator to sign the Risk Management Consultant Professional Services Agreement appointing Arthur J. Gallagher Risk Management Services, Inc. as the Board's Risk Management Insurance Consultant to the Northeast Bergen County School Board Insurance Group per the attached.

12. To authorize the Business Administrator to sign the BoardDocs End User Agreement between the Wyckoff Board of Education and Emerald Data Solutions, Inc. for a web based paperless board meeting program, board and staff training and support as per attached.
13. To accept and approve the increase in Nonpublic Nursing Aid and Technology Aid for the 2016-2017 school year as follows:

Program	Original Budget Amount	Additional State Aid	Total Entitlement to Date
Nonpublic Nursing	29,160	9,630	38,790
Nonpublic Technology	7,900	2,994	10,894

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 installation by Crystal Clear Glass of dusted vinyl window coating treatments on eighteen Eisenhower hallway windows, at a cost of \$14,800 purchased through the Educational Data Consortium.
2. To approve the proposal for a maintenance inspection on the (3) AERCO Benchmark boilers located at the Sicomac Elementary School and the (3) Benchmark Boilers located at the Eisenhower Middle School at a total cost of \$2,450 as per attached.
3. **WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

★★★★★ ONE COMMUNITY. ONE VISION. ONE STUDENT AT A TIME. ★★★★★

**WHEREAS**, the required maintenance activities as listed in the attached document for the various school facilities of the Wyckoff School district are consistent with these requirements, and

**WHEREAS**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**NOW THEREFORE BE IT RESOLVED**, that the Wyckoff School district hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for Wyckoff School district in compliance with Department of Education requirements.

4. To acknowledge the 2016 Emergency Bus Evacuation Drills which took place in all Wyckoff District Schools between September 20, 2016 and October 6, 2016 as per attached.
5. To amend Item VII.B.3 OPERATIONS AND MANAGEMENT of the September 19, 2016 Regular Business Meeting to read as follows:

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 \$2,638.97 and is now \$379,138.97:

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

6. To approve the Addendum to Application and Agreement for Use of Public School Facilities by the Torpedoes Soccer Club as per attached.
7. To revoke the following agenda item from the July 18, 2016 Regular Business Meeting Agenda:

ITEM VI.B.1 OPERATIONS AND MANAGEMENT

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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8. To revoke the following agenda item from the August 29, 2016 Regular Business Meeting Agenda:

ITEM VI.B.3 OPERATIONS AND MANAGEMENT

To approve the following Washington School HVAC Upgrade Change Order in the total amount of \$13,015 resulting in an adjusted allowance of \$26,735 remaining. The total contract sum is \$802,600.

1	8/27/2016	Cost of supplies and installation of new rails and flash for future a/c work.	\$13,015.00
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9. To approve the following change orders with regard to the HVAC Upgrades at Washington Elementary School:

CO #	Explanation	Amount
GC-01 (Amended)	Additional steel supports on the first floor AC units	5,250
GC-02	Supply and install new rails and flash for the future A/C work	13,015
GC-03 (Amended)	Honeywell Controls Unitary controller and transformer assembly	12,430
	Allowance #1	(10,000)
	Allowance #2	(5,000)
	Allowance #3	(45,000)
	Total Change Orders	(29,305)
	Original Contract Sum	802,600
	Adjusted Contract Sum	<u>773,295</u>

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 *Joanne Valenti*, Special Education Aide, Sicomac School, effective December 31, 2016.
2. To accept, with regret, the resignation of *Vicki Kalpagian*, Special Education Aide, Coolidge School, effective pending the hiring of replacement.



3. To approve the appointment, and submission of proposed contract to the County Office, of *Patricia Salvati*, School Business Administrator/Board Secretary, at an annual prorated salary of \$150,000 for the period February 1, 2017 through June 30, 2017.
4. To approve the appointment of *Katelyn Fabiano*, Leave Replacement Grade 5 Teacher, Coolidge School, B.A. Step 1, \$51,331 pro-rated, with an approximate start date of November 21, 2016 through an approximate end date of June 30, 2017.
5. To approve the appointment of *Maritza Torres*, Bilingual Aide, Eisenhower Middle School, \$20.30 per hour, 33.75 hours per week, with an effective start date pending clearance of required documents, through June 30, 2017.
6. To approve the appointment of *Christine Smith*, Leave Replacement Guidance Counselor/Social Worker, Eisenhower Middle School, B.A. Step 1, \$51,331 pro-rated, with an effective start date pending clearance of required documents through an approximate end date pending return of Staff Member #4298 from medical leave.
7. To approve *Beth Lowry* as a Substitute Bus Aide at her hourly rate for the 2016-2017 school year.
8. To approve the parental leave request of Staff Member #4895 with an approximate start date of January 3, 2017 through an approximate end date of June 30, 2017.
9. To approve the parental leave request of Staff Member #4335 with an approximate start date of February 13, 2017 through an approximate end date of June 30, 2017.
10. To approve the parental leave request of Staff Member #5059 with an approximate start date of January 23, 2017 through an approximate end date of June 30, 2017.
11. To approve the extension of the parental leave request of Staff Member #4718 for an additional month with an approximate end date of December 1, 2016.

12. To approve the extension for an additional month of the appointment of *Elizabeth Brown* as a Leave Replacement Grade 5 Teacher, Lincoln School, B.A. Step 1, \$51,331 pro-rated with an approximate end date of December 1, 2016.
13. To affirm the proposed 2016-2017 Superintendent Merit Bonus Action Plans for submission to the Executive County Superintendent of Schools for approval of merit bonus criteria as per attached.
14. To approve the 2016-2017 Substitute 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 Wyckoff School District Nursing Services Plan for the 2016-2017 school year as per N.J.A.C. 6A:16-2.1 through 2.5 as per attached.
3. To approve the adoption and implementation of Grades 6-8 Science Curriculum aligned to the New Jersey Student Learning Standards (NJSLS-S 6-8).
4. To approve the selection and administration of the CogAT test during the 2016-2017 school year as per attached.
5. To approve the Field Trip List for the 2016-2017 school year as per attached.

6. To authorize the Business Administrator to sign the Consulting Services Agreement between the Wyckoff Board of Education and The College of New Jersey for consulting services designed to assist educators in delivering science, technology, engineering and mathematics (STEM) instruction to students, including materials, supplies and digital resources for participants at a total cost of \$1,750.

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. **WHEREAS**, Patrick Stephen Gunn, attended the Wyckoff Public Schools; and

**WHEREAS**, Patrick Stephen Gunn began as a Tiger Cub in Pack 198, progressed through the ranks of Wolf, Bear, and Webelo, earned his Arrow of Light Award, bridged to Troop 89 where he held several leadership positions including Den Chief, Assistant Patrol Leader, Guide, and Assistant Senior Patrol Leader; and

**WHEREAS**, Patrick Stephen Gunn’s Eagle Project was creating a bird and butterfly garden with an adjacent outdoor classroom for a school for students with special needs; and

**WHEREAS**, Patrick Stephen Gunn served with distinction; and

**WHEREAS**, Patrick Stephen Gunn 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 Patrick Stephen Gunn for his attainment of the Eagle Scout Award; and

**BE IT FURTHER RESOLVED**, that the members of the Wyckoff Board of Education present Patrick Stephen Gunn with a framed copy of this resolution as an expression of their appreciation; and

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

4. To approve the 2016 Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials pursuant to N.J.A.C. 6A:16-6.2(b)14.
5. To affirm the accuracy of the responses relative to the Statement of Assurances (SOA) for School Year 2016-2017 as presented by the Superintendent of Schools as per New Jersey Quality Single Accountability Continuum (NJQSAC).

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:

November 14, 2016

Work Session @ 6:30 pm

Regular Business Meeting @ 7:00 pm

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

*Anticipated Agenda Items:*

- a. Anticipated Opening of STEM Lab
- b. Capital Expenditure Projects Presentation
- c. Summer School Update

X. ADJOURNMENT