

**WYCKOFF BOARD OF EDUCATION  
241 MORSE AVENUE, WYCKOFF, NJ 07481**

**To: Township of Wyckoff 201-891-9359**  
**From: Jackie Dwyer, Wyckoff Board of Education**  
**Date: December 14, 2021**

**Approved Minutes –**

**Regular Business Meeting – November 15, 2021**

Minutes of the Regular Business Meeting of the Board of Education of the Township of Wyckoff, County of Bergen, New Jersey, held on Monday, November 15, 2021, 6:00 PM at Eisenhower Middle School, 344 Calvin Court, Wyckoff, NJ 07481, President Francin presiding.

- I. **Members Present:** Louis Cicerchla  
Renee Kaspar  
Daniel McHugh  
Timothy Murtha  
Gina Nico  
Rob Francin
- Absent:** Frank Barbagallo
- Staff Present:** Dr. Kerry Postma, Superintendent  
Ms. Grace White, Assistant Superintendent  
Ms. Patricia A. Salvati, Business Administrator/Board Secretary

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 Record and posted in accordance with N.J.S.A.10: 4-8(b) and guidance from the New Jersey Department of Community Affairs, Division of Local Government Services.

Recognition of Visitors: There were approximately 37 staff and community members present.

At 6:00 PM the Board entered into a Private Executive Session for the purpose of reviewing 5 HIB cases and returned to the Regular Business Meeting at 6:40 PM.

A. Flag Salute – The flag salute was led by the Eisenhower Boys' Soccer Team and the recipients of October's Eisenhower Middle School Character Awards.

B. Presentations

1. Eisenhower School Boys' Soccer Team Coach, Mr. Aldo Cascio congratulated the Boys' Soccer team for their 10-1-1 record. He awarded each of the team players with a certificate commemorating their participation in a championship season.
2. Grace White recognized Eisenhower Middle School students that received character awards for the month of October. Students demonstrated empathy, honesty, respect, responsibility, compassion and willingness to all of their peers.

III. 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).

**3540**

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 invited questions or comments from the public. There were none.

**III. BOARD PRESIDENT'S REPORT**

Mr. Francin recognized all of the candidates who ran in the recent Board of Education election.

**IV. COMMITTEE REPORTS FROM COMMITTEE CHAIRS****1. Policy Committee – Dan McHugh**

Mr. McHugh reported on the policies up for a first reading.

**2. Facilities Committee – Lou Cicerchia**

Mr. Cicerchia reported that the Facilities Committee met on November 10 and mentioned that the details of the meeting will be provided in the Business Administrator's report.

**3. Finance Committee – Gina Nico**

Ms. Nico reported that the ongoing audit and on-site work should be completed by next week.

Ms. Nico spoke about the funding of the Eisenhower HVAC upgrade, reporting that the federal ESSER funds will be used as well as Capital Reserve funds. Ms. Nico mentioned that the 200 wing at Eisenhower will be done in Phase I.

Lastly, Ms. Nico reported that the Finance Committee had a discussion on the cafeteria staffing shortage, the supply chain and various solutions for the lunch program.

**4. Human Resources Committee – Renee Kaspar**

Ms. Kaspar reported that the Human Resources Committee met on November 8 to discuss the personnel changes that are on the agenda.

**5. Communications Committee – Renee Kaspar**

Ms. Kaspar reported that the Communications Committee met to discuss the letter to Governor Murphy that was presented at the Regular Business Meeting, held in October.

**V. SUPERINTENDENT'S REPORT**

Dr. Postma reported on the following:

- Enrollment – Coolidge 298, Lincoln 326, Sicomac 346 (-2), Washington 366 (-1), Eisenhower 646

(-1) and Out of District 24. The total enrollment in October was 2,006 students reflecting a loss of 4 student since October 31<sup>st</sup>.

- Suspensions --1 eighth grade suspension in the month of October.
- Reported on highlights of recent activities at each school which included events at each school in recognition of Veterans Day.
- Recognized the 2021 Wyckoff District Choir that performed a concert entitled "All Together Now", a choral concert celebrating local theatre.
- Thanked the Rotary Club for accompanying the Eisenhower Middle School React Club in the delivery of dictionaries to the elementary schools.
- Parent Teacher Conference took place on November 10 and again on November 12.
- Agenda Items –
  - Personnel retirements and appointments
  - Gift Donations

#### VI. ASSISTANT SUPERINTENDENT'S REPORT

Ms. White gave a PowerPoint presentation on the Start Strong Fall 2021 Assessment Results that provide data for classroom teachers to help address student needs early in the school year. Parents will be able to access their children's scores electronically through the online portal.

#### VII. BUSINESS ADMINISTRATOR'S REPORT

Ms. Salvati reported on the official results from the November 2 election that were received just prior to the Board Meeting and announced that Incumbent, Gina Nico, and Kathleen Greaney were elected to three year terms and will be sworn in at the January 3, Reorganization Meeting scheduled to be held at Eisenhower Middle School.

The 2022 Board Meeting Schedule will be distributed to the Board for their review and will be presented for approval at the December 13 Regular Business Meeting.

With regard to the Sicomac HVAC and the Coolidge Nurse's Sulte Projects, Ms. Salvati reported that both projects are complete and the final project costs came in under budget. The change orders listed on the agenda reflect the unused funds that will be returned to Capital Reserve.

Summer 2022 capital projects will include replacement of a 50 year old ventilation system, replacement of the windows, and installation of air conditioning in the 200 wing of Eisenhower Middle School.

#### VIII. ACTION ITEMS

Motion by Dan McHugh seconded by Gina Nico to approve the following agenda items:

##### A. FISCAL MANAGEMENT

1. Minutes as follows:
  - a. October 18, 2021 – Regular Business Meeting
  - b. October 18, 2021 – Private Executive Meeting



3542

2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
10/30/21	Payroll - Net Pay	Wire Transfer	\$ 708,448.75
10/30/21	Payroll - Agency	Wire Transfer	\$ 475,991.23
10/30/21	Payroll - FICA	Wire Transfer	\$ 83,243.37
10/20/21	Agency - Admin Fee	Wire Transfer	\$ 1,584.00
11/15/21	Payroll - Net Pay	Wire Transfer	\$ 767,765.66
11/15/21	Payroll - Agency	Wire Transfer	\$ 491,774.80
11/15/21	Payroll - FICA	Wire Transfer	\$ 88,099.94
10/29/21	Bills List	30965-30967	\$ 2,487.50
10/29/21	Bills List	31072-31176	\$ 391,364.63
11/15/21	Bills List	31177-31253	\$ 369,785.83
11/01/21	Health Benefits	Wire Transfer	\$ 448,186.78
	Void - misprint	30968-31071	\$ 391,336.59
	Void - misprint	31078	\$ 28.04
	Void	30084	\$ 2,037.50
	Void	30247	\$ 250.00
	Void	30342	\$ 200.00
	Void	31112	\$ 993.99

3. **BE IT RESOLVED** to approve the budgetary transfers.

4. **BE IT RESOLVED** that the Board of Education acknowledges and accepts the certification from the Board Secretary that as of month ending October 31, 2021 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.

**BE IT FURTHER RESOLVED** that the Wyckoff Board of Education acknowledges that it receives and accepts the Board Secretary's and Cash Report for the month ending October 31, 2021 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. To approve, with gratitude, the acceptance of gifts:

	School/Organization	Donation/Dollar Amount
To:	Washington School	
From:	Washington School PTO	
	Cultural Assemblies	\$ 2,070.00
	Wellness - Walk to School	\$415.50
	<b>TOTAL</b>	<b>\$ 2,485.50</b>
To:	Sicomac School	
From:	The Bojck Family	
	7 Picnic Tables	\$ 5,669.93

From:	Sicomac School PTO	
	Books for Media Center (proceeds from Book Fair)	\$3,689.22
	25 Ukuleles and Rack	\$ 2,393.99
	Responsive Classroom Yardstick Guides	<u>\$198.00</u>
	TOTAL	\$ 6,281.21

- 6. To authorize the submission of an amendment to the Individuals with Disabilities Education Act (IDEA) Application for the 2022 fiscal year to include the 2021 fiscal year carryover funds of \$886 from IDEA Preschool and \$87,690 from IDEA Basic.

Basic Program – District	\$ 5,440
Basic Program – Nonpublic	\$82,250
Preschool Program – District	\$ 886
Preschool Program – Nonpublic	-0-

- 7. To authorize the submission of an amendment to the Elementary and Secondary Education Act (ESEA) for the 2022 fiscal year to include the 2021 fiscal year carryover funds of \$9,114 from Title II.

**B. OPERATIONS AND MANAGEMENT**

- 1. To approve the following change order from Teo Technologies, Inc. for the HVAC Upgrades Renovations at Sicomac School:

C.O.#	DATE	DESCRIPTION	AMOUNT
1	10/21/2021	Credit for remaining unused Allowances	(\$20,000)

The original Contract Sum was \$412,000. The new Contract Sum including this Change Order will be \$392,000.

- 2. To approve the following change order from Lanyi & Tevald, Inc. for the Nurse Suite Renovations at Coolidge School:

C.O.#	DATE	DESCRIPTION	AMOUNT
2	10/27/2021	Credit for remaining unused Allowances	(\$15,000)

The original Contract Sum was \$221,500. The net change of previously authorized Change Orders was (\$3,035.22). The new Contract Sum including this Change Order will be \$203,464.78.

3544

3. To approve the Evacuation Site Agreements that are on file in the Board of Education Office.
4. To accept the Proposal for Professional Services received from Dicara/Rubino Architects for HVAC Upgrades and Window Replacements at Eisenhower Middle School for a fee of \$150,000 plus reimbursable expenses.

C. PERSONNEL

The Superintendent's recommendation in regard to personnel matters:

1. **BE IT RESOLVED** that the Wyckoff Board of Education accepts the following resignations:
  - a. To accept, with regret, the resignation for retirement purposes of *Kathleen Stanley-Brown*, Secretary, Child Study Team, Eisenhower Middle School, effective June 30, 2022.
  - b. To accept, with regret, the resignation of *Tara DIScala*, Grade 6 Science Teacher, Eisenhower Middle School, effective December 31, 2021.
  - c. To accept, with regret, the resignation of *Kristen Macchio*, Grade 6 Science Teacher, Eisenhower Middle School, effective December 31, 2021.
  - d. To accept, with regret, the resignation of *Ann Baumgarten*, Special Education Aide, Sicomac School, effective January 31, 2022.
  - e. To accept, with regret, the resignation of *Leila Mennella*, Playground/Recess Aide, Sicomac School, effective November 12, 2021.
2. **BE IT RESOLVED** that the Wyckoff Board of Education accepts the following leave request notifications:
  - a. To approve the Medical Leave Request of Staff Member #5593 with an approximate start date of December 10, 2021 through an approximate end date of December 24, 2021.
  - b. To approve the Parental Leave Request of Staff Member #5689 with an approximate start date of April 18, 2022 through an approximate end date of June 30, 2022.
  - c. To revise the approximate end date of the Parental Leave Request of Staff Member #5494 from March 14, 2022 to April 4, 2022.
3. **BE IT RESOLVED**, that the Wyckoff Board of Education accepts the appointments indicated below for the following certificated staff under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et.seq.; N.J.S.A. 18A:6-4.13 et.seq. All appointments are contingent upon reference checks in accordance with P.L. 2018, c.5. and clearance of all required documentation prior to the start date:



a. To revise the approximate end date of *Jessica Ondeck*, Leave Replacement Language Arts Teacher, Eisenhower Middle School from March 14, 2022 to April 4, 2022.

\*\* b. To approve the appointment of *Danielle Florio*, Grade 6 Science Teacher, Eisenhower Middle School, M.A. Step 9, \$67,188 pro-rated, with an approximate effective date of January 17, 2022 or earlier, pending release from current employer, through June 30, 2022.

\*\* c. To approve the appointment of *Evan Franchini*, Grade 6 Science Teacher, Eisenhower Middle School, M.A. +30, Step 16, \$101,738 pro-rated, with an approximate effective date of January 17, 2022 or earlier, pending release from current employer, through June 30, 2022.

4. **BE IT RESOLVED**, that the Wyckoff Board of Education accepts the appointments indicated below for the following instructional, special education, playground or cafeteria aides under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et.seq.; N.J.S.A. 18A:6-4.13 et.seq. All appointments are contingent upon reference checks in accordance with P.L. 2018, c.5. and clearance of all required documentation prior to the start date:

a. To approve the appointment of *Taylor De Mase*, Part Time Behavior Analyst, MA Step 2, with an annual salary of \$62,355 (.57) pro-rated, with an approximate effective date of November 29, 2021 through June 30, 2022.

b. To approve the appointment of *Kerry Corwin-Gursaly*, Special Education Aide, Sicomac School, Step 1, 6.75 hours per day, with an annual salary of \$26,545 pro-rated, with an approximate effective date of November 15, 2021 through June 30, 2022, pending receipt of required documentation.

5. To approve 10 additional hours, at her hourly rate, for *Jeanette Pakosinski*, Playground/Recess Aide, Sicomac School, to provide additional staff coverage.

6. To approve the first reading of the following job description:  
School Social Worker

7. To approve the revised Substitute Teacher List for the 2021-2022 school year as follows:

- Samantha Ingunza* – Addition
- Leann Lebov* – Addition
- Kassidy O'Connor* – Addition
- Robert Prunk* – Addition
- Adam Siegel* – Addition
- Margaret Stagg* – Addition
- Tracy Cornwell* – Removal

8. To approve the following new additions to the Field Placements and Student Teacher Assignments for the 2021-2022 school year:



3546

NAME	COLLEGE	COOPERATING TEACHER	PLACEMENT SCHOOL	DATES
<i>Nicole Chagachbanian</i>	Montclair State University	Rivka Riki Schips Speech Language	Special Services @ Washington	Jan 18, 2022 - May 5, 2022
<i>Dawn Poliandro</i>	Liberty University	Sheila McLean Counseling/Social Work	Special Services	Jan 1, 2022- May 5, 2022
<i>Renee Sahar</i>	Montclair State University	Sheila McLean Counseling/Social Work	Special Services	Jan 1, 2022- Dec 9, 2022
<i>Camille Taveras</i>	Fairleigh Dickinson University	Jennifer Salmon Grade 8 Science	Eisenhower Middle School	Jan 1, 2022- May 5, 2022

**D. INSTRUCTION AND PROGRAM**

1. To approve the approximate costs associated with the special education placements.  
NONE
2. To approve the 2021-2022 Contract for American Rescue Plan - Individuals with Disabilities Education Act (ARP-IDEA) for Non Public Schools between Bergen County Special Services and the Wyckoff Board of Education.
3. To approve the following Field Trip:
  - a. New Jersey Association of Student Councils – Virtual  
January 12, 2022  
16 Eisenhower Middle School Students  
2 Teacher Chaperones  
Cost: \$6.25 per student
4. To authorize the Board of Education of the Wyckoff Township Public Schools, Wyckoff, New Jersey, to participate in the Central Jersey Program for Recruitment of Diverse Educators consortium for the 2021-2022 school year.

**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 the following:

NAME	POSITION	CONFERENCE NAME	DATE(S)	EXPENSES
<i>Claudia McLees</i>	ESL	40 <sup>th</sup> Annual WP Bilingual/ESL Conference	12/3/21	Registration Fees
<i>Melissa Mendes</i>	Math Interventionist	Webinar – “How doe Students Think About Multiplications?”	11/8/21	n/a
<i>Patrick Lee</i>	Principal – Lincoln	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Stacey Linzenbold</i>	Assistant Principal -EMS	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Susan Barkauskas</i>	Exec. Asst. to the Superintendent	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Diane Ciaramella</i>	Director Student Personnel Services	HIB District Platform Vrtual Training – “HIBster”	11/10/21	n/a
<i>Katie de St. Paer</i>	Supervisor of Special Projects	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Maria Corso</i>	Interim Principal – EMS	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Grace White</i>	Assistant Superintendent	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Rena Lazar</i>	Psychologist	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Paula Rubenacker</i>	School Social Worker	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Kristina Boele</i>	School Counselor	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Ashley Gonzalez</i>	School Counselor	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Lynn Wiebe</i>	School Counselor	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Suzanne Dobson</i>	School Social Worker/Guidance	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Beth Lancellotti</i>	Psychologist	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Sheila McLean</i>	School Social Worker/Guidance	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Danielle Coleman</i>	School Counselor	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a
<i>Anne Mapes</i>	Social Worker/Guidance	HIB District Platform Virtual Training – “HIBster”	11/10/21	n/a

3548

<i>Robert Famularo</i>	Principal	HIB District Platform Virtual Training – "HIBster"	11/10/21	n/a
<i>Scott Blake</i>	Principal	HIB District Platform Virtual Training – "HIBster"	11/10/21	n/a
<i>Stephen Raimo</i>	Principal	HIB District Platform Virtual Training – "HIBster"	11/10/21	n/a
<i>Pamela NoblIn</i>	Social Worker	HIB District Platform Virtual Training – "HIBster"	11/10/21	n/a
<i>Rivka Riki Schips</i>	Speech Specialist	On-Line American Speech and Hearing Association Professional Development	On Demand	Registration Fees
<i>Beth Lancellotti</i>	Psychologist	On-Demand Module: Focus on Preschoolers	On Demand	Registration Fees
<i>Kathleen Moschella</i>	LDTc	On-Demand Module: Focus on Preschoolers	On Demand	Registration Fees
<i>Jennifer Ascrizzi</i>	Instructional Coach	NJDOE - Exploring the Climate Change Education Website Webinar	11/29/21	n/a
<i>Jennifer Salmon</i>	Grade 8 Science	NJDOE - Exploring the Climate Change Education Website Webinar	11/29/21	n/a
<i>Grace White</i>	Assistant Superintendent	NJDOE – ELL – Bilingual Programs in NJ and Parents' Rights	12/7/21	n/a
<i>Grace White</i>	Assistant Superintendent	NJDOE - Comprehensive Health and Physical Education (CHPE) Support System	12/13/21	n/a
<i>Katie de St. Paer</i>	Supervisor of Special Projects	NJDOE - Comprehensive Health and Physical Education (CHPE) Support System	12/13/21	n/a
<i>Kristin Caputo</i>	Technology Teacher	Responsive Classroom – Special Area Teachers – virtual	12/14/21	Registration Fees
<i>Grace White</i>	Assistant Superintendent	NJDOE "Experienced Bilingual/ESL/ELS Supervisors Webinar"	12/15/21	n/a
<i>Michele Velez</i>	Instructional Coach	Virtual – Teacher's College - January Coaching of Reading Institute 2022: Grades K-8	1/23/22 – 1/26/22	Registration Fees
<i>Susan Yadoff</i>	School Nurse	Bergen County School Nurses' Association Meetings	TBD	n/a
<i>Grace White</i>	Assistant	NJPSA 2022 Conference with	3/24/22 –	Travel, Registration



	Superintendent	FEA and NJASCD	3/25/22	Fees, Accommodations, Meals
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2. To approve the first reading of the Wyckoff Township Board of Education Policy as follows:

NUMBER	TITLE	COMMENTS
5114	Children displaced by Domestic Violence Abolished	Language incorporated in Policy 5111
P&R 6471	School District Travel (M)	Organizational changes and established maximum amount for regular business travel outside typical BOE approval process
8600	Student Transportation (M)	Policy updated to align with current practice

3. To approve the second reading and adoption of the Wyckoff Township Board of Education Policy as follows:

NUMBER	TITLE	COMMENTS
P0131	Bylaws, Policies and Regulations	Defines mandatory regulations, defines process to adopt and abolish
P2425	Emergency Virtual or Remote Instruction Program (M) (New)	Protocols for emergency virtual learning
P2467	Surrogate Parents and Resource Family Parents (M)	Terminology update and minor code changes
P&R 3221	Evaluation of Teachers (M)	Minor revisions to align with Administrative Code
P&R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)	Minor revisions to align with Administrative Code
P&R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M)	Minor revisions to align with Administrative Code
P&R 3224	Evaluation of Principals, Vice Principals and Assistant Principals (M)	Minor revisions to align with Administrative Code
P&R 4146	Nonrenewal of Nontenured Support Staff Members	Update of language to align with statute
P5111	Eligibility of Resident/Nonresident Students (M)	Additional language surrounding homelessness, domestic violence
P5116	Education of Homeless Children	Adds annual reporting requirement
P&R 7432	Eye Protection (M)	Update of statute revision
P8420	Emergency and Crisis Situations (M)	Additional language to align with statute
R8420.1	Fire and Fire Drills (M)	Update of language to align with statute
8540	School Nutrition Programs (M)	Additional language regarding 'free and reduced'

3550

ROLL CALL VOTE -

Barbagallo – ABSENT	Cicerchia – YES	Kaspar – YES	McHugh- YES
Murtha – YES	Nico – YES	Francin – YES	

IX. COMMUNICATION FROM PUBLIC

There were none.

X. OLD BUSINESS ITEMS

Lou Cicerchia made a motion that the Wyckoff Board of Education approve the submission of the letter to Governor Murphy, in regard to Executive Order 251, asking for individual communities to decide whether masks should be required in our schools.

The motion did not receive a second from the Board. Therefore, a vote was not taken.

XI. NEW BUSINESS ITEMS

There were none.

XII. ADVANCE PLANNING

All Regular Business Meetings will be held in the location specified in the notification to the public at 6:30 p.m.

Future Meeting Dates:

1. December 13, 2021  
Regular Business Meeting @6:30 pm
2. January 3, 2022  
Reorganization Meeting @6:30 pm

XIII. ADJOURNMENT

The meeting adjourned at 7:25 PM.

Patricia Salvati  
Board Secretary/ Business Administrator