

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

The Regular Meeting of the Wanaque Board of Education was held on Tuesday, December 17, 2019 at 6:30 pm, in the Haskell School Gymnasium, 973 Ringwood Avenue, Haskell, NJ 07420.

Minutes

I. Call To Order/Sunshine Statement

In accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6, P.L. 1975, c.231, s.1; amended 2006, c.70, s.2, the Wanaque Board of Education has provided adequate notice of this meeting by sending a notice of the time, date, location, and to the extent known, the agenda of this meeting to Suburban Trends on January 9, 2019 via email and the Herald News on January 9, 2019 via email. Copies of this notice have also been placed in the Borough Hall and in the Main Office of both Wanaque and Haskell Schools and filed with the Wanaque Borough Clerk on January 9, 2019.

Flag Salute/Public Participation Statement/Roll Call

| BOARD MEMBER | PRESENT | ABSENT |
|---------------------------|---------|--------|
| Mr. Barnhardt (Robert) | X | |
| Ms. Bruenjes (Carolyn) | X | |
| Mr. Camisa (Nicholas) | X | |
| Ms. Demetriou (Angela) | X | |
| Mr. Hain (Barry) | X | |
| Ms. Henderson (Suzanne) | X | |
| Mr. McFarlane (Richard) | X | |
| Ms. Spadaccini (Jennifer) | X | |
| Mr. Tully (Richard) | X | |

Attendance

- Mr. Robert M. Mooney, Interim Superintendent of Schools
- Ms. Nancy Di Bartolo, Business Administrator
- Ms. Caitlin Lundquist, Board Attorney
- Ms. Samantha Nash, Curriculum Director
- Mr. Kenneth Doolittle, Haskell Principal
- Mr. Charles Frick, Wanaque Principal
- Ms. Alyson Puzzo, Wanaque Assistant Principal
- Ms. Molly Rieth, Confidential Secretary
- Public 45

II. Statement to the Public

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. The members of the board work with the administration and Superintendent to assure that the members fully understand the matter. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

III. Superintendent's Report

- Presentation of 2018/2019 audit by Ryan Cleary of Wielkotz & Company
- Ms. Demetriou presented plaques to Mr. Tully and Ms. Spadaccini and thanked them for all they have done as board members.
Mr. Mooney thanked Mr. Tully and Ms. Spadaccini for their contributions while on the board.
- Mrs. Nash – Art Curriculum
 - Mrs. Masciello, Haskell Art Teacher, and Ms. Vogel, Wanaque Art Teacher, along with some of their students discussed the curriculum and showed some of the art projects from each grade.
Mr. Mooney thanked the teachers, students, and Ms. Nash.
- Students of the Month 2nd Grade
 - **Haskell School**
Calisto Franklin
Madeleine McFarlane
 - **Wanaque School**
Jianna Vivanco
Sofia Goronja
- ESIP Update – LED, Solar, Haskell School Boiler – the numbers work out with savings over 15 years with a four part system. We are still working on a plan for replacement of the Wanaque School boiler. Funds for the Haskell School roof over the gym will be taken out of the capital reserve account.
- Ski Club Update – Shawnee works out to be the better location. NRESA will provide the transportation, Mr. Testa has agreed to become certified in administering the Epi-Pens, the District has an existing policy regarding volunteers, if an injury occurs the family's insurance would be used first coverage and then Bollinger Student Insurance would be used second. Chaperones would be a 10/1 ratio. Identifying colors would be worn by the students and Thursdays would be the day of the week for the club.
- Enrollment numbers
 - Haskell School 397
 - Wanaque School 500
 - Out of District 11
 - Total 908

IV. Committee Reports

- A. Curriculum/Instruction – Mr. McFarlane said agenda items were discussed.
- B. Finance/Budget – Mr. Barnhardt explained the budget calendar was reviewed and the committee has to be diligent moving forward especially if the state continues with state aid cuts.
- C. Facilities/Transportation – Mr. Camisa stated agenda items and ESIP were discussed.
- D. Personnel/Management – Ms. Spadaccini said agenda items were discussed.
- E. Policy – Mr. Barnhardt stated tonight is the second reading for policies.
- F. Negotiations/Employee Relations – N/A
- G. Communications/Public Relations – N/A
- H. Tri-District – N/A

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

V. Business Administrator’s Report

Ms. Di Bartolo explained a workshop was added to the agenda after the committee meetings. Facilities #2 & #3 are for the Haskell School roof over the gym and the Haskell School Boiler. Finance #6 is authorizing the movement of \$31,000.00 from capital projects back to capital reserve, this is the balance from the Wanaque School roof project.

VI. Approval of Minutes

BE IT RESOLVED, that the Wanaque Board of Education approves the Minutes of the following meetings, as submitted:

November 26, 2019

Regular & Executive Session

| MOTION: Ms. Henderson | | SECOND: Mr. Camisa | |
|---------------------------|-----|--------------------|---------|
| BOARD MEMBER | YES | NO | ABSTAIN |
| Mr. Barnhardt (Robert) | X | | |
| Ms. Bruenjes (Carolyn) | X | | |
| Mr. Camisa (Nicholas) | X | | |
| Mr. Hain (Barry) | | | X |
| Ms. Henderson (Suzanne) | X | | |
| Mr. McFarlane (Richard) | X | | |
| Ms. Spadaccini (Jennifer) | | | X |
| Mr. Tully (Richard) | X | | |
| Ms. Demetriou (Angela) | X | | |

VII. Correspondence

A. November 2019 – School Digest

VIII. Public Comment

No questions or comments

IX. Resolutions

A. CURRICULUM/INSTRUCTION

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools approves the following curriculum/instruction resolutions:

1. Approve reimbursement of expenses for the attached workshops, as they are directly related to and within the scope of the participants’ duties and are critical to the instructional needs of the district and/or further the efficient operation of the district.
2. Approve the Art Curriculum for grades Pre-K-8.

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

3. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Tuition Contract, as per the McKinney-Vento Act, for student #715788 with the Clifton Board of Education for the 2019/2020 School Year commencing September 5, 2019 through September 30, 2019 at an annual tuition cost of \$15,612.00.

4. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Tuition Contract, as per the McKinney-Vento Act, for student #715789 with the Clifton Board of Education for the 2019/2020 School Year commencing July 1, 2019 through September 30, 2019 at an annual tuition cost of \$45,964.00 plus Extraordinary Services as follows:
 Speech \$70.00/hr.
 OT \$73.00/hr.

5. Approve the contract with Dr. L. Hanes & Associates to provide Speech Therapy Services for home instruction students for the 2019/2020 school year effective November 20, 2019 at an hourly rate of \$80.00.

6. Affirm #W001, W002, W003.

Curriculum #1- 6

| | | | |
|---------------------------|-------------------|-----------|----------------|
| MOTION: Mr. Camisa | SECOND: Mr. Tully | | |
| BOARD MEMBER | YES | NO | ABSTAIN |
| Mr. Barnhardt (Robert) | X | | |
| Ms. Bruenjes (Carolyn) | X | | |
| Mr. Camisa (Nicholas) | X | | #6 |
| Mr. Hain (Barry) | X | | |
| Ms. Henderson (Suzanne) | X | | |
| Mr. McFarlane (Richard) | X | | |
| Ms. Spadaccini (Jennifer) | X | | |
| Mr. Tully (Richard) | X | | #6 |
| Ms. Demetriou (Angela) | X | | |

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

B. FINANCE/BUDGET

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, approves the following finance/budget resolutions:

1. Financial Reports:

| | |
|---------------------------|--|
| Secretary's (A148) Report | - Ms. Nancy DiBartolo |
| For November 2019 | Business Administrator/Board Secretary |
| Treasurer's (A149) Report | - Mr. Robert P. Mooney |
| For November 2019 | Interim Superintendent of Schools |

2. Upon the recommendation of the Superintendent, move that pursuant to *N.J.A.C. 6:23A-16.10(c)4*, we certify that as of November 2019 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been over expended in violation of *N.J.A.C. 6A:23A-16.10(b)* and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.
3. Approve payment of bills and claims for the month of December 2019
- | | | |
|-------|-------------------------|-----------------------|
| 10/11 | General Current Expense | \$1,302,550.76 |
| 20 | Special Revenues | \$ 9,190.83 |
| 30 | Capital Project | \$ 12,834.06 |
| | Total | \$1,324,575.65 |
4. Approve the necessary transfers for the month of November 2019 to achieve the thoroughness standards of the State of New Jersey and of the District for the current year.
5. Approve the acceptance of the carryover funds for Title IV to be utilized in the FY 2020 Elementary and Secondary Education Act (ESEA) in the total amount of \$500 for 200-300 Professional and Technical Services.
6. **WHEREAS** the actual costs for the Reroofing at Wanaque Elementary School (Roof Section C & E) was less than the final costs and
- THEREFORE** the amount budgeted in Capital projects (\$450,00) for the project exceeds the amount required to complete the project (\$418,788.95) the Wanaque Board of Education resolves to cancel the balance of \$31,211.05 in the capital project account and requests that the Business Administrator transfer the funds back to the Capital Reserve Account.

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

7. **WHEREAS**, the Wanaque Board of Education in accordance with N.J.S.A. 18A:23 – must have a certified audit of the district’s accounts and financial transactions; and **WHEREAS**, the Board of Education received the audit performed by Wielkotz & Company, and discussed said audit at its public meeting held on December 17, 2019;now

BE IT RESOLVED, that the Wanaque Board of Education accepts the audit, in the form of the Comprehensive Annual Financial Report (CAFR) and the Auditors’ Management Report (AMR), with no findings for the 2018/2019 school year, fiscal year ended June 30, 2019.

8. Approve the 2020/2021 Budget Calendar pending release of the state budget calendar.

Finance/Budget #1-8

| | | | |
|---------------------------|------------|-----------------------|----------------|
| MOTION: Mr. Hain | | SECOND: Mr. Barnhardt | |
| BOARD MEMBER | YES | NO | ABSTAIN |
| Mr. Barnhardt (Robert) | X | | |
| Ms. Bruenjes (Carolyn) | X | | |
| Mr. Camisa (Nicholas) | X | | |
| Mr. Hain (Barry) | X | | |
| Ms. Henderson (Suzanne) | X | | |
| Mr. McFarlane (Richard) | X | | |
| Ms. Spadaccini (Jennifer) | X | | |
| Mr. Tully (Richard) | X | | |
| Ms. Demetriou (Angela) | X | | |

C. FACILITIES/TRANSPORTATION

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, approves the following facilities/transportation resolutions:

1. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the 2019/2020 Services Agreement with Northern Region Educational Services Commission for the following routes, at a total cost of \$8,965.12.

| | | | | |
|--------------|---------------------|-------------|------------------|-----------------|
| <u>Route</u> | <u>School</u> | <u>Cost</u> | <u>Surcharge</u> | <u>Dates</u> |
| B549 | Chapel Hill Academy | \$8704.00 | \$261.12 | 11/11/19-6/2020 |

2. Approve an agreement with Di Cara Rubino Architects to provide the following services for a total amount of \$23,000.00:

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

- A. Roof Replacement – Haskell School, Sections D, E, F & G
 - 1. Construction Documents \$17,000.00
 - 2. Bidding and Award \$ 2,000.00
 - 3. Contract Administration \$ 4,000.00
 - 4. Plus reimbursable expenses billed in addition to the fees indicated above

- 3. Approve an agreement with Di Cara Rubino Architects to provide professional services for boiler replacement at Haskell School (as part of an ESIP program) for a total amount of \$56,500.00:

- A. Boiler Replacement – Haskell School
 - 1. NJDOE Application \$2,000.00
 - 2. Construction Documents \$39,000.00
 - 3. Bidding and Award \$ 3,000.00
 - 4. Contract Administration \$ 12,500.00

Facilities/Transportation #1-3

| | | | |
|---------------------------|------------|------------------------------|----------------|
| MOTION: Mr. Camisa | | SECOND: Ms. Henderson | |
| BOARD MEMBER | YES | NO | ABSTAIN |
| Mr. Barnhardt (Robert) | X | | |
| Ms. Bruenjes (Carolyn) | X | | |
| Mr. Camisa (Nicholas) | X | | |
| Mr. Hain (Barry) | X | | |
| Ms. Henderson (Suzanne) | X | | |
| Mr. McFarlane (Richard) | X | | |
| Ms. Spadaccini (Jennifer) | X | | |
| Mr. Tully (Richard) | X | | |
| Ms. Demetriou (Angela) | X | | |

D. PERSONNEL/MANAGEMENT

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools, approves the following personnel/management resolutions:

- 1. Approve the following substitute teachers for the 2019/2020 school year pending criminal history and receipt of required documents:
 - Avery Berry County Certified
 - Jakarhi Walker County Certified
 -

- 2. Approve the following substitute secretary for the 2019/2020 school year pending criminal history and receipt of required documents:

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

- Marianne Gulino
3. Approve the following as School District Liaison to Law Enforcement for the 2019/2020 school year:
 - Kenneth Doolittle
 - Charles Frick
 - Samantha Nash
 - Alyson Puzzo
 4. Approve the following Ramapo College student teachers for 2 hours a week for 13 weeks between January 1, 2020 through May 31, 2020:
 - Dana DeBel with Colleen Gaudreau, Wanaque School Kindergarten
 - Michelle Durocher with Stephanie Dale, Haskell School 3rd Grade
 - Kiara Espinol with Dena Mahoney, Wanaque School 1st Grade
 - Vanessa Messina with Deborah Caputo, Haskell School 2nd Grade
 5. Approve Kyle McKenna, student teacher, William Paterson University, with Jessica Hanczaryk, Haskell School 3rd from January 2, 2020 through May 31, 2020 3 days a week then September 1, 2020 through December 30, 2020 5 days a week.
 6. Approve the SCIP Committee Members for the 2019/2020 school year:
 - WANAQUE SCHOOL
 - Charles Frick
 - Alyson Puzzo
 - Dena Mahoney
 - Heather Oguss
 - Courtney Krup
 - HASKELL SCHOOL
 - Kenneth Doolittle
 - Brett Biggins
 - Canaan Bump
 - Deborah Caputo
 - Laura Morton
 - Peter Lesler
 - Sharon Shemeley
 7. Approve **Corrine Norton**, Leave Replacement (Unaffiliated), 1st Grade, Haskell School beginning on or about January 21, 2020 through June 5, 2020 at MA step 1 of the WBEA guide at an annual salary of \$63,130.00 which will be pro-rated pending completion of criminal history and Chapter 5 background checks.
 8. Approve family leave for Employee #4169 using paid sick days beginning February 20, 2020 through April 23, 2020, followed by 6 weeks FMLA/FLA from April 24, 2020 through June 26, 2020 with an anticipated return date of September 1, 2020.

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

9. Approve **Alexa Case**, Guidance, Leave Replacement (Unaffiliated) for Employee #4134 beginning January 1, 2020 through June 30, 2020 at MA step 1 of the WBEA guide at an annual salary of \$63,130.00 which will be pro-rated.
10. Approve **Elizabeth Conroy**, Guidance, beginning January 1, 2020 through June 30, 2020 at MA step 1 of the WBEA guide at an annual salary of \$63,130.00 which will be pro-rated.
11. Approve curriculum writing to be reimbursed by the NJDOE-NJTSS-ER Grant for the following not to exceed 20 hours each:
 - Nicole Hayes
 - Lauren Swiggit
 - Deborah Caputo
 - Tara DuHaime
 - Stephanie Dale
 - Gina Berry

Personnel/Management #1- 11

| | | | |
|-------------------------------|------------|---------------------------|----------------|
| MOTION: Ms. Spadaccini | | SECOND: Mr. Camisa | |
| BOARD MEMBER | YES | NO | ABSTAIN |
| Mr. Barnhardt (Robert) | X | | |
| Ms. Bruenjes (Carolyn) | X | | |
| Mr. Camisa (Nicholas) | X | | |
| Mr. Hain (Barry) | X | | |
| Ms. Henderson (Suzanne) | X | | |
| Mr. McFarlane (Richard) | X | | |
| Ms. Spadaccini (Jennifer) | X | | |
| Mr. Tully (Richard) | X | | |
| Ms. Demetriou (Angela) | X | | |

E. POLICY

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, approves the following policy resolutions:

1. **Second Reading**

| | |
|----------|--|
| P5330.04 | Administering an Opioid Antidote (M) (Revised) |
| P9400 | Media Relations (Revised) |

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

2. Adoption of Regulations

| | |
|----------|--|
| R5330.04 | Administering an Opioid Antidote (M) (New) |
|----------|--|

Policy #1- 2

| | | | |
|---------------------------|-----------------------|-----------|----------------|
| MOTION: Mr. Camisa | SECOND: Mr. Barnhardt | | |
| BOARD MEMBER | YES | NO | ABSTAIN |
| Mr. Barnhardt (Robert) | X | | |
| Ms. Bruenjes (Carolyn) | X | | |
| Mr. Camisa (Nicholas) | X | | |
| Mr. Hain (Barry) | X | | |
| Ms. Henderson (Suzanne) | X | | |
| Mr. McFarlane (Richard) | X | | |
| Ms. Spadaccini (Jennifer) | X | | |
| Mr. Tully (Richard) | X | | |
| Ms. Demetriou (Angela) | X | | |

F. **NEGOTIATIONS/EMPLOYEE RELATIONS** – No Motions

G. **COMMUNICATIONS/PUBLIC RELATIONS** – No Motions

H. **TRI-DISTRICT** – No Motions

I. **OLD/NEW BUSINESS**

BE IT RESOLVED, that the Wanaque Board of Education, upon the recommendation of the Superintendent of Schools, approves the following old/new business resolutions:

- The Wanaque Board of Education acknowledges the \$129.00 donation from Mr. Marty Fein towards the lunch program.
The Wanaque Board of Education accepts the above donation and wishes to express its gratitude and thanks for this donation.
- Approve the formation of the Wanaque School District Ski Club.

Old/New Business #1-2

| | | | |
|------------------------|------------------------|-----------|----------------|
| MOTION: Mr. Camisa | SECOND: Ms. Spadaccini | | |
| BOARD MEMBER | YES | NO | ABSTAIN |
| Mr. Barnhardt (Robert) | X | | |
| Ms. Bruenjes (Carolyn) | X | | |

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 17, 2019

| | | | |
|---------------------------|---|--|--|
| Mr. Camisa (Nicholas) | X | | |
| Mr. Hain (Barry) | X | | |
| Ms. Henderson (Suzanne) | X | | |
| Mr. McFarlane (Richard) | X | | |
| Ms. Spadaccini (Jennifer) | X | | |
| Mr. Tully (Richard) | X | | |
| Ms. Demetriou (Angela) | X | | |


X. **Public Comment**
No questions or comments

XI. **Executive Session**

XII. **Adjournment**

Motion to adjourn made at 7:28 by Ms. Spadaccini and seconded by Mr. Tully. All in favor.

Respectfully submitted,



Nancy Di Bartolo
Board Secretary