

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

The Regular Meeting of the Wanaque Board of Education was held via a virtual platform on Tuesday, December 15, 2020 at 6:30 pm.

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 November 17, 2020 via email and the Herald News on November 17, 2020 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 November 17, 2020.

ADDENDUM TO THE ADEQUATE NOTICE PUBLIC STATEMENT DUE TO THE PUBLIC HEALTH EMERGENCY

In view of the COVID-19 public health emergency, the emergency orders and directives at the federal, State and local levels, and consistent with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., as amended by P.L.2020, c.11, ("OPMA") the Wanaque Board of Education is conducting this meeting, originally designated to take place at the Haskell Elementary School, remotely using video and/or telephone conferencing technology. The public has been advised of this venue and format change and instructions have been provided in order to access the meeting and to participate during the public comment section(s) of the meeting.

You will need to dial-in/login to the remote meeting platform(s) in order to attend the remote meeting. P.L. 2020, c.11, which permits remote conduct of meetings, was signed into law by Governor Murphy on Friday, March 20, 2020, effective immediately. The Board recognizes the importance of open transparency and public access and participation in its work. In view of the current crisis and the brave new world in which we live, the Board asks all citizens to bear with us as we work to meet the health, safety, welfare, and educational needs of our students, staff and all members of the Wanaque community.

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. Reid (Erika)	X	
Mr. Velante (Jason)	X	

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

Attendance

Mr. Mooney, Interim Superintendent of Schools
Ms. Di Bartolo, Business Administrator
Mr. Weiss, Board Attorney
Mr. Cordileone, Educational Consultant
Mr. Hache, Technology Specialist
Ms. Molly Rieth, Confidential Secretary
Public 26

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.

Ms. Demetriou thanked everyone in attendance this evening and wished them Health and Happiness during this Holiday Season.

Ms. Demetriou thanked Ms. Henderson for serving on the board and read some of the accomplishments achieved in the past three years:

Approval of ESIP project which will allow us to:

- Replace boilers with energy efficient state of the art boilers.
- Replace Lighting with LED lighting
- Install Solar Panels

Completion of several roof replacements at both Haskell and Wanaque School

Technology/Security:

- Installation of additional Security Cameras
- Expanded WiFi
- New Door Swipe Security System
- Lockdown Emergency Notification System (LENS)

Curriculum:

- Fountas & Pinnell materials
- Lucy Calkin Units of Study
- iReady – Language Arts
- Seven Habits of Highly Effective Teens
- Increased Chromebook count to 1140
- Established an Instrumental Music Program

Professional Development

Orton Gillingham Training

Mr. Mooney listed the committee's Ms. Henderson has served on over the past three years and said that she has been a critical member of the board with her expertise in building and construction. She always has a positive attitude and only wants the best for the students.

Ms. Henderson thanked everyone and said she has enjoyed working with the board.

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

III. Superintendent’s Report

- Mr. Cordileone - NJQSAC DPR’s Presentation

Mr. Mooney thanked Mr. Cordileone for working so hard over the past year to prepare for QSAC.

Ms. Demetriou thanked the Administration for all their work which has been a tremendous endeavor,

Mr. Cordileone spearheading it has made a difficult task much more simplified.

- COVID Update – Haskell School is closed for cause not for a preemptive reason. We are still confident that school is the safest place for the students. The state is at a high level of Covid activity. Most cases are starting at home which is hard to control between family members.

Four snow days are in our school calendar. If we go over the four days we will need to go virtual but for now it is important for the students emotional health to get a break, go outside and play in the snow.

Personnel resolution #4 is important due to a new law “Handle with Care” which gives police permission to inform one of the liaison’s of a domestic situation that may have taken place over the weekend or the evening before, etc.

Finally, I would like to wish everyone a Happy, Healthy Holiday Season. It has been a tough year and I hope 2021 eases the burden.

- Enrollment numbers November 2020

Haskell School	383
Wanaque School	478
OOD	<u>15</u>
Total	876

IV. Committee Reports

- A. Curriculum/Instruction – Mr. Hain stated we are approving a contract for Audiological Services and workshop attendance for staff.
- B. Finance/Budget – Mr. Barnhardt said Mr. Cordileone covered what the committee discussed regarding QSAC. We also discussed the approval of the revised SOP Manual which is also part of QSAC, 2021/2022 budget status, the ASSA Report, the enrollment is down by 13 students and we are already facing a state aide reduction of approximately \$400,000.
- C. Facilities/Transportation – Mr. Mooney explained that Mr. Mullanaphy, Supervisor of Buildings and Grounds, gave his report at the committee meeting. He received 15 help desk orders mostly pertaining to the temperature in the classrooms. The Chief of police stopped in the office today to sign the Memorandum of Agreement between the Wanaque Police Department and the District so we can send it to the County. The Health and Safety Checklist is on the agenda for approval.
- D. Personnel/Management – Mr. McFarlane thanked Lynn Schoenfeld for her years of service and said all agenda items were discussed by the committee.
- E. Policy – Mr. Velante gave a summary of the following:
P2431 – Athletic Competition – Most of this policy and some of the regulation deal with High School athletics and NJSIAA standards. The only section we need to deal with is on page 5 of 6 requiring the establishment and implementation of an Emergency Action

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

Plan for serious athletic and sports related injury. The regulation involves a series of procedures related to the Emergency Action Plan for serious injury.

P6440 – Cooperative Purchasing – There are only minor revisions to this policy with no substantive changes.

P6470.01 – Electronic Funds Transfer and Claimant Certification – The District uses this payment method in a very limited fashion, including: Debt Service Payments, Health Benefit Payments, Payroll and Pension payments to name a few. School districts are limited in what they are allowed to use this payment method for. Additionally, this policy and regulation require segregated duties which would suggest that the Superintendent and the Board President would sign off on the weekly reports of EFT payments. We would only be using this method for things that are permitted by law.

P7440 – School District Security – This is a policy and regulation requiring an annual safety audit at each school, the completion of a confidential security check list and the appointment of a School Safety Specialist.

P7450 – Property Inventory – This policy defines a supply as an item under \$2000 and equipment as being \$2000 and over. In the summer, a vendor entitled Acclaim comes into the District and updates the inventory for both supplies and equipment. We are not required to inventory supplies such as Chromebooks but the District does anyway.

P7510 – Use of School Facilities – This is a policy and regulation requiring that organizations who sponsor and operates a program in a District school building before or after hours, are provided with information and training on the School District's practices and procedures on school safety and security, including non-confidential information on school building security drills, evacuation procedures, and emergency response protocols. It is the responsibility of the organization that sponsors the youth program to train the program's employees and volunteers on school security and emergency procedures in the school building where the youth program is located. The organization shall submit a statement of assurance to the District indicating this training has been completed.

The policy also establishes 3 classifications of users. The first being school related activities, the second being municipal and community related organizations and the third being private or church groups. Political organizations will not be permitted to use facilities. Additionally, the cost structures have been established in the regulation - custodian \$50/hour and the use of space of classroom or gymnasium space at \$100/use.

P8420 – Emergency and Crisis Situations – This policy requires the administration to train substitutes and other individuals working in the building on emergency and crisis situations. It includes procedures for security drills, evacuation procedures and emergency response protocols.

P8561 – Procurement Procedures for School Nutrition Programs – Nancy Di Bartolo and Molly Rieth worked with the staff from Pomptonian to ensure that all procurement procedures and guidelines for the School Nutrition Program were identified in the policy. Additionally, Pomptonian developed a tabbed manual for procurement procedures that can be used by the administration for reference purposes.

P2510 – Adoption of Textbooks – In reviewing the QSAC guidelines we noticed that the policy for the adoption of textbooks needed to be reviewed. It was determined that no changes were needed but we should note that the document was reviewed and reapproved on December 15, 2020.

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

R5533 – Pupil Smoking – There is no need for adjustments to this policy; however, the regulation has been revised to include current language related to the prohibition of items such as cigars, smokeless tobacco, snuff, vaping devices, etc.

- F. Negotiations/Employee Relations – N/A
- G. Communications/Public Relations – N/A
- H. Tri-District – N/A

V. Business Administrator’s Report

Ms. Di Bartolo stated that we received the funding for ESIP through US Bank at 2.15% Interest Rate for the \$1.6 Million at an annual cost of approximately \$137,000 over 15 years. We will be saving on the electric and gas and using that money to pay the loan. The second December payroll is not in this bills list so there will be a revised bills list in January. Just a reminder that the Reorganization Meeting will be on January 5, 2021 at 7 PM. Have a Happy and Healthy break.

VI. Approval of Minutes

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

November 24, 2020		Regular Meeting Minutes	
MOTION: Mr. Barnhardt		SECOND: Mr. Hain	
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Left meeting at 7:12		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Mr. McFarlane (Richard)	X		
Ms. Reid (Erika)	X		
Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

VII. Correspondence

- a. School Digest-November 2020

VIII. Public Comment

Public Comment opened at 7:20 PM

No questions or comments.

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

Public Comment closed at 7:21 PM

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 submission of the School Year 2020-2021 DPR (District Performance Review).
3. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Contract for a State Responsible Student with the **State of New Jersey** for Student #714822 for the 2020/2021 commencing July 1, 2020 through June 2021 (200 days) at a tuition cost of \$427.82 per diem (\$85,564.00) and a transportation cost of \$158.00 per diem (\$31,600.00).
4. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the Contract for Services for student #714445 with the **Bergen County Special Services School District** for the 2020/2021 school for 7 hours of audiological services at a rate not to exceed \$1,316.00.

Curriculum #1-4

MOTION: Mr. Hain	SECOND: Mr. McFarlane		
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Left meeting at 7:12		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Mr. McFarlane (Richard)	X		
Ms. Reid	X		
Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

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 For November 2020	- Ms. Nancy DiBartolo Business Administrator/Board Secretary
Treasurer’s (A149) Report For November 2020	- Mr. Robert P. Mooney 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 2020 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 the payment of the bills and claims for December, 2020:**

10/11	General Current Expense	\$1,026,314.22
20	Special Revenues	\$ 54,754.09
30	Capital Project	\$ 8,774.00
40	Debt Service	\$
	Total	\$1,089,842.31

4. Approve the necessary **transfers** for the month of **November 2020** to achieve the thoroughness standards of the State of New Jersey and of the District for the current year.

5. Approve the revised **Standard Operating Procedures Manual**.

Finance/Budget #1-5

MOTION: Ms. Bruenjes	SECOND: Mr. McFarlane		
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Left meeting at 7:12		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Mr. McFarlane (Richard)	X		

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

Ms. Reid (Erika)	X		
Mr. Velante (Jason)	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 approves the following facilities/transportation resolutions:

1. Approve the 2021 Memorandum of Agreement (MOA) between the Wanaque Police Department and the Wanaque Public School District.
2. Approval of Submission of the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance School Year 2020-21.
3. Pursuant to PL 2015, Chapter 47 the Wanaque Board of Education approves the 2020/2021 Services Agreement with **Northern Region Educational Services Commission** for the following routes, at a total cost of \$162,982.90.

<u>Route</u>	<u>School</u>	<u>Cost</u>	<u>Surcharge</u>	<u>Dates</u>
100	Windsor Learning Ctr.	\$21,850.00	\$ 655.50	11/9/20-June 2021
987	Shepard School	\$32,890.00	\$ 986.70	11/2/20-June 2021
991	Wanaque School	\$56,723.00	\$1,701.69	11/10/20-June 2021
992	Wanaque School	\$46,767.00	\$1,403.01	11/19/20-June 2021

Facilities/Transportation #1-3

MOTION: Ms. Henderson	SECOND: Ms. Bruenjes		
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Left meeting at 7:12		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Mr. McFarlane (Richard)	X		
Ms. Reid (Erika)	X		
Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

Ms. Demetriou explained that the superintendent search will begin in January when the new board is in place. An email will be sent with available dates.

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

Mr. Mooney explained that Mrs. Schoenfeld has been with the Wanaque District since 1986 as a Resource Room Teacher, Self-Contained Teacher, Special Education Co-Teacher, and currently as a Virtual Teacher. “We would like to wish Mrs. Schoenfeld a long, happy, healthy and safe retirement.”

Ms. Demetriou read the Personnel/Management resolution #1 and thanked Mrs. Schoenfeld.

Ms. Bruenjes thanked Mrs. Schoenfeld and wished her the best of luck in her retirement.

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. **WHEREAS, Lynne Schoenfeld** has dedicated herself to the Wanaque School District for 33 years as a Teacher; displaying an unselfish commitment to our children; exemplifying the ideals of professionalism and the standard of excellence, and **WHEREAS**, the Wanaque School District Board of Education, together with its citizens, wishes to acknowledge exemplary service that **Lynne Schoenfeld** has provided our children,
NOW, THEREFORE, BE IT RESOLVED that the Wanaque School District Board of Education does hereby extend its appreciation and gratitude to **Lynne Schoenfeld** in recognition of her exemplary service to our school district.
2. Approve, with regret, the resignation of **Kristin Karabinos** effective December 8, 2020.
3. Approve the Letter of Agreement for Shared Services with **Northern Region Educational Services Commission** to provide Speech, Occupational Therapy, Physical Therapy, Educational and Psychological Evaluations for the 2020/2021 School Year at a rate of \$375.00 per evaluation effective September 1, 2020.
4. Approve the following as School District Liaison to Law Enforcement for the 2020/2021 school year:
 - Kenneth Doolittle
 - Charles Frick
 - Samantha Nash
 - Alyson Puzzo
 - Alexa Case
 - Tess Pastor
5. Approve the SCIP Committee Members for the 2019/2020 school year:
 - WANAQUE SCHOOL
 - Charles Frick
 - Alyson Puzzo
 - Dena Mahoney
 - Heather Oguss

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

Courtney Krup

- HASKELL SCHOOL
Kenneth Doolittle
Brett Biggins
Canaan Bump
Deborah Caputo
Laura Morton
Peter Lesler
Sharon Shemeley

6. Approve unpaid family leave for **Employee #4859** beginning December 7, 2020 through January 29, 2021 with an anticipated return date of February 1, 2020.
7. Approve family leave for **Employee #4567** using paid sick days beginning January 31, 2021 through March 30, 2021 then 12 weeks of unpaid FMLA/FLA from March 31, 2021 through June 23, 2021 followed by an unpaid extended leave of absence for the remainder of the 2020/2021 school year with an anticipated return date of September 1, 2021.
8. Approve medical leave for **Employee #4152** using sick days September 29, 2020 through January 29, 2021.
9. Approve **Hannacy Gurbisz**, Leave Replacement (unaffiliated) for employee #4152, Kindergarten, Wanaque School, December 16, 2020 through January 29, 2021, BA step 1 of the WBEA guide for an annual salary of \$58,295.00 pro-rated.
10. Approve **Kyle McKenna**, Instructional Assistant, Haskell School, effective December 11, 2020 through June 30, 2021 at an annual salary of \$33,817.00 pro-rated.

Personnel/Management #1-10

MOTION: Mr. Velante	SECOND: Ms. Henderson		
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Left meeting at 7:12		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Mr. McFarlane (Richard)	X		
Ms. Reid (Erika)	X		
Mr. Velante (Jason)	X		

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

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

P0164.6	Remote Public Board Meeting During a Declared Emergency (M) (New)
P1620	Administrative Employment Contracts (M) (Revised)
P5330.05	Seizure Action Plan (M) (New)
P1648	Restart and Recovery Plan
P1648.02	Remote Learning Options for Families (M) (New)
P1648.03	Restart and Recovery Plan – Full-Time Remote Instruction (M) (New)

2. First Reading

P2431	Athletic Competition (M) Revised
P6440	Cooperative Purchasing (M) (Revised)
P6470.01	Electronic Funds Transfer and Claimant Certification (M) (New)
P7440	School District Security (M) (Revised)
P7450	Property Inventory (M) (Revised)
P7510	Use of School Facilities (M) (Revised)
P8420	Emergency and Crisis Situations (M) (Revised)
P8561	Procurement Procedures for School Nutrition Programs (M) (Revised)
P2510	Adoption of Textbooks (Reviewed)

3. Adoption of Regulations

R5330.05	Seizure Action Plan (M) (New)
----------	-------------------------------

Policy #1-3

MOTION: Mr. Velante	SECOND: Mr. McFarlane		
BOARD MEMBER	YES	NO	ABSTAIN
Mr. Barnhardt (Robert)	X		#2 P8561
Ms. Bruenjes (Carolyn)	X		
Mr. Camisa (Nicholas)	Left meeting at 7:12		
Mr. Hain (Barry)	X		
Ms. Henderson (Suzanne)	X		
Mr. McFarlane (Richard)	X		
Ms. Reid (Erika)	X		

WANAQUE BOARD OF EDUCATION – REGULAR MEETING DECEMBER 15, 2020

Mr. Velante (Jason)	X		
Ms. Demetriou (Angela)	X		

F. NEGOTIATIONS/EMPLOYEE RELATIONS – N/A

G. COMMUNICATIONS/PUBLIC RELATIONS – N/A

H. TRI-DISTRICT – N/A

I. OLD/NEW BUSINESS – N/A

X. Public Comment

Public Comment opened at 7:29 PM

No questions or comments.

Public Comment closed at 7:30 PM

XI. Executive Session – N/A

Ms. Demetriou wished everyone a Happy, Healthy, Safe Holiday and Best Wishes for the New Year.

XII. Adjournment

Motion to adjourn made at 7:30 by Mr. Hain and seconded by Mr. McFarlane. All in Favor.

Respectfully submitted,

Nancy DiBartolo
Board Secretary