

**WOODCLIFF LAKE BOARD OF EDUCATION**  
**REGULAR PUBLIC BUSINESS MEETING**  
Thursday, February 10, 2022

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**RESOLUTIONS**

**CALL TO ORDER**

**OPENING STATEMENT OF PUBLIC MEETING BY BOARD VICE-PRESIDENT**

**SALUTE TO FLAG**

**ROLL CALL**

**PUBLIC RESPONSE TO RESOLUTIONS**

An opportunity for members of the public to comment or offer questions on the resolutions before the Board.

**NEW BUSINESS**

1. **Workshop and Training:** The Board approved the purchase of materials, services and training on Diversity, Equity and Inclusion.
2. **Furniture Purchase:** The Board approved the purchase of furniture and materials.
3. **Music Program Consultant:** The Board approved a music Consultant.
4. **Special Education Medicaid Initiative (SEMI) Program:** The Board approved a resolution to authorize the Chief School Administrator to submit to the Bergen County Executive Superintendent of schools a request for a waiver of the requirements of NJAC 6A:23A-5.3 for the 2022-2023 school year.
5. **Woodcliff Lake Education Association Contract:** The Board approved the successor and terms of the CNA for the 2021-2022 through 2023-2024 school year.
6. **2022-2023 District Calendar:** The Board adopted the 2022-2023 School calendar.
7. **Travel and Conferences:** The Board approved conferences for staff employees for professional improvement or development.
8. **Resignation:** The Board accepted the resignation, for the purpose of retirement, of Staff I.D. No. 0141 effective March 1, 2022.
9. **Movement on the Guide:** The Board approved the placement of two staff members on the higher salary guide effective March 1, 2022.
10. **Approved Leave:** The Board approved unpaid leave of Staff I.D No. 2526, effective February 28, 2022 through April 5, 2022.

**11. Teacher Mentoring:** The Board approved the mentoring arrangements and payroll deductions from the mentored teacher's salary for the 2021-2022 school year.

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**12. Employment:** The Board approved the employment of two substitute nurses.

**13. Employment:** The Board approved the revised employment of an outside contractor.

**14. Termination:** The Board accepted the termination of Staff I.D. No. 2658, effective February 15, 2022.

### **BUSINESS/FINANCIALS**

**15. Purchase Orders:** The Board approved the list of purchase orders for the month of December.

**16. Expenditure/Transfer Reports:** The Board collectively certified the expenditures of the district for the month of December 2021 to be within the guidelines and to approve the Transfer Report for the month of December 2021.

**17. Board Secretary/Treasurer's Monthly Reports:** The Board approved the Board Secretary and School Treasurer's Monthly Report for the month of December 2021.

**18. Budget Transfers:** The Board approved budget transfers within the 2020/2021 budget.

**19. Approval of Minutes:** The Board approved the Meeting Minutes of the Regular Public Business Meeting Minutes of January 20, 2022.

**20. Executive Session:** The Board adjourned to executive session to discuss a litigation matter.

### **ADJOURNMENT**

MINUTES OF THE REGULAR PUBLIC BUSINESS MEETING  
WOODCLIFF LAKE BOARD OF EDUCATION  
FEBRUARY 10, 2022

Meeting called to order at 7:00 P.M. in the Woodcliff Middle Board Office Conference Room by Vice-President Saks.

STATEMENT OF PUBLIC MEETING NOTICE, by Vice-President Saks:

"This is a Regular Public Business Meeting - Executive Meeting of the Board of Education of the Borough of Woodcliff Lake. Adequate Notice of this Public Meeting and Executive Meeting setting forth time, date and location, has been provided in accordance with the requirements of the Open Public Meetings Act by:

1. Prominently posting a copy on the bulletin board in the lobby of the office of the Board of Education, which is a public place reserved for such announcements, on January 14, 2022;
2. Placing a Legal Ad in the Ridgewood News and The Herald News on January 14, 2022;
3. Filing a copy of the notice with the Borough Clerk on January 14, 2022."

PRESENT: Mrs. Espinosa, Mrs. Giblin\*, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.

\*Arrived at 8:48 P.M.

ABSENT: Mr. Hoffman.

ALSO PRESENT: Mrs. Barbelet, Mr. Lynaugh and members of the community.

MEETING OPENED TO THE PUBLIC FOR QUESTIONS/COMMENTS ON RESOLUTIONS (7:01 P.M.- 7:02 P.M.)

Mrs. Mendler - Thanked the Board of Education for masks being optional in the school district. She inquired about faculty rollout of masks.

RESOLUTIONS FOR ADOPTION

**1)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education, upon the recommendation of the Superintendent, approves the purchase of workshop materials and services (staff & parent), along with training on Diversity, Equity & Inclusion, by **Melle Powers/Powerful Communications** not to exceed \$15,000; and,

BE IT RESOLVED that this is an educational service exempt from public bidding in accordance with N.J.S.A. 18A:18A-5; and,

FURTHER BE IT RESOLVED, that the funds to procure these services are through the **ESSER II and/or ESSER III grants**.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.

"NOES" - None.

"ABSTAIN" - None.

**2)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education, upon the recommendation of the Superintendent, approves the purchase of furniture and materials from **High Point** (High Point NJ State Contract No. A81621) not to exceed \$22,097.00; and,

BE IT RESOLVED that the Woodcliff Lake Board of Education, upon the recommendation of the Superintendent, approves the purchase of furniture and materials from **Lee Distributors, Inc.** not to exceed \$5,876.00; and,

BE IT RESOLVED that the Woodcliff Lake Board of Education, upon the recommendation of the Superintendent, approves the purchase of furniture and material from **Moving Minds** not to exceed \$1,700.00; and,

BE IT RESOLVED that the Woodcliff Lake Board of Education, upon the recommendation of the Superintendent, approves the purchase of materials from **School Specialty** not to exceed \$800.00; and,

BE IT RESOLVED that this is an educational service exempt from public bidding in accordance with N.J.S.A. 18A:18A-5; and,

FURTHER BE IT RESOLVED that the funds to procure these materials are through **CRRSA ESSER II Grant Funding for Mental Health Supplies**.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.

"NOES" - None.

"ABSTAIN" - None.

RESOLUTIONS FOR ADOPTION

**3)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby appoint Robert Santen as a **Music Program Consultant** at a per diem rate of \$250.00 per day for up to ten days (not to exceed \$2,500.00); and,

FURTHER BE IT RESOLVED that payment to be made upon completion of work and submission of approved vouchers.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

**4)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

**Whereas**, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the **Special Education Medicaid Initiative (SEMI) Program** for the **2022-2023** school year; and,

**Whereas**, the Woodcliff Lake Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students; and,

**Now Therefore Be It Resolved** that the Woodcliff Lake Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Bergen a request for a waiver of the requirements of NJAC 6A:23A-5.3 for the **2022-2023** school year.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

RESOLUTIONS FOR ADOPTION

**5)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

WHEREAS, the Woodcliff Lake Board of Education (hereinafter referred to as the "Board") and the Woodcliff Lake Education Association (hereinafter referred to as the "WLEA") have negotiated a successor Collective Negotiations Agreement (hereinafter referred to as the "CNA") for the **2021-2022** through the **2023-2024 school year**; and

WHEREAS, the WLEA has, by a majority vote of its membership, ratified the CNA.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the terms of the CNA for the **2021-2022** through the **2023-2024** school year, which is attached to this Resolution and made a part hereof; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator, Board Secretary to execute, on behalf of the Board, the CNA by and between the Board and the Woodcliff Lake Education Association.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

**6)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby **ADOPT** the **2022-2023 SCHOOL CALENDAR** (copy appended to and made a part of these minutes).

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

RESOLUTIONS FOR ADOPTION

7) MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby approve, upon the recommendation of the Superintendent of Schools and the School Business Administrator, the following Training for the staff members indicated below for professional improvement or development:

Name: Nicole Hreno  
Conference: Bureau of Education and Research  
What's New in Young Adult Literature?  
Location: Online Live Webinar  
Date: April 25, 2022  
Cost: \$279.00

Name: Jen Feraro  
Conference: Bureau of Education and Research  
What's New in Young Adult Literature?  
Location: Online Live Webinar  
Date: April 25, 2022  
Cost: \$279.00

Name: Gus Quies  
Conference: Combating Mold in Buildings  
Location: Virtual  
Date: February 9-10, 2022  
Cost: \$285.00

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

8) MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby accept the resignation for the purpose of retirement, of Staff I.D. No. 0141 effective March 1, 2022.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

RESOLUTIONS FOR ADOPTION

**9)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

WHEREAS, the following teachers have submitted proof of additional credits earned; and

WHEREAS, documents have been examined by the Superintendent of Schools and the credits have been found, by her, to meet the requirements to place the following teachers for movement on the Salary Guide as follows:

<u>TEACHER</u>	<u>FROM PRESENT 2021/2022 SALARY</u>	<u>TO ADJUSTED 2021/2022 SALARY</u>
Staff I.D. No. 2605	BA+15 Step A - \$52,576	BA+30 Step 1 - \$53,960
Staff I.D. No. 2339	BA+15 Step K - \$68,047	BA+30 Step 12 - \$72,415

NOW THEREFORE BE IT RESOLVED that the Board does hereby approve said adjustments effective March 1, 2022.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

**10** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby approve **UNPAID LEAVE** for **Staff I.D. No. 2526** from February 28<sup>th</sup>, 2022 through on or about April 5, 2022.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.



RESOLUTIONS FOR ADOPTION

**11)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby approve the following mentoring arrangements and payroll deductions from the Mentored Teacher's salary for school year 2021-2022:

<u>MENTORED TEACHER</u>	<u>MENTOR</u>	<u>MENTORING FEES</u>
Staff I.D. No. 2622	Staff I.D. No. 2405	\$550.00 (Traditional Route)

FURTHER BE IT RESOLVED that upon achieving tenure in the Woodcliff Lake School District, the Board of Education will reimburse the Mentored Teacher for the mentoring fee paid.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

**12)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby approve the appointments of Erin Connolly and Christina H. Sin as Substitute District Nurses at a rate of pay of \$240 per day (\$40.00 per hour) (work hours are 10:00 A.M. to 4:00 P.M.);

FURTHER BE IT RESOLVED that payment to be made upon completion of work and submission of approved vouchers.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

RESOLUTIONS FOR ADOPTION

**13)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that further to Resolution No. 6 approved at the Regular Public Business Meeting on September 22, 2021, the Woodcliff Lake Board of Education does hereby **Revised** the appointment of **Anita Lovallo** to serve as a **Special Education Consultant** at rate of pay of \$450.00 per day for up to two days per week until June 30, 2022; and,

FURTHER BE IT RESOLVED that payment to be made upon completion of work and submission of approved vouchers.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

**14)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby accept the termination of **Staff I.D. No. 2658** effective February 15, 2022.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

**15)** MOTION BY Ms. Espinosa, seconded by Ms. Starr, as follows:

BE IT FURTHER BE IT RESOLVED that the School Business Administrator has submitted a list of **PURCHASE ORDERS** for the month of **DECEMBER 2021** in the amount of \$193,945.28 against the 2021-2022 budget which has been properly examined and approved by an authorized member of the Board; and,

FURTHER BE IT RESOLVED that said purchase orders are hereby approved and that said lists shall be appended to and made a part of these minutes.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
"NOES" - None.  
"ABSTAIN" - None.

WOODCLIFF LAKE BOARD OF EDUCATION  
REGULAR PUBLIC BUSINESS MEETING  
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RESOLUTIONS FOR ADOPTION

**16)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

WHEREAS, N.J.A.C. 6:23-2.11 (c)3 requires monthly certifications from the School Business Administrator, Board Secretary that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a); and,

WHEREAS, the School Business Administrator has certified that no major account has been over expended and that sufficient funds are available for the remainder of the fiscal year; and

WHEREAS, all Board Members have been provided with expenditure summaries;

NOW THEREFORE BE IT RESOLVED by the members of the Woodcliff Lake Board of Education that they collectively **certify the expenditures of the district** for the month of **DECEMBER 2021** to be within the guidelines established under N.J.A.C. 6A:23-2.11(a); and further,

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby approve the **Transfer Reports** for the month of **DECEMBER 2021**; and further,

BE IT RESOLVED that copies of the **DECEMBER 2021 Reports** shall be appended to and made a part of these minutes.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.

"NOES" - None.

"ABSTAIN" - None.

RESOLUTIONS FOR ADOPTION

**17)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

WHEREAS, N.J.A.C. 6A:23-2.11(c)4 requires Certification from the district Board of Education, after review of the **Board Secretary and School Treasurer's monthly reports** that no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.11(b); and

WHEREAS, the Board Secretary and School Treasurer have submitted certified reports for the month of **DECEMBER 2021** and that said reports shall be appended to and made a part of these minutes.

NOW THEREFORE BE IT RESOLVED that the Woodcliff Lake Board of Education accepts and certifies the reports of the Board Secretary and School Treasurer for the month of **DECEMBER 2021** and that said report shall be appended to and made a part of these minutes.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
 "NOES" - None.  
 "ABSTAIN" - None.

**18)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby approve **BUDGET TRANSFERS** within the **2021/2022 BUDGET** as follows:

TRANSFERS – DECEMBER 2021					
FROM			TO		
ACCOUNT	ACCOUNT TITLE	AMOUNT	ACCOUNT	ACCOUNT TITLE	AMOUNT
11-000-291-270-98-04	MEDICAL INSURANCE	50,211	11-000-230-331-99-01	LEGAL FEES	28,211
			11-000-240-610-99-04	PRINCP TECHNOLOGY SPLS	22,000
11-000-266-420-96-13	SECURITY WCL	16,752	11-000-266-610-96-13	SECURITY SPLS WCL	16,752
11-000-291-270-98-04	MEDICAL INSURANCE	63,600	11-000-213-100-80-04	HEALTH SUBSTITUTES	33,600
			11-150-100-101-99-04	HOME INSTRUCTION	30,000
11-000-251-890-99-01	MISCELLANEOUS	1,000	11-000-251-600-99-01	BOARD OFFICE SPLS	1,000

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.  
 "NOES" - None.  
 "ABSTAIN" - None.

RESOLUTIONS FOR ADOPTION

**19)** MOTION BY Mrs. Espinosa, seconded by Ms. Starr, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education does hereby approve the following Meeting Minutes:

Regular Public Business Meeting - January 20, 2022

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.

"NOES" - None.

"ABSTAIN" - None.

**20)** MOTION BY Ms. Starr, seconded by Mr. Wolpov, as follows:

BE IT RESOLVED that the Woodcliff Lake Board of Education will adjourn to **Executive Session** for discussion of the following:

1) **Litigation Matter**

BE IT RESOLVED that the matters so discussed will be disclosed to the public as soon as and to the extent that such disclosure can be made without adversely affecting the public interest or without violation of the confidentiality of personnel.

ROLL CALL VOTE:

"AYES" - Mrs. Espinosa, Mrs. Maniscalco, Mrs. Saks, Ms. Starr, Mr. Wolpov.

"NOES" - None.

"ABSTAIN" - None.

**SUPERINTENDENT'S REPORT**

Mrs. Barbelet discussed the following with the Board members:

- > Kindergarten registration ongoing
- > Class trips
- > Update on new teacher meetings
- > Mask update - letter sent out on February 10<sup>th</sup>
- > Harrassment, Intimidation and Bullying Report

**PUBLIC FORUM 7:30 P.M.- 7:40 P.M.**

Mr. Churchill - 17 Blueberry Drive - Inquired about mask requirements for recreational basketball.

Mrs. Margolis - 50 Heather Hill Lane - Council Liaison.

Ms. Arum - 62 Woodland Drive - Spoke on behalf of the Basketball Association.

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Motion to adjourn to Executive Session by Ms. Starr, seconded by Mr. Wolpov. Unanimous agreement to adjourn.

Meeting adjourned to Executive Session at 8:05 P.M.

Meeting reconvened to Public Session at 11:15 P.M.

There being no further business to come before the Board and no one else who wished to be heard, motion to adjourn made by Ms. Starr, seconded by Mr. Wolpov. There was unanimous agreement to adjourn the meeting at 11:18 P.M.

Sincerely,



Matthew L. Lynaugh, School Business  
Administrator, Board Secretary