

**WOOD-RIDGE BOARD OF EDUCATION
WOOD-RIDGE, NEW JERSEY 07075**

**PUBLIC MEETING AGENDA
DECEMBER 18, 2017**

Call to Order

Open Public Meeting Statement

This is a Regularly Scheduled Public Session of the Wood-Ridge Board of Education and is in compliance with the Open Public Meeting Act, Chapter 231, Public Laws of 1975, also known as the Sunshine Law. Notification has been sent to The Record. Notification has also been posted in the Wood-Ridge Borough Hall, the Wood-Ridge Memorial Library, and the Wood-Ridge Board of Education's website.

Roll Call

Executive Session -

Call to Order (reopen of public meeting)

Open Public Meeting Statement

This is a Regularly Scheduled Public Session of the Wood-Ridge Board of Education and is in compliance with the Open Public Meeting Act, Chapter 231, Public Laws of 1975, also known as the Sunshine Law. Notification has been sent to The Record. Notification has also been posted in the Wood-Ridge Borough Hall, the Wood-Ridge Memorial Library, and the Wood-Ridge Board of Education's website.

Roll Call

Superintendent's Report:

- ***Presentation(s)/Recognition(s)/Award(s):***
 - ***Students of the Month – WRJRSRHS & WRIS***
 - ***Student of the Quarter – WRJRSRHS***
 - ***Academic Scholarship Recipient***

Approval of Minutes

Upon the recommendation of the Superintendent, the Board of Education approved the minutes of the following meeting:

Executive Session: November November 6, 2017

Work Session: November 6, 2017

Executive Session: November 27, 2017

Public Session: November 27, 2017

Committee Reports

The Board of Education takes official action at its Business Meetings. Prior to the Board taking action at its business meetings, committee meetings are scheduled where in-depth approval occurs. At each committee meeting, the Board discusses recommendations of the Superintendent of Schools and other relevant items. Committee approval authorizes resolutions to be placed on the agenda of the next appropriate business meeting and/or possible formal action.

At the Board of Education's committee meetings, no formal action is taken. The typical schedule of meetings is as follows:

Type of Meeting

Members

Curriculum & Instruction

Mr. Christopher Garvin, Chairman
Mr. Robert Valenti
Mr. Nicholas Cipriano
Dr. Sue DeNobile

Personnel

Mr. Joseph Biamonte, Chairman
Mr. Albie Nieves
Mr. Nicholas Cipriano

Policy

Mr. Thomas Schmidt, Chairman
Mr. Albie Nieves
Mr. Nicholas Cipriano

Buildings & Grounds

Mr. Robert Valenti, Chairman
Mr. Joseph Biamonte
Mr. Nicholas Cipriano
Mrs. Jenine Murray

Finance

Mr. Christopher Garvin, Chairman
Mr. Albie Nieves
Mr. Nicholas Cipriano
Mrs. Jenine Murray

(Each of these meetings may include an Executive Session for the Discussion of Approval of matters that may be appropriate for Executive Session.)

New Business – Items for Discussion

Hearing of Citizens (Resolutions Only)

Consent Agenda

Communications

Unfinished Business

Hearing of Citizens

Adjournment

TABLE OF CONTENTS

<u><i>CURRICULUM & INSTRUCTION</i></u>	<u><i>PAGE</i></u>
C&I 1 (M) Approval to Amend OT/PT Therapy Rate	7
C&I 2 Approval of Related Services	7
C&I 3 Approval of OT Re-Evaluation	7
C&I 4 Approval of Supply Purchase	7
C&I 5 Approval for Termination of Out of District Placement	8
C&I 6 (M) Approval for Termination of Out of District Placement	8
C&I 7 (M) Approval of Professional Development Request	8
C&I 8 (M) Approval of Field Trip Requests	8
C&I 9 Approval of Mentor	9
C&I 10 (M) Approval of Internship Request	9
C&I 11 (M) Approval of Student Teachers	9
C&I 12 (M) Approval of the QSAC Interim Review Placement	10
C&I 13 Approval of CST Online WPPSI IV Scoring Subscription	10
C&I 14 Approval for CST Home Instruction Placement	10
<u><i>PERSONNEL</i></u>	<u><i>PAGE</i></u>
P1 Approval of Title I Extended Day Remediation Program Appointments - <i>Doyle</i>	11
P2 Approval of Title I Extended Day Remediation Program Appointments - <i>WRIS</i>	12
P3 (M) Approval of Title I Extended Day Remediation Program Appointments – WRJRSRHS	12
P4 Approval of Extended School Day Services Appointment - <i>Doyle</i>	13
P5 Approval of Co-Curricular Activity Appointments - <i>Doyle</i>	13

P6 (M) Approval of Appointment of Long-Term Replacements	14
P7 (M) Approval of Personnel Appointments	14
P8 (M) Approval of Coaching Appointment	15
P9 Approval of Request for Leave of Absences	15
P10 Approval to Accept Resignation	15
P11 Approval of CARE Personnel Appointments	16
P12 (M) Approval of Appointment of Substitute	16
P13 Approval for CST LDTC Mentor/ Evaluator	16

POLICY **PAGE**

POL 1 (M) Approval of Regulation(s)	16
--	----

BUILDINGS & GROUNDS **PAGE**

None at this time	17
--------------------------	----

FINANCE **PAGE**

F 1 (M) Approval of Bills List	17
F 2 (M) Approval of Monthly Financial Reports	17
F 3 (M) Approval of Certification of Balance Budget	17
F 4 (M) Approval of Budget Transfers	17

BOARD OPERATIONS **PAGE**

BO1 (M) Approval of the 2018-2019 District School Calendar	17
BO2 (M) Approval to Appropriate Capital Reserve Funds	17
BO3 (M) Approval for Renewal of Agreement with Educational Data Services, Inc. 2018-2019	18
BO4 (M) Approval for Renewal of Consulting Agreement with E-Rate Consulting, Inc.	18

BO5 (M) Approval of Interior Renovations and Exterior Courtyard Renovations at the Wood-Ridge JR/SR High School	23
BO6 (M) Approval of Renovations to the Existing Gymnasium at the Wood-Ridge JR/SR High School	24
BO7 (M) Approval of the Lease Agreement with Atlantic Business Products	24
BO8 (M) Approval of Resolution Commending Robert (Bob) Valenti for Service as Trustee on the Wood-Ridge Board of Education	25
BO9 (M) Approval of Resolution Commending Sheila King for Service as Trustee on the Wood-Ridge Board of Education	25

**WOOD-RIDGE SCHOOL DISTRICT
WOOD-RIDGE, NEW JERSEY 07075**

PUBLIC SESSION OF DECEMBER 18, 2017

Upon the recommendation of the Superintendent of Schools and the Business Administrator, the Board of Education will approve the following:

CURRICULUM & INSTRUCTION

C&I 1 (M) Approval to Amend OT/PT Therapy Rate

BOE	School Program	Rate	Effective
M	Ridgefield School District	Amend rate for Occupational and Physical Therapy from \$100/session to \$90/session	October 2017

C&I 2 Approval of Related Services

ID#	BOE	Related Service	Effective
52006389	WR	Begin SBJC OT 2x/wk	December 1, 2017

C&I 3 Approval of OT Re-Evaluation

BOE	ID#	Type of Evaluation	Vendor	Cost
WR	52005831	Triennial Re-Evaluation	CCL Therapy	\$300

C&I 4 Approval of Supply Purchase

BOE	ID#	Product	Vendor	Cost
WR	9922	\$200 iTunes Card – to purchase education applications for iPad	Amazon	\$200

C&I 5 Approval of Termination of Out of District Placement

BOE	ID#	OOD Placement	Transportation	Effective
WR	9902	Ridgefield Slokum Skewes - Cancelled	SBJC - Cancelled	12/5/2017

C&I 6 (M) Approval for Termination of Out of District Placement/Home Programming Continuance

BOE	ID#	OOD Placement - Terminated	Related Service – To Continue	Effective
M	9931	SBJC – Lodi Campus	SBJC – Home Programming	12/5/2017

C&I 7 (M) Approval of Professional Development Request

Staff Member Attending: David Porfido

Title of Workshop: Directors of Athletics Association of New Jersey State Conference

Date(s): March 12, 2018 - March 15, 2018

Location: Atlantic City, NJ

Registration Fee: \$500 (LTI 503 Athletic Administration: Enhancing Organization Management Course) and 2018/2019 DAANJ Membership Dues & the 2018/2019 NIAAA Membership Dues)

Travel Expense(s): Not to exceed \$500

C&I 8 (M) Approval of Field Trip Requests

	Destination (include reason for trip)	Date of Trip	Teacher	Parent Chaperone	Grade	# of Students	Departure	Return
a.	Montclair University 1 Normal Avenue Montclair, NJ Students will participate in the Annual Gala Choral Showcase	2/10/18	M. Manolakakis	Mr. Johansen Ms. Lewis Ms. Markosyan	7-12	60	11 am	10:30 pm

b.	JCC 760 Northfield Avenue West Orange, NJ Live Theater “Tin Pan Alley” WR 10 th grader A. Finke is a performer	3/1/18	M. Manolakakis	Ms. Lewis Ms. Kudyen	7-12	30	8:15 am	12 pm
c.	NJ Transit Bus Parking Lot 400 Blvd. E. Weehawken NJ The Lincoln Tunnel Challenge 5K Race – National Honor Society	4/15/18	M. Garvin	n/a	11-12	15	6 am	12 pm

C&I 9 Approval of Mentor

Mentor	Teacher	Subject/Grade	Dates
Joseph LaBelle	Melissa Sukalo	Art /Pre K-3 rd	12/18/17-6/21/18

C&I 10 (M) Approval of Internship Request

Name: Melissa Papp
 Location: WR Jr. Sr. HS
 Mentor: Joseph Sutera
 Dates: 1/5/18 – 6/30/18

C&I 11 (M) Approval of Student Teachers

	Name	Grade/Subject	Teacher	Dates	Requested By:
a.	Natalie Brunetti	4/All Core	R. May/M. Romoff	1/30/18 - 5/01/18	Keith Lisa
b. M	Annmarie Secreti Felician University	9 – 12 Math	James Santangelo	Tuesdays 1/30/18 – 5/1/18	Joseph Sutera
c. M	Monica Bagan History Felician Univ.	9 - 12 History	Mallory Garvin	Tuesdays 1/30/18 – 5/1/18	Joseph Sutera

d. M	Stephanie Donah Felician Univ.	9 - 12 Science	Jonathan Hassinger	Tuesdays 1/30/18 – 5/1/18	Joseph Sutera
---------	-----------------------------------	-------------------	--------------------	------------------------------	---------------

C&I 12 (M) Approval of the Quality Single Accountability Continuum (QSAC) Interim Review Placement dated September 2017 as follows:

QSAC Areas	Initial Placement (10/2016)	Interim Review Placement (9/2017)
Instruction & Program	77%	75%
Fiscal Management	84%	84%
Governance	100%	100%
Operations	100%	100%
Personnel	100%	100%

C&I 13 Approval of CST Online WPPSI IV Scoring Subscription

Product:	WPPSI-IV Scoring with Interpretive Report
Vendor	Pearson Clinical – Q-global Web Based Administration Scoring & Reporting
Date(s):	1 – year subscription 2017-2018
Use by:	CST Department - Psychologists
Fee:	\$50

C&I 14 Approval for CST Home Instruction Placement – BOE Meeting: January, 2018

<i>BOE</i>	<i>Case #</i>	<i>Location</i>	<i>WR Instructors</i>	<i>Dates</i>
M	520061 67	Temporary Home Instruction	K. Millar <u>Up to 4hours/week @ Teacher Contracted Rate</u> English/US History	January 2 – 28, 2018
M	520061 67	Temporary Home Instruction	P. Gareri <u>Up to 2hrs/week @ Teacher Contracted Rate</u> Geometry	January 2 – 28, 2018
M	520061 67	Temporary Home Instruction	K. Daly <u>Up to 2hrs/week @ Teacher Contracted Rate</u> Chemistry	January 2 – 28, 2018

PERSONNEL

P1 Approval of Title I Extended Day Remediation Program Personnel Appointments - Doyle

- a. Name: Andrea Sanzari
Location: Catherine E. Doyle School
Position: Grade K Extended Day Remediation Math/ELA
Compensation: \$45.35 per hour X 1 hour X 36 = \$1632.00 (Title I)
Start: January 2, 2018
End: May 31, 2018

- b. Name: Alexandra Paskas
Location: Catherine E. Doyle School
Position: Grade 1 Extended Day Remediation Math
Compensation: \$45.35 per hour X 1 hours X 18 = \$816.30 (Title I)
Start: January 2, 2018
End: May 31, 2018

- c. Name: Deanna Cucuzza
Location: Catherine E. Doyle School
Position: Grade 1 Extended Day Remediation ELA
Full Time/Part Time: Part Time
Compensation: \$45.35 per hour X 1 hours X 18 = \$816.30 (Title I)
Start: January 2, 2018
End: May 31, 2018

- d. Name: Danielle Larkins-Engel
Location: Catherine E. Doyle School
Position: Grade 2 Extended Day Remediation ELA(Title I)
Compensation: \$45.35 per hour X 1 hours X 18 = \$816.30
Start: January 2, 2018
End: May 31, 2018

- e. Name: Jacqueline Delatorre
Location: Catherine E. Doyle School
Position: Grade 2 Extended Day Remediation Math (Title I)
Compensation: \$45.35 per hour X 1 hours X 18 = \$816.30
Start: January 2, 2018
End: May 31, 2018

- f. Name: Brittany Zielinski
Location: Catherine E. Doyle School
Position: Grade 3 Extended Day Remediation ELA(Title I)
Compensation: \$45.35 per hour X 1 hours X 18 = \$816.30
Start: January 2, 2018
End: May 31, 2018

- g. Name: Ann Marie Moccia
Location: Catherine E. Doyle School
Position: Grade 3 Extended Day Remediation Math (Title I)
Compensation: \$45.35 per hour X 1 hours X 18 = \$816.30
Start: January 2, 2018
End: May 31, 2018

- h. Name: Ashlyn Cortina
 Location: Catherine E. Doyle School
 Position: Substitute Extended Day Remediation (Title I)
 Compensation: \$45.35 per hour X 1 hours =As needed
 Start: January 2, 2018
 End: May 31, 2018
- i. Name: Tracey Jupinka
 Location: Catherine E. Doyle School
 Position: Substitute Extended Day Remediation (Title I)
 Compensation: \$45.35 per hour X 1 hours = As needed
 Start: January 3, 2017
 End: June 15, 2017

P2 Approval of Title I Extended Day Remediation Program Personnel Appointments - WRIS

- a. Name: Jessica Ripp
 Location: WRIS
 Position: Title 1 Extended School Day Grade 4 ELA/Math
 Compensation: \$45.35/Hour x (1 hours x 34 days) = \$1541.90
 Starting Date: January 4, 2018
 Ending Date: May 17, 2018
- b. Name: Michele Palmieri
 Location: WRIS
 Position: Title 1 Extended School Day Grade 5 ELA/Math
 Compensation: \$45.35/Hour x (1 hours x 34 days) = \$1541.90
 Starting Date: January 4, 2018
 Ending Date: May 17, 2018
- c. Name: Kelly Muscle
 Location: WRIS
 Position: Title 1 Extended School Day Grade 6 ELA/Math
 Compensation: \$45.35/Hour x (1 hours x 34 days) = \$1541.90
 Starting Date: January 4, 2018
 Ending Date: May 17, 2018

P3 (M) Approval of Title I Extended Day Remediation Program Personnel Appointments - WRJRSRHS

Beginning January 9, 2018 - 3 PM – 4 PM, Tuesdays/Thursdays: January, February, March, April

Math 7 & 8 12 hours @ \$45.35 = \$544.20 – Alexis De Coma
 Algebra I 12 hours @ \$45.35 = \$544.20 – Carla Linfante
 Algebra II 12 hours @ \$45.35 = \$544.20 – Paulette Gareri
 Geometry 12 hours @ \$45.35 = \$544.20 – Lisa Ames

ELA 7 12 hours @ \$45.35 = \$544.20 – Lara Schmitt
 ELA 8 12 hours @ \$45.35 = \$544.20 – Melissa Papp
 ELA 9 12 hours @ \$45.35 = \$544.20 – Valerie Hunter
 ELA 10 & 11 12 hours @ \$45.35 = \$544.20 – Kim Millar

P4 Approval for Extended School Day Services Appointment

Teacher:	J. Humphrey
Location:	Catherine E Doyle
Position:	Extended School Day - Orton Gillingham Instruction
Hours:	After school – 2 hours per week (2 – one hour sessions)
Compensation:	\$45.35/hour
Start Date:	ASAP
Ending Date:	June 20, 2017

P5 Approval of Co-Curricular Advisor Appointments

a.	Name:	Samantha Amerman
	Location:	Doyle School
	Position:	Art Club Advisor
	Compensation:	\$328.96 (Pro rated 4 months (Sept-December 2017))*
	Starting Date:	September 1, 2017
	Ending Date:	December 30, 2017

b.	Name:	Melissa Sukalo
	Location:	Doyle School
	Position:	Art Club Advisor
	Compensation:	\$493.44(Pro rated 6 months (January-June 2017))*
	Starting Date:	January 2, 2018
	Ending Date:	June 20, 2018

**Subject to WREA Negotiations*

P6 (M) Approval of Appointment of Long-Term Replacements

a. Name: Melissa Sukalo
Location: Catherine E. Doyle School
New Hire/Replacement/Transfer: Replacement of Existing Position (*Samantha Amerman*)
Position: MLR Teacher
Full-Time/Part-Time: Full-Time
Compensation: \$100.00/diem – 12/18/2017 – 12/22/2017
\$245.65/diem – 1/2/2018 – 6/20/2018
Starting Date: December 18, 2017
Ending Date: June 30, 2018

b. Name: Jim Jammal
M Location: Wood-Ridge Jr/Sr High School
New Hire/Replacement/Transfer: Replacement of Existing Position (*Kimberly Forsyth*)
Position: MLR Teacher
Full-Time/Part-Time: Full-Time
Compensation: \$245.65/diem
Starting Date: December 4, 2017
Ending Date: April 13, 2018

P7 (M) Approval of Personnel Appointments

a. Name: Gina M. Marocco
M Location: Child Study Team
New Hire/Replacement/Transfer: Replacement of Existing Position (*Amanda Hempel*)
Position: LDTC/Shared Services
Full-Time/Part-Time: Full-Time
Compensation: \$57,465.00 – WREA MA, Step 6 (*pro-rated*)
Starting Date: January 2, 2018
Ending Date: June 30, 2018

** salary pending completion of WREA negotiations*

P8 (M) Approval of Coaching Appointment

Name: Dyonna Pagliocca
Location: Wood-Ridge Junior/Senior High School
Position: Strength & Conditioning Volunteer
Compensation: n/a
Dates of Season: 11/20/2017 - 3/11/2018

P9 Approval of Request for Leave of Absences

a.	Staff Member:	Cathy Lynn Marquart
	Assignment:	Paraprofessional (FT)
	Date to Begin Leave:	December 4, 2017
	Anticipated Use of Accumulated Sick Days:	1.5 sick days
	Anticipated Use of Accumulated Personal Days:	3 personal days
	Anticipated Unpaid Days:	5.5 unpaid days
	Date to Return to Duties:	December 18, 2017

b.	Staff Member:	Linda Plaza
	Assignment:	Paraprofessional (FT)
	Date to Begin Leave:	December 11, 2017
	Anticipated Use of Accumulated Sick Days:	23 sick days
	Anticipated Date to Return to Duties:	January 22, 2018

P10 Approval to Accept Resignation

Name: Ivis Michelson
Location: Catherine E. Doyle School
Position: Paraprofessional (PT)
Effective Date: December 6, 2017

P11 Approval of Appointment of C.A.R.E Personnel for the 2017-2018 School Year

	<u>Last Name</u>	<u>First Name</u>	<u>Rate of Hourly Pay</u>
a.	Ticchio	Jessica	\$30
b.	Nass	Theresa	\$30

P12 (M) Approval of Appointment of Substitute

	<u>Name</u>	<u>Substitute Position</u>	<u>Recommendation By:</u>
a.	Jessica Sancilio	Substitute Teacher	Tony Albro
b.	Jeff Kulik	Substitute Teacher	Joseph Sutera

P13 Approval for CST LDTC Mentor/ Evaluator

Organization: Lauren Gallo
Activity: Mentor LDTC Case Manager
Fee: Mentor: \$85/hr (Not to exceed 40 hours)
Effective: 2017-2018
Activity: Provide Educational Evaluations
Fee: (4) Evaluations @ \$450 each
Effective: 2017-2018

POLICY

POL 1 (M) Approval of Regulation

	Regulation #	Title	New	Revision	First Reading	Second Reading
	R7434	Smoking Prohibited in School Buildings		X	11/27/17	12/18/17

BUILDINGS & GROUNDS

None at this time

FINANCE

F1(M) Approval of Bills List:

- a. Bills List for Month of December, 2017 in the amount of \$618,700.76
- b. Manual Checks for November 28, 2017 - December 18, 2017 in the amount of \$216,681.51
- c. Payroll Transfers for the month of November 2017 in the amount of \$1,449,802.64
- d. Enterprise Funds for the month of November 2017 in the amount of \$41,766.21

F2 (M) Approval of Monthly Financial Reports of the Board Secretary and Treasurer for October 2017 which are on record in the Business Office for review.

F3 (M) Approval of Certification of Balance Budget that no major account or fund has been over-expended in violation of statute NJAC 6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

F4 (M) Approval of Budget Transfers authorization of line item transfers for the month October 2017, as per the attached list.

BOARD OPERATIONS

BO 1 (M) Approval of the 2018-2019 District School Calendar

BO2 (M) Approval to Appropriate Capital Reserve Funds

WHEREAS the Wood-Ridge Board of Education, County of Bergen desires to advance the following capital project, and

Cafeteria Improvements and expansion

WHEREAS capital reserve funds may be appropriated by board resolution to support eligible or otherwise eligible capital projects, and

WHEREAS the Wood-Ridge Board of Education acknowledges that State support for capital projects is not currently available, and

WHEREAS the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital project if a local board of education declares an eligible capital project as "otherwise" eligible, and

WHEREAS, by declaring a capital project as "otherwise" eligible, the Wood-Ridge Board of Education hereby declares that the above-mentioned project will be supported in full with local capital reserve funds.

Now Therefore Be It Resolved, that the Wood-Ridge Board of Education hereby declares the above referenced project as “otherwise” eligible and directs the School Business Administrator to request Department of Facilities Approval, and

Be it Further Resolved, that the Wood-Ridge Board of Education hereby appropriates \$60,000 from its capital reserve fund to support the full cost of this project.

BO3 (M) Approval for Renewal of Agreement with Educational Data Services, Inc. (ED DATA) 2018-2019

The licensing and maintenance fee for the 2018-2019 school year will be \$5,090.00. The Right to Know services for the 2018-2019 school year will be \$4,260.00. A rate increase of 1.4%

BO4 (M) Approval for Renewal of Consulting Agreement with E-Rate Consulting, Inc.

CONSULTING AGREEMENT

NJSBA PROCUREMENT NUMBER E-8801-ACES-CPS

IT IS HEREBY AGREED this _____ day of December, 2017, by and between E- Rate Consulting, Inc., a New Jersey Corporation, doing business at 130 Valley Road, Suite B, Montclair, New Jersey 07042, hereinafter referred to as ERC, and the Wood- Ridge School District, with its principal offices located at 540 Windsor Road, Wood- Ridge, NJ 07075, hereinafter referred to as Client, as follows:

1. **SCOPE**. ERC hereby agrees to provide consulting services pursuant to NJSBA Procurement number #E-8801-ACES-CPS, as an independent contractor, to the Client in connection with the E-Rate Program for the funding years covered by the term set forth in Section 3 of this Agreement:
 - a. Provide comprehensive compliance expertise on E-Rate Program rules and eligible equipment and services;
 - b. Deliver efficient and effective customer service support on E-Rate related issues;
 - c. Calculate enrollment data to determine the applicable discount rates and, whenever possible, explore strategic alternatives to achieve a higher discount rate;
 - d. Prepare FCC Forms 470 to request Category One and Category Two services and/or equipment;
 - e. As requested, aggregate bids submitted by service providers in response to FCC Forms 470 and assist in bid analysis;

- f. Discuss procurement decisions relative to eligible equipment and services to ensure compliance with both E-Rate Program rules and the relevant provisions of the New Jersey Public School Contracts Law (Title 18A-18A-1 et seq.);
- g. Leverage knowledge of telecommunications market to evaluate bids and offer recommendations to ensure members receive optimal service at a fair and reasonable market rate;
- h. Manage preparation and submission of FCC Forms 471 and supporting documentation;
- i. When necessary, manage processes and procedures attendant to reviews by USAC Program Integrity Assurance and, in concert with district staff, formulate timely and accurate responses;
- j. Analyze Funding Commitment Decision Letters (“FCDLs”) to ensure all discounts due under E-Rate Program rules are received;
- k. Prepare and manage the submission of FCC Forms 486 and other post- commitment forms, which, depending on the circumstances, may include FCC Forms 472, 473, and/or 500;
- l. Document retention relative to funding years covered by the Parties’ agreement;
- m. Manage any appeals stemming from funding request denials;

The performance of any services beyond those set forth above shall be compensable at an agreed-upon hourly rate set by the Parties.

2. **DESIGNATION OF REPRESENTATIVE.** The Client agrees to designate

to ERC, in writing within 14 days from the date hereof, an appropriate representative invested with the authority to execute all required documents and applications on behalf of the Client and who will be authorized to respond to inquiries raised by ERC and/or the Schools and Libraries Division of the Universal Service Administration.

3. **TERM OF AGREEMENT.** The term of the within Agreement shall begin

on the date of execution of this Agreement and shall terminate at midnight on June 30, 2020. The Client agrees that ERC’s consulting services shall be utilized exclusively in connection with all E-Rate funding applications filed during that time.

All fees earned by ERC, or paid to ERC, in connection with services provided, up to and including the date said termination becomes effective, shall remain due and owing. The parties acknowledge that any fees

to be paid pursuant to Section 5 of this Agreement shall remain due and payable in the event funding is disbursed by USAC subsequent to expiration of this Agreement.

4. **ASSIGNMENT.** ERC may assign this Agreement to a successor corporation or other successor entity, or to an entity with whom it may merge or become affiliated, after written notice to the Client. All rights and obligations of ERC pursuant to this Agreement shall remain in full force and effect in the event of said assignment.

5. **FEES.** To perform the scope of services set forth in Section 1, the District shall compensate ERC as follows for each year covered by the term of an Agreement resulting from this Proposal:

A. Category One Filing Fee. For Category One funding applications, ERC's fee is typically based on the number of eligible school buildings within the District as follows: \$1,000 for the first eligible school building in the district; \$500 for each additional eligible school building up to eight total; and then \$250 for each additional eligible school building.

However, in light of the District's most recent Category One funding applications, the Client shall pay ERC an annual Category One Filing Fee of **Two Thousand Dollars (\$2,000.00)**.

B. Fee for Category Two Application(s) and WAN Modulating Electronics. On funding applications consisting of Category Two equipment/services or modulating electronics for wide area networks, the Client shall pay ERC a fee of three percent (3%) of the Category Two funding commitments received by the District from USAC, regardless of whether the discounts are disbursed by the Billed Entity Applicant Reimbursement (BEAR) Method or the Service Provider Invoicing (SPI) Method.

There shall be a minimum service fee of \$1,000 for the first eligible school building in the district and \$250 for each additional eligible school building within the District. In the event the Client adds or eliminates eligible school buildings at any point during the term of this Agreement, this minimum fee will be adjusted accordingly and confirmed in writing. *Note that ERC shall deduct the minimum service fee from the 3% figure only in circumstances where the percentage-based fee exceeds*

the filing fee. The Client shall then be responsible to pay ERC only the difference between the percentage-based fee and the initial Category Two filing fee.

In accordance with the above fee structure, and pursuant to the total number of eligible buildings in the District, the Client shall pay ERC a minimum annual Category Two Fee of **One Thousand Seven Hundred and Fifty Dollars (\$1,750.00)**, which is calculated as follows:

- \$1000 for the first entity
- \$750 for the next 3 entities (\$250 x 3)

Based on these figures, the Client shall pay no additional fees on the first \$58,333.33 in Category Two commitments. In the event the Client's Category Two funding commitments exceed \$58,333.33, then ERC shall apply the 3% fee to the additional committed amount.

Note: There are no additional fees for travel, calls or meetings with service providers, or appeals stemming from work performed by ERC. ERC's fees as set forth herein shall not be added into any cost item which may be part of a funding application, as said fees are separate and apart from any cost item connected with the E-Rate program.

6. **REPRESENTATIONS.** The Client acknowledges for itself and its servants, agents and employees, that all information provided by it to ERC shall be fully relied upon by ERC in providing its consulting services. Therefore, all information provided by the Client shall be true and accurate to the best of the Client's belief. The Client understands that any misstatements or lack of candor by the Client shall constitute a breach of this Agreement and may be grounds for immediate termination by ERC.

7. **CONFIDENTIALITY.** The Client agrees that, neither it nor its servants, agents or employees will disclose to any third party, without the prior written consent of ERC, any information relating to the business of ERC if such information could reasonably be construed as confidential or proprietary and was obtained in the course of ERC's provision of services to the Client.

8. **CONDUCT, INDEPENDENT STATUS, AND BENEFITS.** ERC shall

provide competent, professional services in the required disciplines, using its own appropriate independent skill and judgment, and the manner and means that appear best suitable to it to perform the work, and the Client shall have no right or responsibility hereunder to set ERC's hours or location of work. ERC is a valid corporation existing under the laws of the State of New Jersey, doing business with the corporate name E-Rate Consulting, Inc., and certifies its federal employer identification number (EIN) is 22-3745829.

The parties to this Agreement agree that the relationship created by this Agreement is that of client-independent contractor. ERC agrees that its personnel are not employees of the Client and are not entitled to (and also hereby waive) any benefits provided or rights guaranteed by the Client, or by operation of the law, to their respective employees, including but not limited to group insurance, liability insurance, disability insurance, paid vacations, sick leave or other leave, retirement plans, health plans, premium "overtime" pay, and the like. It is understood and agreed the since ERC is an independent contractor, the Client will make no deductions from fees paid to ERC for any federal or state taxes or FICA, and the Client has no obligation to provide Worker's Compensation coverage for ERC. In the event of any claims brought or threatened by any party against ERC or the Client relating to the status, acts or omissions of either party or its personnel, the parties hereto agree to cooperate in all reasonable respects, including supporting the assertions of employment status made in the Agreement.

9. **SERVICES TO OR BY OTHERS.** It is understood and agreed that this

is not an exclusive agreement as to ERC and that ERC may provide similar services for others. However, in order to maximize the potential for refunding, it is understood and agreed that the Client shall consult with ERC and utilize its services exclusively as to all applications for E-Rate funding filed by or on behalf of the Client during the term of this Agreement.

10. **INDEMNIFICATION.** The Client shall indemnify and hold harmless

ERC, its officers, directors, agents, owners and employees, for any claims brought or liabilities imposed against ERC by any other party (including private parties, governmental entities and courts) as a result of consulting

services provided by ERC on behalf of the Client or resulting from claims brought by the Client's vendors against ERC. Indemnification shall be for any and all loss, including costs and attorney fees.

11. **UNCERTAINTY OF FUNDING.** The parties acknowledge that funding determination and decisions are made by entities over which the parties hereto have no control. Thus, the Client acknowledges that despite the retention of ERC to provide E-Rate consulting services, applications for E-Rate funding may be denied in whole or in part. The Client acknowledges that ERC has not made any representations, which may be construed to be a guarantee of any funding. Therefore, the Client hereby waives any and all claims against ERC for payment of anticipated funding, which has been denied in whole or in part and acknowledges that any minimum payments due to ERC pursuant to paragraph 5 herein shall be due and owing without regard to whether funding is received by the Client.

12. **MISCELLANEOUS.** Each provision of the Agreement shall be considered severable such that if any one provision or clause conflicts with existing or future applicable law, or may not be given full effect because of such law, it shall not affect any other provision of the Agreement which can be given effect without the conflicting provision or clause. To the extent there may be any conflict between the terms of this Agreement and of any purchase order issued by the Client, this Agreement shall

take precedence. The Client represents that it was afforded the opportunity to ask questions and to seek the assistance of legal counsel regarding these terms, and is not relying upon and advice from ERC in this regard.

13. **GOVERNING LAW.** This Agreement shall be governed by the laws of the State of New Jersey, except for its choice of law principles, regardless of where ERC's work is performed, and any litigation shall be brought in the state or federal courts of the State of New Jersey. Client agrees to the exercise of personal jurisdiction over it by such courts to the full extent permitted by law.

E-RATE CONSULTING, INC.

WOOD-RIDGE SCHOOL DISTRICT

By _____

By: _____

Name: Vincent LaForgia

Name: _____

Title: President

Title: _____

Date: _____

Date: _____

APPENDIX A

1. Wood-Ridge Intermediate School
2. Wood-Ridge Jr/Sr High School
3. Doyle Elementary School
4. Board of Education Office

BO5 (M) Approval of Interior Renovations and Exterior Courtyard Renovations at the Wood-Ridge JR/SR High School

Whereas, the Board of Education of the Borough of Wood-Ridge, in the County of Bergen, New Jersey (the "Board"), desires to proceed with school facilities projects consisting generally of:

Interior renovations and exterior courtyard renovations at the Wood-Ridge Senior High School.

SP#5830-050-18-1000

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF WOOD-RIDGE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans and Cost Estimates prepared in connection with the Project(s) and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval. If required, the Board further authorizes the submission of the Schematic Plans to the Municipal Planning Board for its review.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board Attorney, Bond Counsel and Architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution.

Section 4. This resolution shall take effect immediately.

BO6 (M) Approval of Renovations to the Existing Gymnasium at the Wood-Ridge JR/SR High School

Whereas, the Board of Education of the Borough of Wood-Ridge, in the County of Bergen, New Jersey (the "Board"), desires to proceed with school facilities projects consisting generally of:

Renovations to the existing gymnasium at the Greta Ostrovsky Middle School.

SP#5830-070-18-1000

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF WOOD-RIDGE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans and Cost Estimates prepared in connection with the Project(s) and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval. If required, the Board further authorizes the submission of the Schematic Plans to the Municipal Planning Board for its review.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board Attorney, Bond Counsel and Architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution.

Section 4. This resolution shall take effect immediately.

BO7 (M) Approval of the Lease Agreement with Atlantic Business Products for four (4) new copiers.

Relocating two (2) copiers of the previous four copiers. Current lease amount is \$2,175.00 per month with a cost of .0078 per copy. The new lease is in the amount of \$2,169.00 per month with a cost of \$.006 per copy.

BO8 (M) Approval of Resolution Commending Robert (Bob) Valenti for Service as Trustee on the Wood-Ridge Board of Education

WHEREAS, Bob Valenti has devoted over nineteen years of his life to serving the school district of Wood-Ridge; and,

AND WHEREAS, after spending most of those years as Board Vice President and as Chairman of Buildings & Ground, and multiple other chairs, Bob has retired his seat on the board and,

AND WHEREAS, Bob is deserving of special recognition and highest commendation for his diligent fiscal responsibility to the residents of Wood-Ridge while maintaining high standards for its students through his leadership of the Wood-Ridge Board of Education;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Borough of Wood-Ridge commends Robert (Bob) Valenti for his over nineteen years of outstanding service on the Wood-Ridge Board of Education.

BO9 (M) Approval of Resolution Commending Sheila King for Service as trustee on the Wood-Ridge Board of Education

WHEREAS, Sheila King, joining the Wood-Ridge Board of Trustees in January 2014 has devoted the past several years of her life to serving the school district of Wood- Ridge; and,

AND WHEREAS, S h e i l a is deserving of special recognition and highest commendation for her diligent fiscal responsibility to the residents of Wood-Ridge and Moonachie while maintaining high standards for its students through her leadership of the Wood-Ridge Board of Education;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Borough of Wood-Ridge commends Sheila King for her numerous years of outstanding service on the Wood-Ridge Board of Education.