

**WALDWICK BOARD OF EDUCATION**  
**Waldwick, New Jersey**

**REGULAR MEETING**  
**AUGUST 19, 2024**

**High School/Middle School Media Center**  
**155 Wyckoff Ave.**  
**9:00 A.M.**

**I. CALL TO ORDER - OPENING STATEMENT**

**II. ADEQUATE NOTICE OF MEETING**

This is a REGULAR MEETING of the Waldwick Board of Education for which adequate notice has been given pursuant to the Open Public Meetings Act, Chapter 231, Laws of 1975. In addition to providing the annual notice of board meetings required under Section 13 of the Act, a separate written advance notice of this meeting under Section 3(d) of the Act specifying the time, date, location and, to the extent known, the agenda of the meeting was posted at the School Administration Building and hand delivered to the Waldwick Borough Clerk on Friday, August 16, 2024. It is posted on the District website. This is an official meeting.

**III. ROLL CALL**

Trustee Christine Figliuolo  
Trustee Andrew Frey  
Trustee Julie Mangler  
Trustee Mary Beth Nappi  
Vice President Troy Seifert  
Trustee Amy Weiner  
President Daniel Marro, Sr.

Dr. Paul Casarico, Superintendent of Schools  
Mr. John Griffin, School Business Administrator/Board Secretary

**IV. PLEDGE OF ALLEGIANCE**

**V. CONFIDENTIAL SESSION – August 19, 2024 (If needed)**

Offered by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_:

BE IT RESOLVED that the Waldwick Board of Education go into Closed Executive Session at \_\_\_\_\_ a.m. for the purpose of discussing matters relating to:

1.

Above resolution unanimously approved by voice vote.  
When the need for confidentiality no longer exists, the minutes will be made available to the public.

**VI. RECONVENE OPEN MEETING**

The open Regular Meeting reconvened at \_\_\_\_\_ a.m. on motion of Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ and unanimously approved by voice vote.

**VII. ROLL CALL**

Trustee Christine Figliuolo  
Trustee Andrew Frey  
Trustee Julie Mangler  
Trustee Mary Beth Nappi  
Vice President Troy Seifert  
Trustee Amy Weiner  
President Daniel Marro, Sr.

Dr. Paul Casarico, Superintendent of Schools  
Mr. John Griffin, School Business Administrator/Board Secretary

**VIII. REPORTS**

- A. Superintendent of Schools
- Construction Update - Conor O'Brien, Legacy Construction
- B. Board President

**IX. APPROVAL OF MINUTES**

Offered by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_:

July 15, 2024      Regular Meeting

**ROLL CALL VOTE**

	YES	NO	ABSTAIN	ABSENT
Trustee Figliuolo				
Trustee Frey				
Trustee Mangler				
Trustee Nappi				
Vice President Seifert				
Trustee Weiner				
President Marro				

**X. CONSENT AGENDA**

A. Motion to introduce the Consent Agenda

Offered by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_:

45-A-1 through 45-A-45	Administration
45-F-1 through 45-F-4	Finance
45-P-1 through 45-P-23	Personnel

B. Discussion – any item on Consent Agenda – Board of Education only

C. Open Floor to public comment on Consent Agenda only

D. Close public participation

E. ROLL CALL VOTE – CONSENT AGENDA

**ROLL CALL VOTE**

	YES	NO	ABSTAIN	ABSENT
Trustee Figliuolo				
Trustee Frey				
Trustee Mangler				
Trustee Nappi				
Vice President Seifert				
Trustee Weiner				
President Marro				

**XI. COMMENTS FROM PUBLIC – ANY SUBJECT**

**XII. COMMENTS FROM TRUSTEES – ANY SUBJECT**

**XIII. ADJOURNMENT**

Hearing no further business, the meeting was adjourned at \_\_\_\_\_ a.m. on motion of Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_.

**WALDWICK BOARD OF EDUCATION  
WALDWICK, NEW JERSEY**

**CONSENT AGENDA  
REGULAR MEETING  
AUGUST 19, 2024**

**ADMINISTRATION**

45-A-1	Approval -	Conferences/Workshop/Travel
45-A-2	Approval -	Field Trips
45-A-3	Approval -	Overnight Field Trips
45-A-4	Approval -	Board of Education Policy - First Reading
45-A-5	Approval -	Board and Special Education Counsel
45-A-6	Approval -	Special Education Professional Services - Per N.J.S.A.18A:18A-5(1)
45-A-7	Approval -	Non-Public Textbook Aid
45-A-8	Approval -	Non-Public Nursing Services Aid
45-A-9	Approval -	Non-Public Technology Aid
45-A-10	Approval -	Non-Public Security Aid
45-A-11	Approval -	ESEA Grant Application
45-A-12	Approval -	Consortium with Ramsey Board of Education
45-A-13	Approval -	Accept Funds – Chapters 192 & 193 for 2024-2025 School Year
45-A-14	Approval -	Use of Title Funds - Various Vendors
45-A-15	Approval -	District Mentoring Plan
45-A-16	Approval -	Professional Development Plan
45-A-17	Approval -	District Nursing Plan
45-A-18	Approval -	Dual Enrollment Program - Bergen Community College
45-A-19	Approval -	Dual Enrollment Program - Ramapo College
45-A-20	Approval -	Library of Congress Commemorative Flags to be Flown - High School/Middle School Turf Field Secondary Flagpole
45-A-21	Approval -	Approval of Curriculum Guides, Textbooks, Courses of Study
45-A-22	Approval -	2024-25 Lease Agreement - Wyckoff Family YMCA
45-A-23	Approval -	Contract - Music Theatre International - Middle School Production
45-A-24	Approval -	Region I Transportation Coordination - Athletics
45-A-25	Approval -	Frontline Education - AESOP Absence and Substitute Management Software - 2024-2025 School Year
45-A-26	Approval -	Strauss Esmay Policy Alert/Online Policy Service - 2024-2025 School Year
45-A-27	Approval -	Subscription/Access/Digital Renewals - 2024-2025 School Year - Various Vendors
45-A-28	Approval -	Purchase of Hardware/Software through Educational Services Commission of New Jersey Cooperative Bid Pricing System - CDW-G
45-A-29	Approval -	Purchase of Parts - Chromebookparts.com
45-A-30	Approval -	Optimum Lightpath - Additional Charge for Internet/Data and Telephone/Voice Services for June 2024 - ESCNJ Bid #18/19-46
45-A-31	Approval -	Purchase of Five (5) Outdoor Speakers - Millennium Communications Group, Inc. - State Contract #A88740
45-A-32	Approval -	Purchase of HID Proximity Cards - CM3 Building Solutions - CCESC Bid #66CCEPS
45-A-33	Approval -	Purchase of Two Way Radios - Command Radio Communications - The Village School Using Non-Public Security Funds
45-A-34	Approval -	Aspiris - Access Control Isonas Door License Renewal - The Village School Using Non-Public Security Funds
45-A-35	Approval -	Follett School Solutions - Destiny Library Manager Cloud License Renewal - The Village School Using Non-Public Textbook Funds
45-A-36	Approval -	Purchase of Furniture - Business Office - W.B. Mason - Ed-Data Bid #12288
45-A-37	Approval -	Plumbing Supplies/Service - Various Plumbing Repairs - Public Sewer/Bogush - Ed-Data Bid #11647
45-A-38	Approval -	New Cove Base in High School Wood Shop - Mathusek, Inc.

45-A-39	Approval -	Purchase of F-350 Pick-Up Truck with Plow - Nielsen Ford - State Contract #23-FLEET-34922
45-A-40	Approval -	Purchase of Custodial Supplies through ATRA Janitorial Supply Company, Inc. - HCESC Bid #34HUNCCP
45-A-41	Approval -	Lead In Water Testing - Lew Environmental - Ed-Data Bid #11636
45-A-42	Approval -	Electrical Work - Various Locations – J&J Electric
45-A-43	Approval -	Contract - The Higher Education Student Assistance Authority (HESAA)
45-A-44	Approval -	Acceptance of Non-Resident Student - Tuition Based
45-A-45	Approval -	Accept Proposal of Engineering Services and Construction Documents for Artificial Turf - Waldwick High School Baseball Field - LAN Associates

### FINANCE

45-F-1	Approval -	Certification
45-F-2	Approval -	Accept Financial Reports
45-P-3	Approval -	Bill Schedules
45-F-4	Approval -	Transfer Schedule

### PERSONNEL

45-P-1	Approval -	Resignation - Grace D'Annibale - Collaborative Aide - J.A. Traphagen School
45-P-2	Approval -	Rescind Appointment - Racquel Buonocore - Collaborative Aide - J.A. Traphagen School
45-P-3	Approval -	Appointment - Gianna D'Amato - Science Teacher - Middle School
45-P-4	Approval -	Appointment - Leandra Galasso - School Social Worker - Middle/High School
45-P-5	Approval -	Appointment - Angela Buck - School Social Worker - Elementary
45-P-6	Approval -	Appointment - Kristy Dunleavy - School Nurse - Middle/High School
45-P-7	Approval -	Appointment - Leave Replacement - Elizabeth Paccione for Christine Tavarez - Special Education Teacher - J.A. Traphagen School
45-P-8	Approval -	Appointment - Tatyana Fanshteyn - Collaborative Aide - J.A. Traphagen School
45-P-9	Approval -	Appointment - Arielle Jennings - Collaborative Aide - J. A. Traphagen School
45-P-10	Approval -	Appointment - Elizabeth Mancini - Collaborative Aide - J. A. Traphagen School
45-P-11	Approval -	Appointment - Zakiyya Anderson - Collaborative Aide - J.A. Traphagen School
45-P-12	Approval -	Appointment - Lucia Perino - Lunch Aide - Crescent School
45-P-13	Approval -	2024-2025 - District Administrator Salary Authorization
45-P-14	Approval -	2024-2025 Certificated Instructional and Educational Services Staff Authorizations
45-P-15	Approval -	Appointment - 2024-25 Advisor Positions
45-P-16	Approval -	2024 Teacher Salary Reclassifications
45-P-17	Approval -	2024-2025 Curriculum Writing
45-P-18	Approval -	2024-2025 Mentors - Provisional Teacher Program
45-P-19	Approval -	Home Instruction - Certificated Staff
45-P-20	Approval -	Appointment - Child Study Team Summer Work
45-P-21	Approval -	Student Teachers - J.A. Traphagen School
45-P-22	Approval -	2024-2025 Certificated Substitute List
45-P-23	Approval -	2024-2025 Non Certificated Substitute List

## ADMINISTRATION

### 45-A-1 APPROVAL – CONFERENCES/WORKSHOPS/TRAVEL

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves attendance at the following conferences/workshops or necessary travel costs that are deemed to be for the benefit of the school district including conferences/workshop fees and necessary travel expenses:

Figliuolo, Christine *Supercedes July 15, 2024 agenda	NJSBA Annual Workshop	October 21-24, 2024	\$270.00 lodging \$60.00 fee \$134.42 mileage \$15.68 tolls \$88.50 M&I
Frey, Andrew *Supercedes July 15, 2024 agenda	NJSBA Annual Workshop	October 21-24, 2024	\$270.00 lodging \$60.00 fee \$134.42 mileage \$15.68 tolls \$88.50 M&I
Mangler, Julie *Supercedes July 15, 2024 agenda	NJSBA Annual Workshop	October 21-24, 2024	\$270.00 lodging \$60.00 fee \$132.54 mileage \$15.68 tolls \$88.50 M&I
Nappi, Mary Beth *Supercedes July 15, 2024 agenda	NJSBA Annual Workshop	October 21-24, 2024	\$270.00 lodging \$60.00 fee \$132.54 mileage \$15.68 tolls \$88.50 M&I
Seifert, Troy *Supercedes July 15, 2024 agenda	NJSBA Annual Workshop	October 21-24, 2024	\$270.00 lodging \$60.00 fee \$133.48 mileage \$15.68 tolls \$88.50 M&I
Weiner, Amy *Supercedes July 15, 2024 agenda	NJSBA Annual Workshop	October 21-24, 2024	\$270.00 lodging \$60.00 fee \$133.48 mileage \$15.68 tolls \$88.50 M&I

Petrosi, Joseph	NJ Science Convention	October 15-16, 2024	\$325.00 fee \$90.62 mileage Using Title II funds
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**45-A-2 APPROVAL – FIELD TRIPS**

WHEREAS pursuant to 6A:23A-5.8 activities that benefit students and are part of the instructional program including expenditures for field trips need the destinations pre-approved by the Board of Education, therefore the Waldwick Board of Education approves the attached field trips.

**45-A-3 APPROVAL - OVERNIGHT FIELD TRIPS**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the following overnight field trips:

High School Softball  
March 19-23, 2025  
Destination KSA Softball in Orlando, Florida

High School Girls Lacrosse  
March 19-23, 2025  
Destination KSA Lacrosse in Orlando, Florida

High School Baseball  
March 19-23, 2025  
Destination KSA Baseball in Orlando, Florida

**45-A-4 APPROVAL – BOARD OF EDUCATION POLICY - FIRST READING**

BE IT RESOLVED, that upon recommendation of the Superintendent, the attached Board of Education Policy be introduced and approved as a first reading:

0141 Board Members Number and Term  
2200 Curriculum Content  
3160 Physical Examination  
4160 Physical Examination  
5350 Student Suicide Prevention  
8420 Emergency and Crisis Situations  
8467 Firearms and Weapons  
9181 Volunteer Athletic Coaches and Co-Curricular Activity

Advisors/Assistants

**45-A-5      APPROVAL - BOARD AND SPECIAL EDUCATION COUNSEL**

WHEREAS the law firm of Cornell Merlino, McKeever & Osborne, LLC, 238 St. Paul Street, Westfield, NJ, 07090, has provided professional services to the Waldwick Board of Education for the period July 1, 2023 through June 30, 2024, and

WHEREAS, as of July 1, 2024 Cornell, Merlino & Osborne has merged with Methfessel & Werbel, therefore

BE IT RESOLVED that the Waldwick Board of Education appoints the law firm of Methfessel & Werbel P.C. as the board attorney for the period July 1, 2024 through January 6, 2025.

**45-A-6      APPROVAL - SPECIAL EDUCATION PROFESSIONAL SERVICES – PER N.J.S.A. 18A:18A-5(1)**

**PARENT TRANSPORTATION CONTRACT**

Approve Parent Transportation Contract for Mr & Mrs Tedeschi  
Retroactive to July 8, 2024 - August 7, 2024 \$1,000.00

**ROW EDUCATIONAL EVALUATIONS, LLC**

Approve up to 15 hours for participation at IEP meetings @ \$60.00/hour  
Retroactive to July 24, 2024 - August 30, 2024 \$900.00

**THE ZONES OF REGULATION, INC**

Approve a Digital Curriculum One Year Subscription  
Using IDEA funds \$120.00

**PSYCH CARE CONSULTANTS ( DR. RAGHEB)**

Approve Psychiatric Evaluation for student ID#4953510528 \$750.00

**DR. LORI HANES**

Approve a bilingual SpeechEvaluation for incoming PK student  
ID#TBD \$535.00



**EVERYDAY SPEECH**

Approve purchase of Bundled Curricula (3 years) of Social skills/behavior  
Management software using IDEA funds \$1,799.97

**APPLE**

Approve purchase of APPS and Book Credit for Education \$500.00  
Approve purchase of 2 iPads for students ID#'s 7458475117  
& 8519169685 \$598.00

**BCSS**

Approve additional therapy sessions 30 minutes @ \$70.00/session  
For the following students:

State ID#9817478796 1 session/week up to  
4 weeks 7/1/24 - 7/26/24 \$280.00  
And 1 session/week up to 41 weeks 9/5/24 - 6/30/25 \$2,870.00

State ID#5505007096 1 session/week up to  
6 weeks 6/27/24 - 8/8/24 \$420.00  
And 3 sessions/week up to 41 weeks 9/5/24 - 6/30/25 \$8,610.00

State ID#2752850976 3 sessions/week up to  
41 weeks 9/5/24 - 6/30/25 \$8,610.00

State ID#8519169685 1 session/week up to  
41 weeks 9/5/24 - 6/30/25 \$2,870.00

Approve New Bridges Medical Center, Paramus, NJ to provide Hospital  
Instruction for the 2024-2025 school year at \$65.00/hour

**SUMMIT HOME HEALTH CARE, INC**

Approve Nursing services for student ID#2651923012  
Up to 2 hours per day @ \$80.00/hour  
September 4, 2024 - June 18, 2025 up to 185 days \$29,600.00

**NORTHERN VALLEY REGIONAL**

Approve Occupational Therapy for student ID#6512622839  
@ \$62.00/session

Up to 5 - sessions 7/1/24 - 7/30/24 \$310.00  
Up to 40 - sessions for the 2024-2025 school year \$2,480.00

**INNOVATIVE THERAPY GROUP**

Approve Physical Therapy Services for 15 students for the 2024-2025 School Year to include SEMI logging, paperwork that may include initial IEP reviews, scheduling, set up and teacher consultation, goals and objective writing, progress reports, communication with case managers, travel, IEP meetings and consults for general ed & special ed students to determine needs  
Student ID#'s 9627767729, 4137867949, 9015818159, 5338976656, 8635340817, 4153985591, 6501405336, 2430611470, 3204636195, 3379987494, 5033076231, 3918343781, 9180660757, 6818520921, & 4078604541

Up to 640 hours @ \$87.00/hour September 4, 2024 - 6/18/2025 \$55,680.00

**DC FAGAN PSYCHOLOGICAL SERVICES**

Approve Neuropsychological Evaluation for Student ID#36230093523 \$3,500

supersedes June 3, 2024 agenda

**LEGAL AGREEMENT**

Approve legal Agreement for student Id#2312667051

**CHANGE IN OUT OF DISTRICT PLACEMENT**

Approve change in placement for student ID#2752740976 from CTC Academy in Fair Lawn to BCSS Visions

**KID CLAN**

Approve up to 123 hours of Social Worker services @ \$75.00/hour  
September 4, 2024 - September 30, 2024

Using ARP Esser Funds \$9,237.75

***Note: All professional appointments were/will be published in the newspaper of record pursuant to the statutory requirements for same.***

45-A-7

**APPROVAL – NON-PUBLIC TEXTBOOK AID**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education accepts the Non-Public Textbook Aid

entitlements for the 2024-2025 school year in accord with the following:

SCHOOL	STATE AID
Village School for Children	\$6,750.00
Waldwick Seventh Day Adventist	\$4,347.00

**45-A-8      APPROVAL – NON-PUBLIC NURSING SERVICES AID**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education accepts the Non-Public Nursing Aid entitlements for the 2024-2025 school year in accord with the following:

<u>SCHOOL</u>	<u>STATE AID</u>
Village School for Children	\$17,420.00
Waldwick Seventh Day Adventist	\$13,130.00

BE IT FURTHER RESOLVED that the Waldwick Board of Education approves the Bergen County Department of Health Services to provide Non-Public school health nursing services for the Village School for Children and Waldwick Seventh Day Adventist School, with all expenses to be paid through the above-mentioned grant from the State of New Jersey.

**45-A-9      APPROVAL – NON PUBLIC TECHNOLOGY AID**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education accepts the Non-Public Technology Aid entitlements for the 2024-2025 school year in accord with the following:

<u>SCHOOL</u>	<u>STATE AID</u>
Village School for Children	\$6,468.00
Waldwick Seventh Day Adventist	\$4,165.00

**45-A-10      APPROVAL – NON PUBLIC SECURITY AID**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education accepts the Non-Public Security Aid entitlements for the 2024-2025 school year in accord with the following:

<u>SCHOOL</u>	<u>STATE AID</u>
Village School for Children	\$27,470.00
Waldwick Seventh Day Adventist	\$20,705.00

**45-A-11      APPROVAL - ESEA GRANT APPLICATION**

RESOLVED that, upon the recommendation of the Superintendent the Waldwick Board of Education approves the submission and accepts the allocation from the grant application for ESEA, for the period July 1, 2024 – June 30, 2025, as follows:

TITLE	AMOUNT
TITLE I - PUBLIC	\$57,138
TITLE II - PART A PUBLIC	\$19,460
TITLE II - PART A NON PUBLIC	\$2,993
TITLE III - PUBLIC (consortium with Ramsey)	\$6,401
TITLE III - NON-PUBLIC (consortium with Ramsey)	\$3,201
TITLE IV - PUBLIC	\$8,667
TITLE IV - NON-PUBLIC	\$1,333
TOTAL:	\$99,193

**45-A-12 APPROVAL - CONSORTIUM WITH RAMSEY BOARD OF EDUCATION**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education enters into a consortium with Ramsey Board of Education for the purpose of participation in the ESEA Consolidated Grant for the Title III portion.

**45-A-13 APPROVAL – ACCEPT FUNDS – CHAPTERS 192 & 193 FOR 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Waldwick Board of Education approves and accepts the 2024-2025 Funding for Services under Chapters 192 & 193 as follows:

Chapter 192:  
Compensatory Education                      \$100,569.00

E.S.L. \$ 22,955.00  
TOTAL ALLOCATION: \$123,524.00

Chapter 193:  
Initial Exam & Classif. \$ 26,523.00  
Annual Exam & Classif. \$ 6,460.00  
Corrective Speech \$ 37,200.00  
Supplementary Instruction \$ 18,172.00  
TOTAL ALLOCATION: \$ 88,355.00

**45-A-14 APPROVAL – USE OF TITLE FUNDS – VARIOUS VENDORS**

BE IT RESOLVED that upon recommendation of the Superintendent and as per 18A:18A-5(5), the Waldwick Board of Education approves the use of Title funds from various vendors as follows:

FUND:	VENDOR	AMOUNT
ARP/ESSER III	Heinemann	\$1,791.41
ARP/ESSER III	Heinemann	\$686.84
ARP/ESSER III	Heinemann	\$5,433.62
ARP/ESSER III	Heinemann	\$1,791.41
ARP/ESSER III	Heinemann	\$686.84
ARP/ESSER III	Heinemann	\$4,221.47
ARP/ESSER III	Heinemann	\$1,671.22
Title II	Diaz Education	\$1,600.00
Title III	Summit K12	\$1,995.00
Title I and IV	IXL	\$6,826.00
Title IV	Newsela	\$2,016.00
ARP/ESSER III	BFW	\$5,013.94
ARP/ESSER III and Title I Supplies	Titlewave	\$20,595.66

ARP/ESSER III	Scholastic	\$109.89
Title II	The Autism Helper	\$330
ARP/ESSER III	Titlewave	\$832.20

**45-A-15 APPROVAL – DISTRICT MENTORING PLAN**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the District Mentoring Plan for the 2024-2025 school year that is on file in the Director of Curriculum's Office.

**45-A-16 APPROVAL – PROFESSIONAL DEVELOPMENT PLAN**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the Professional Development Plan for the 2024-2025 school year that is on file in the Director of Curriculum's Office.

**45-A-17 APPROVAL - DISTRICT NURSING PLAN**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the District Nursing Plan for the 2024-2025 school year that is on file in the Director of Curriculum's Office.

**45-A-18 APPROVAL - DUAL ENROLLMENT PROGRAM - BERGEN COMMUNITY COLLEGE**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves a dual enrollment program with Bergen Community College as per the attached agreement.

**45-A-19 APPROVAL - DUAL ENROLLMENT PROGRAM - RAMAPO COLLEGE**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves a dual enrollment program with Ramapo College as per the attached agreement.

**45-A-20 APPROVAL - LIBRARY OF CONGRESS COMMEMORATIVE FLAGS TO BE FLOWN - HIGH SCHOOL/MIDDLE SCHOOL TURF FIELD SECONDARY FLAGPOLE**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves flags commemorating the Library of Congress Commemorative Month be flown on the High School/Middle School

Turf Field secondary flagpole for the 2024-2025 school year.

**45-A-21      APPROVAL OF CURRICULUM GUIDES, TEXTBOOKS, COURSES OF STUDY**

BE IT RESOLVED that the Waldwick Board of Education approves the Curriculum Guides, Textbooks and the Middle School and High School Courses of Study for the 2024-2025 school year.

**45-A-22      APPROVAL – 2024-25 LEASE AGREEMENT – WYCKOFF FAMILY YMCA**

BE IT RESOLVED, that upon recommendation of the Superintendent, the attached lease agreement between the Waldwick Board of Education and the Wyckoff Family YMCA for the period September 1, 2024 to June 30, 2025, be approved.

**45-A-23      APPROVAL – CONTRACT – MUSIC THEATRE INTERNATIONAL – MIDDLE SCHOOL PRODUCTION**

BE IT RESOLVED that upon recommendation of the Superintendent, the attached contract with Music Theatre International, NY, NY for the Middle School production rights be approved.

**45-A-24      APPROVAL - REGION I TRANSPORTATION COORDINATION - ATHLETICS**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education does hereby approve an agreement with the Region 1/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2024/2025 school year. The services to be provided are for athletic transportation.

BE IT FURTHER RESOLVED, that the Waldwick Board of Education agrees to abide by the Transportation Services Agreement as published by the Region 1/Mahwah Board of Education and attached to this resolution.

**45-A-25      APPROVAL - FRONTLINE EDUCATION - AESOP ABSENCE AND SUBSTITUTE MANAGEMENT SOFTWARE - 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the renewal with Frontline Education for AESOP Absence and Substitute Management software in the amount of \$14,749.60 for the 2024-2025 school year.

**45-A-26 APPROVAL – STRAUSS ESMAY POLICY ALERT/ONLINE POLICY SERVICE – 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the renewal of the PolicyAlert and Support System, Online Maintenance Fee and Public Access Online Annual for a fee of \$4,965.00 for the 2024-2025 School Year.

**45-A-27 APPROVAL - SUBSCRIPTION/ACCESS/DIGITAL RENEWALS - 2024-2025 SCHOOL YEAR - VARIOUS VENDORS**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the subscription/access/digital renewals for the following vendors for the 2024-2025 school year:

Vendor / Company	Cost	Description/ Product	School	Date
Nessy Learning Center	\$576.00	Nessy Program	Traphagen	7/1/2024-6/30/2025
Learning A-Z	\$1,690.08	Raz Kids License	Traphagen	7/1/2024-6/30/2025
CDW-G	\$3,150.00	VMWare Renewal	District	7/1/2024-6/30/2025

**45-A-28 APPROVAL - PURCHASE OF HARDWARE/SOFTWARE THROUGH EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY COOPERATIVE BID PRICING SYSTEM –CDW-G**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the purchase of six (6) laptops, warranties and accidental damage for District staff in the amount of \$4,701.72 and equipment for the Technology Department in the amount of \$2,266.69 through the Educational Services Commission of New Jersey Cooperative Bid ESCNJ/AEPA -22G.

**45-A-29 APPROVAL - PURCHASE OF PARTS - CHROMEBOOKPARTS.COM**

BE IT RESOLVED that upon recommendation of the Superintendent, the



Waldwick Board of Education approves the purchase of LCD panels and adapters from Chromebookparts.com in the amount of \$329.80.

**45-A-30      APPROVAL - OPTIMUM LIGHTPATH - ADDITIONAL CHARGE FOR  
INTERNET/DATA AND TELEPHONE/VOICE SERVICES FOR JUNE 2024 -  
ESCNJ BID #18/19-46**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the additional charge for internet/data and telephone/voice services for June 2024 in the amount of \$1,449.00 through ESCNJ Bid #18/19-46.

**45-A-31      APPROVAL – PURCHASE OF FIVE (5) OUTDOOR SPEAKERS -  
MILLENNIUM COMMUNICATIONS GROUP, INC. – STATE CONTRACT  
#A88740**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the purchase of five (5) outdoor speakers for the High School from Millennium Communications Group, Inc. in the amount of \$5,242.75 through State Contract #A88740.

**45-A-32      APPROVAL - PURCHASE OF HID PROXIMITY CARDS - CM3 BUILDING  
SOLUTIONS - CCESC BID #66CCEPS**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the purchase of HID Proximity Cards from CM3 Building Solutions in the amount of \$775.00 through CCESC Bid #66CCEPS.

**45-A-33      APPROVAL - PURCHASE OF TWO WAY RADIOS - COMMAND RADIO  
COMMUNICATIONS - THE VILLAGE SCHOOL USING NON-PUBLIC  
SECURITY FUNDS**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the purchase of two way radios, charging units and batteries in the amount of \$1,189.28 using Non-Public Security Funds.

**45-A-34      APPROVAL - ASPIRIS - ACCESS CONTROL ISONAS DOOR LICENSE  
RENEWAL - THE VILLAGE SCHOOL USING NON-PUBLIC SECURITY  
FUNDS**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the renewal of the access control

Isonas door license from Aspiris in the amount of \$1,384.00 using Non-Public Security Funds.

**45-A-35      APPROVAL - FOLLETT SCHOOL SOLUTIONS - DESTINY LIBRARY  
MANAGER CLOUD LICENSE RENEWAL - THE VILLAGE SCHOOL USING  
NON-PUBLIC TEXTBOOK FUNDS**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the renewal of Destiny Library Manager Cloud Licensing from Follett School Solutions in the amount of \$1,686.07 using Non-Public Textbook Funds.

**45-A-36      APPROVAL – PURCHASE OF FURNITURE - BUSINESS OFFICE -  
W.B.MASON - ED-DATA BID #12288**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the purchase of a desk chair for the Business Office in the amount of \$474.00 through Ed-Data Bid #12288.

**45-A-37      APPROVAL – PLUMBING SUPPLIES/SERVICE – VARIOUS PLUMBING  
REPAIRS - PUBLIC SEWER/BOGUSH - ED-DATA BID #11647**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves Public Sewer/Bogush to clear/snake a water fountain and urinal in the Middle School in the amount of \$425.00, repair Middle School and sink drains and trap, replace three (3) faucets in the art room sinks at the Middle School and replace Middle School faculty mens room utility sink faucet in the amount of \$4,685.00 through Ed-Data Bid #11647.

**45-A-38      APPROVAL - NEW COVE BASE IN HIGH SCHOOL WOODSHOP -  
MATHUSEK, INC.**

BE IT RESOLVED that upon recommendation of the superintendent, the Waldwick Board of Education approves Mathusek, Inc. to supply and install new cove base in the High School Woodshop in the amount of \$3,246.00.

**45-A-39      APPROVAL - PURCHASE OF F-350 PICK-UP TRUCK WITH PLOW -  
NIELSEN FORD - STATE CONTRACT #23-FLEET-34922**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the purchase of a pick-up truck with plow from Nielsen Ford in the amount of \$59,483.70 through State Contract #23-FLEET-34922.

**45-A-40      APPROVAL – PURCHASE OF CUSTODIAL SUPPLIES THROUGH ATRA  
JANITORIAL SUPPLY COMPANY, INC. – HCESC BID #34HUNCCP**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the purchase of floor finish, descaler and cleaners in the amount of \$1,307.00 through HCESC Bid #34HUNCCP.

**45-A-41      APPROVAL - LEAD IN WATER TESTING - LEW ENVIRONMENTAL -  
ED-DATA BID #11636**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves Lead in Water Testing to be conducted by Low Environmental in the amount of \$4,725.00 for all locations through Ed-Data Bid #11636.

**45-A-42      APPROVAL – ELECTRICAL WORK – VARIOUS LOCATIONS - J&J  
ELECTRIC**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education authorizes J&J Electric to wire for projector outlet on stage at Traphagen, recessed light with LED and emergency light in each of four (4) bathrooms at the High School, separate circuits, label panel and outlets in the Middle School and replace four (4) wall sconces with new round LED lights in the amount of \$4,400.00 the lowest quote obtained.

**45-A-43      APPROVAL - CONTRACT - THE HIGHER EDUCATION STUDENT  
ASSISTANCE AUTHORITY (HESAA)**

BE IT RESOLVED that upon recommendation of the Superintendent, the attached contract with The Higher Education Student Assistance Authority (HESAA) to provide access to limited student FAFSA filing status information through the NJFAMS be approved

**45-A-44      APPROVAL - ACCEPTANCE OF NON-RESIDENT STUDENT - TUITION  
BASED**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves a non-resident student C.W. to attend J.A. Traphagen School on a tuition basis to be billed \$16,646 which will be adjusted in January 2025 when new rates are released as per BOE Policy.

**45-A-45      APPROVAL - ACCEPT PROPOSAL OF ENGINEERING SERVICES  
AND CONSTRUCTION DOCUMENTS FOR ARTIFICIAL TURF -  
WALDWICK HIGH SCHOOL BASEBALL FIELD - LAN ASSOCIATES**

BE IT RESOLVED that upon recommendation of the Superintendent, the Waldwick Board of Education approves the attached proposal of engineering services and construction documents from LAN Architects for the Waldwick High School Baseball Field Artificial Turf.

## FINANCE

### 45-F-1 APPROVAL – CERTIFICATION

BE IT RESOLVED that pursuant to *N.J.A.C. 6A:34A-16.10(c) 3*, I, John Griffin, certify that as of July 31, 2024, no budgetary line item account has obligations or payments (contractual orders) which in total exceeds the amount appropriated by the District Board of Education, and

BE IT RESOLVED that pursuant to *N.J.A.C. 6A:34A-16.10(c) 4*, we certify that as of July 31, 2024, 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 overexpended and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

### 45-F-2 APPROVAL – ACCEPT FINANCIAL REPORTS

BE IT RESOLVED that the Waldwick Board of Education acknowledges that it receives and accepts the revised reports due to additional ASCERS funding of the secretary for June 2024, and the reports for July 2024 and certifies that the reports indicate that no major account or fund is over expended in violation of *N.J.A.C. 6:20-2.13* and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

### 45-F-3 APPROVAL – BILL SCHEDULES

Schedule #3-24.25	dated 7/15/2024	\$3,600.00
Schedule #4-24.25	dated 7/30/2024	237.55
Schedule #5-24.25	dated 8/1/2024	494,696.00
C-1	dated 7/18/2024	2,300.00

### 45-F-4 APPROVAL - TRANSFER SCHEDULE

BE IT RESOLVED that the Business Administrator is authorized to make intra-account transfers for August 2024 which shall become part of this resolution.

## PERSONNEL

***All personnel appointments are conditioned upon New Jersey State Department approval criminal background check.***

**45-P-1      APPROVAL   -   RESIGNATION   -   GRACE   D'ANNIBALE   -  
COLLABORATIVE   - J.A. TRAPHAGEN SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, the resignation of Grace D'Annibale, Collaborative Aide, be accepted, effective 8/1/2024.

**45-P-2      APPROVAL - RESCIND APPOINTMENT - RACQUEL BUONOCORE -  
COLLABORATIVE AIDE - J.A. TRAPHAGEN SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Racquel Buonocore, be rescinded as a Collaboration Aide at J.A. Traphagen School for the period September 1, 2024 through June 30, 2025.

**45-P-3      APPROVAL - APPOINTMENT - GIANNA D'AMATO - SCIENCE  
TEACHER - MIDDLE SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Gianna D'Amato, who holds a Biological Science Certificate be appointed as a Science Teacher at a salary of \$60,490 per annum (BA Step 2 of the 2024-2025 salary guide) for the period September 1, 2024 to June 30, 2025.

*(Replacement for Morton)*

**45-P-4      APPROVAL - APPOINTMENT - LEANDRA GALASSO - SCHOOL  
SOCIAL WORKER - MIDDLE/HIGH SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Leandra Galasso, who holds a School Social Worker Certificate be appointed as a School Social Worker at a salary of \$80,315 per annum (MA Step 11 of the 2024-2025 salary guide) for the period September 1, 2024 to June 30, 2025.

*(Replacement for Beck)*

**45-P-5      APPROVAL - APPOINTMENT - ANGELA BUCK - SCHOOL SOCIAL WORKER - ELEMENTARY**

BE IT RESOLVED that upon recommendation of the Superintendent, Angela Buck, who holds a School Social Worker Certificate be appointed as a School Social Worker at a salary of \$70,215 per annum (MA Step 6 of the 2024-2025 salary guide) for the period September 1, 2024 to June 30, 2025.

*(New position)*

**45-P-6      APPROVAL - APPOINTMENT - KRISTY DUNLEAVY - SCHOOL NURSE - MIDDLE/HIGH SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Kristy Dunleavy, who holds a School Nurse Certificate be appointed as a School Nurse at a salary of \$77,740 per annum (MA + 45 Step 3 of the 2024-2025 salary guide) for the period September 1, 2024 to June 30, 2025.

*(Replacement for Dematteo)*

**45-P-7      APPROVAL - APPOINTMENT - LEAVE REPLACEMENT - ELIZABETH PACCIONE FOR CHRISTINE TAVAREZ - SPECIAL EDUCATION TEACHER - J.A. TRAPHAGEN SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Elizabeth Paccione, who holds an Elementary Certificate and a Teacher of Students with Disabilities Certificate be appointed as a Special Education Teacher at a salary of \$69,815 per annum (MA Step 5 of the 2024-2025 salary guide) for the period September 1, 2024 to June 30, 2025.

BE IT FURTHER RESOLVED that Elizabeth Paccione be designated as a replacement for Christine Tavarez and the 2024-2025 school year shall not accrue for purposes of tenure.

**45-P-8      APPROVAL - APPOINTMENT - TATYANA FANSHTEYN - COLLABORATIVE AIDE - J.A. TRAPHAGEN SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Tatyana Fanshteyn, be appointed as a Collaboration Aide at J.A. Traphagen School for the period September 1, 2024 through June 30, 2025.

29.36 hours per week @ \$20.25 (Step 1 of the guide) per hour with no health benefits.

*(Replacement for Iorio)*

**45-P-9      APPROVAL   -   APPOINTMENT   -   ARIELLE   JENNINGS   -  
COLLABORATIVE AIDE - J.A. TRAPHAGEN SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Arielle Jennings, be appointed as a Collaboration Aide at J.A. Traphagen School for the period September 1, 2024 through June 30, 2025.

29.36 hours per week @ \$20.25 (Step 1 of the guide) per hour with no health benefits.

*(Replacement for Gold)*

**45-P-10      APPROVAL   -   APPOINTMENT   -   ELIZABETH   MANCINI   -  
COLLABORATIVE AIDE - J.A. TRAPHAGEN SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Elizabeth Mancini, be appointed as a Collaboration Aide at J.A. Traphagen School for the period September 1, 2024 through June 30, 2025.

29.36 hours per week @ \$20.90 (Step 2 of the guide) plus \$875 (prorated) for Substitute Certificate per hour with no health benefits.

*(Replacement for D'Annibale)*

**45-P-11      APPROVAL   -   APPOINTMENT   -   ZAKIYYA   ANDERSON   -  
COLLABORATIVE AIDE - J.A. TRAPHAGEN SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Zakiyya Anderson, be appointed as a Collaboration Aide at J.A. Traphagen School for the period September 1, 2024 through June 30, 2025.

29.36 hours per week @ \$20.90 (Step 2 of the guide) per hour with no health benefits.

*(Replacement for Oscar)*



**45-P-12      APPROVAL - APPOINTMENT - LUNCH AIDE - LUCIA PERINO - CRESCENT TRAPHAGEN SCHOOL**

BE IT RESOLVED that upon recommendation of the Superintendent, Lucia Perino be appointed as a Lunch Aide at J.A. Traphagen School effective 9/1/2024 through June 30, 2025.

2 hours per day @ \$15.13 per hour

*(Replacement for Quinn)*

**45-P-13      APPROVAL - 2024-2025 - DISTRICT ADMINISTRATOR SALARY AUTHORIZATION**

BE IT RESOLVED that upon recommendation of the Superintendent, the following District Administrator's Salary Authorization be approved for the 2024-2025 school year.

Joshua Sussman	Director of School Counseling	\$ 119,715
	Services Longevity	\$ 3,750

\*Supercedes July 15, 2024 Agenda

**45-P-14      APPROVAL - 2024-2025 - CERTIFICATED INSTRUCTIONAL AND EDUCATIONAL SERVICES STAFF SALARY AUTHORIZATIONS**

BE IT RESOLVED that upon recommendation of the Superintendent, the attached Certificated Instructional and Educational Services Staff Salary Authorizations be approved for the 2024-2025 school year.

**45-P-15      APPROVAL – APPOINTMENT – 2024-25 ADVISOR POSITIONS**

BE IT RESOLVED that upon recommendation of the Superintendent, the following appointments be approved for the 2024-25 school year:

Jennifer Cuomo	School Coverage Coordinator	\$2,500
Donna Doheny	School Coverage Coordinator	\$2,500
Marci Hirkaler	School Coverage Coordinator	\$2,500
Penny Gastman	HS Testing Coordinator	\$2,000
Kim Rifi	HS Testing Coordinator	\$2,000
Jillian Beckerle	Math Club	\$1,200

**45-P-16      APPROVAL – 2024-2025 TEACHER SALARY RECLASSIFICATIONS**

BE IT RESOLVED that upon recommendation of the Superintendent, the attached listing of teachers, having submitted appropriate documentation for salary reclassification, be approved for salary reclassification on the 2024-2025 salary guide effective September 1, 2024.

**45-P-17      APPROVAL - 2024-2025 CURRICULUM WRITING**

BE IT RESOLVED that upon recommendation of the Superintendent, the following staff member be approved for 2024-2025 Curriculum Writing at a rate of \$130 per day, retroactive to July 1, 2024.

Sara Carlson                      ELA                      12 days

**45-P-18      APPROVAL – 2024-2025 MENTORS – PROVISIONAL TEACHER PROGRAM**

BE IT RESOLVED that upon recommendation of the Superintendent, the following mentors be approved for the provisional teachers indicated for the 2024-2025 school year – mentors to be compensated by provisional teacher as indicated:

<u>Provisional teacher</u>	<u>Mentor</u>	<u>Amount</u>
Gianna D'Amato	Lara Maul	\$550
Savanna Serra	Carla Pastore	\$550
Paige Wonsowicz	Janice Guerra	\$550
Megan Finan	Andrea Bednar Thumm	\$220*

\*prorated

**45-P-19      APPROVAL - HOME INSTRUCTION - CERTIFICATED STAFF**

BE IT RESOLVED that upon the recommendation of the Superintendent, all Certificated Staff be approved for Home Instruction for the 2024-2025 school year.

**45-P-20      APPROVAL - APPOINTMENT - CHILD STUDY TEAM SUMMER WORK**

BE IT RESOLVED that upon recommendation of the Superintendent, the following Assignments be approved, up to and if needed, in accord with the following, retroactive 8/1/24 - 8/20/24.

Jessica Andre                      29.25 hours @ \$52.19/hour                      \$1,526.56

**45-P-21      APPROVAL - STUDENT TEACHERS - J.A. TRAPHAGEN SCHOOL**

BE IT RESOLVED that upon the recommendation of the Superintendent, the following Student Teacher be approved:

Teacher Candidate:      Rena Casalinho  
Dates:                      Fall/Spring (9/1/24 - 5/14/25)  
School:                     William Paterson University  
Assigned to:                Jenny Boyd

Teacher Candidate:      Justin Grippo  
Dates:                      Fall/Spring (9/1/24 - 12/13/24)  
School:                     William Paterson University  
Assigned to:                Jessica Palaia

Intern:                      Jenna Chiavelli  
Cooperating Therapist:    Kimberly Rifi  
School:                     Montclair State University  
Date:                        Fall/Spring (9/2/24 -6/30/25)

**45-P-22      APPROVAL - 2024-2025 CERTIFICATED SUBSTITUTE LIST**

BE IT RESOLVED that upon recommendation of the Superintendent, the attached list of certificated substitutes be approved for the 2024-2025 school year.

**45-P-23      APPROVAL - 2024-2025 NON CERTIFICATED SUBSTITUTE LIST**

BE IT RESOLVED that upon recommendation of the Superintendent, the attached list of non-certificated substitutes be approved for the 2024-2025 school year.

ADMINISTRATION

RESOLUTIONS

BACK-UP

AUGUST 19, 2024  
REGULAR MEETING

Whereas pursuant to 6A:23A-5.8 activities that benefit students and are part of the instructional program including expenditures for field trips need the destinations pre-approved by the Board of Education for the 2024 - 2025 school year.

<u>Grade Level / Club</u>	<u>Location</u>
5th Grade Students	Waldwick Middle School
HS Football Team	Waldwick Town Pool
12th Grade - SLE Students	Walgreens / W's Village Grille
2nd Grade Students	Waldwick Middle School
1st Grade Students	Waldwick Library

# POLICY

## WALDWICK BOARD OF EDUCATION

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### BYLAWS

#### 0141 BOARD MEMBERS NUMBER AND TERM

The Board of Education shall consist of seven members.

The term of a Board member shall be three years, except vacancies in the membership of the Board shall be filled in accordance with the provisions of N.J.S.A. 18A:12-15. Each Board member appointed to fill a vacancy shall serve until the organizational meeting following the next annual election unless the Board member is appointed to fill a vacancy occurring within the sixty days immediately preceding such election if the annual election is held in April, or occurring after the third Monday in July if the election is held in November, to fill a term extending beyond such election, in which case the Board member shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy, and any vacancy for the remainder of the term shall be filled at the annual election or the second annual election next succeeding the occurrence of the vacancy, as the case may be.

N.J.S.A. 18A:12-6; 18A:12-9; 18A:12-11; 18A:12-15

N.J.S.A. 18A:13-8 et seq. [**regional districts**]

N.J.S.A. 18A:54-16 et seq. [**vocational districts**]

Adopted: 9 May 2011

Revised: 19 August 2024



# POLICY

## WALDWICK BOARD OF EDUCATION

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### PROGRAM

#### 2200 CURRICULUM CONTENT

The Board of Education will provide the instruction and services mandated by law and rules as necessary for the implementation of a thorough and efficient system of free public education and such other instruction and services as the Board deems appropriate for the thorough and efficient education of the students of this district. The Board shall annually approve a list of all programs and courses that comprise the district's curriculum and shall approve any subsequent changes in the curriculum in accordance with Policy 2220 – Adoption of Courses.

For the purpose of this Policy “curriculum” means planned learning opportunities designed to assist students toward the achievement of the intended outcomes of instruction.

The curriculum will be reviewed by the Superintendent and shall, as a minimum, include the curricular mandates of N.J.S.A. 18A – Education, N.J.A.C. 6A – Education, and the New Jersey Student Learning Standards.

#### **Districts with secondary school(s)**

[and the courses required by Policy 5460 – High School Graduation and N.J.A.C. 6A:8-5 for high school graduation.]

The Superintendent is responsible for implementing the curriculum approved by the Board.

The curriculum shall be consistent with the educational goals and objectives of this district and the New Jersey Student Learning Standards and be responsive to identified student needs. The Superintendent shall, in consultation with staff members, assure the effective articulation of curriculum across all grade levels and among the schools of this district.

N.J.S.A. 18A:35-1 et seq.

N.J.A.C. 6A:8-1.1 et seq.; 6A:14 et seq.

New Jersey Student Learning Standards

Adopted: May 9, 2011

Revised: August 22, 2016

Revised: August 19, 2024



# POLICY

## WALDWICK BOARD OF EDUCATION

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### TEACHING STAFF MEMBERS

#### 3160 PHYSICAL EXAMINATION

The Board of Education shall require any candidate for employment who has received a conditional offer of employment to undergo a physical examination pursuant to N.J.S.A. 18A:16-2.a. to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA), pursuant to N.J.A.C. 6A:32-6.3.

If upon completing an examination it is determined a candidate for employment who received a conditional offer of employment is unable to perform with reasonable accommodation job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent of Schools, if the Board has not yet approved the appointment, or by the Board, if the Board had approved the appointment at a Board meeting.

In accordance with N.J.A.C. 6A:32-6.2(a), the Board will develop the requirements for the physical examination and provide for notification to candidates for employment regarding the requirements for the physical examination which shall include, but not be limited to, a health history to include past serious illnesses and injuries; current health problems; allergies; and a record of immunizations. The physical examination shall also include, but not be limited to, a health screening to include, but not be limited to: height and weight; blood pressure; pulse and respiratory rate; vision screening; and hearing screening.

Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of physical examinations required by this Policy performed by a physician or institution designated by the Board. However, the candidate shall bear the cost if the examination is performed by a physician or institution designated by the candidate with approval of the Board. In the event the Board approves the physician or institution designated by the candidate to complete an examination required by this Policy, the candidate will be provided with the detailed requirements of the examination.

Teaching staff member physicals, examinations, and/or annual medical updates do not require screening or disclosure of HIV status.

The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

Health records of candidates for employment and current teaching staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files pursuant to N.J.A.C. 6A:32-6.3(d). The information contained in medical records shall be kept confidential. Only the teaching staff member, the Superintendent, and the school medical inspector





# POLICY

## WALDWICK BOARD OF EDUCATION

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shall have access to medical information regarding an individual teaching staff member. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

Pursuant to N.J.A.C. 6A:32-6.3(c), an individual teaching staff member may provide health-status information, including medications that may be of value to medical personnel in the event of an emergency requiring treatment. In such instances, a teaching staff member may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency.

Pursuant to N.J.S.A. 18A:16-2, the Board may require physical or psychiatric examinations of a teaching staff member whenever, in the Board's judgment, a teaching staff member shows evidence of deviation from normal physical or mental health. Any additional individual examinations will be pursuant to the requirements of N.J.A.C. 6A:32-6.3(b). Additional examinations and/or certifications may be required to verify fitness in accordance with Policy 3161 – Examination for Cause or disability in accordance with Policies 3425 – Work Related Disability Pay and 3435 – Anticipated Disability.

42 USC 12101

N.J.S.A. 18A:16-2; 18A:16-3; 18A:16-5

N.J.A.C. 6A:32-6.1; 6A:32-6.2; 6A:32-6.3

Adopted: 9 May 2011

Revised: 19 August 2024



# POLICY

## WALDWICK BOARD OF EDUCATION

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### SUPPORT STAFF

#### 4160 PHYSICAL EXAMINATION

The Board of Education shall require any candidate for employment who has received a conditional offer of employment to undergo a physical examination pursuant to N.J.S.A. 18A:16-2.a. to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA), pursuant to N.J.A.C. 6A:32-6.3.

If upon completing an examination it is determined a candidate for employment who received a conditional offer of employment is unable to perform with reasonable accommodation job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent of Schools, if the Board has not yet approved the appointment, or by the Board, if the Board had approved the appointment at a Board meeting.

In accordance with N.J.A.C. 6A:32-6.2(a), the Board will develop the requirements for the physical examination and provide for notification to candidates for employment regarding the requirements for the physical examination which shall include, but not be limited to, a health history to include past serious illnesses and injuries; current health problems; allergies; and a record of immunizations. The physical examination shall also include, but not be limited to, a health screening to include, but not be limited to: height and weight; blood pressure; pulse and respiratory rate; vision screening; and hearing screening.

Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of physical examinations required by this Policy performed by a physician or institution designated by the Board. However, the candidate shall bear the cost if the examination is performed by a physician or institution designated by the candidate with approval of the Board. In the event the Board approves the physician or institution designated by the candidate to complete an examination required by this Policy, the candidate will be provided with the detailed requirements of the examination.

Support staff member physicals, examinations, and/or annual medical updates do not require screening or disclosure of HIV status.

The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

Health records of candidates for employment and current support staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files pursuant to N.J.A.C. 6A:32-6.3(d). The information contained in medical records shall be kept



# POLICY

## WALDWICK BOARD OF EDUCATION

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confidential. Only the support staff member, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual support staff member.

Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

Pursuant to N.J.A.C. 6A:32-6.3(c), an individual support staff member may provide health-status information, including medications that may be of value to medical personnel in the event of an emergency requiring treatment. In such instances, a support staff member may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency.

Pursuant to N.J.S.A. 18A:16-2, the Board may require physical or psychiatric examinations of a support staff member whenever, in the Board's judgment, a support staff member shows evidence of deviation from normal physical or mental health. Any additional individual examinations will be pursuant to the requirements of N.J.A.C. 6A:32-6.3(b). Additional examinations and/or certifications may be required to verify fitness in accordance with Policy 4161 – Examination for Cause or disability in accordance with Policies 4425 – Work Related Disability Pay and 4435 – Anticipated Disability.

42 USC 12101

N.J.S.A. 18A:16-2; 18A:16-3; 18A:16-5

N.J.A.C. 6A:32-6.1; 6A:32-6.2; 6A:32-6.3

Adopted: 9 May 2011

Revised: 19 August 2024



# POLICY

## WALDWICK BOARD OF EDUCATION

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### STUDENTS

#### 5350 STUDENT SUICIDE PREVENTION

The Board of Education recognizes that depression and self-destruction are problems of increasing severity among students. Students under severe stress cannot benefit fully from the educational program and may pose a threat to themselves or others.

The Board directs all school district staff members to be alert to a student who exhibits warning signs of self-destruction or who threatens or attempts suicide. Any such warning signs or the report of such warning signs from another student or staff member shall be taken with the utmost seriousness and reported immediately to the Principal or designee.

The Principal or designee shall immediately contact the parent(s) of the student exhibiting warning signs of suicide to inform the parent(s) the student will be referred to the Child Study Team or a Suicide Intervention Team, appointed by the Superintendent or designee, for a preliminary assessment. Upon completion of the preliminary assessment, the Principal or designee shall meet with the parent(s) to review the assessment. Based on the preliminary assessment, the parent(s) may be required to obtain medical or psychiatric services for the student. In the event the parent(s) objects to the recommendation or indicates an unwillingness to cooperate in the best interests of the student, the Principal or designee will contact the New Jersey Department of Children and Families, Division of Child Protection and Permanency to request intervention on the student's behalf.

In the event the student is required to obtain medical or psychiatric services, the parent(s) will be required to submit to the Superintendent a written medical clearance from a licensed medical professional, selected by the parent(s) and approved by the Superintendent, indicating the student has received medical services, does not present a risk to themselves or others, and is cleared to return to school. The written medical clearance may be reviewed by a Board of Education healthcare professional before the student is permitted to return to school. The parent(s) shall be required to authorize their healthcare professional(s) to release relevant medical information to the school district's healthcare professional, if requested.

In accordance with N.J.A.C. 6A:14-1.1(d), special education and related services shall be provided to students with disabilities at public expense, with no charge to the parents. A clearance by a psychiatrist or other medical professional as a requirement to return to school is considered an assessment provided at public expense. The district shall not require the parents to incur the cost of psychiatric clearance.

In accordance with the provisions of N.J.S.A. 18A:6-111 and 18A:6-112, as part of the required professional development for teachers as outlined in N.J.A.C. 6A:9C-3 et seq., every teaching staff member must complete at least two hours of instruction in suicide prevention, to be provided by a



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## WALDWICK BOARD OF EDUCATION

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licensed health care professional with training and experience in mental health issues, in each professional development period. The instruction in suicide prevention shall include information on the relationship between the risk of suicide and incidents of harassment, intimidation, and bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Not including teaching staff members subject to the requirements of N.J.S.A. 18A:6-112.a. and not including licensed mental health care professionals, a school employee or an employee of a contracted service provider who has regular and direct contact with students, as determined by the Board, shall complete a one-time training program in suicide prevention, awareness, and response identified by the New Jersey Department of Education (NJDOE) pursuant to N.J.S.A. 18A:6-112.c. A person subject to the requirements of N.J.S.A. 18A:6-112.b. shall complete the required training program not less than twelve months from the date of the identification by the NJDOE of training programs or twelve months from the person's date of hire, whichever occurs later.

Not less than twelve months following the date of the identification by the NJDOE of the training programs or not less than twelve months from the person's date of hire, and annually thereafter, the district shall provide to their employees who are subject to the requirements of N.J.S.A. 18A:6-112.a. or b., in a hard copy paper form or in an electronic form, guidelines on the district's reporting and suicide prevention, awareness, and response protocols including, but not limited to, contact information for each school's designated staff who should be notified whenever an employee believes a student may be at risk for suicide.

Each person who is required pursuant to N.J.S.A. 18A:6-112.a. or b. to complete a suicide prevention training program shall have a duty to warn and protect when the following conditions exist:

1. A student has communicated to that person a clearly identifiable threat of imminent, serious physical violence against oneself and the circumstances are such that a reasonable person would believe the student intended to carry out the threat; or
2. The circumstances are such that a reasonable person would believe the student intended to carry out an act of imminent, serious physical violence against oneself.

A person acting in good faith and who takes reasonable steps to discharge a duty to warn and protect shall be immune from civil and criminal liability in regard to that disclosure.

Any school district staff member, volunteer, or intern with reasonable cause to suspect or believe that a student has attempted or completed suicide, shall immediately report the information to the



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## WALDWICK BOARD OF EDUCATION

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Principal or designee or their immediate supervisor who will immediately report it to the Superintendent or designee. The Superintendent or designee shall promptly report it online to the New Jersey Department of Children and Families, or as otherwise required by the Department of Children and Families in accordance with N.J.S.A. 30:9A-24. In accordance with N.J.S.A. 30:9A-24.i., any person who reports an attempted or completed suicide shall have immunity from any civil or criminal liability on account of the report, unless the person has acted in bad faith or with malicious purpose.

The Superintendent shall prepare and disseminate guidelines to assist school district staff members in recognizing the warning signs of a student who may be contemplating suicide, to respond to a threat or attempted suicide, and to prevent contagion when a student commits suicide.

N.J.S.A. 18A:6-111; 18A:6-112

N.J.S.A. 30:9A-23; 30:9A-24

N.J.A.C. 6A:9C-3 et seq.; 6A:14-1.1

Adopted: 9 May 2011

Revised: 21 November 2011

Revised: 22 August 2016

Revised: 19 August 2024



## **8420 EMERGENCY AND CRISIS SITUATIONS**

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district shall develop and implement comprehensive plans, procedures, and mechanisms that provide for safety and security in the district's public elementary and secondary schools. Plans and procedures, which shall be in written form, and mechanisms shall provide for, at a minimum: the protection of the health, safety, security, and welfare of the school population; the prevention of, intervention in, response to, and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and support services for staff, students, and their families, in accordance with N.J.A.C. 6A:16-5.1(a).

Pursuant to N.J.S.A. 18A:41-6, "school security drill" means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

The Superintendent of Schools or designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners, and school and other community resources, as appropriate, in the development of the district's plans, procedures, and mechanisms for school safety and security in accordance with N.J.A.C. 6A:16-5.1(b). The plans, procedures, and mechanisms shall be consistent with the provisions of N.J.A.C. 6A:16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education. The plans, procedures, and mechanisms shall be reviewed annually and updated as appropriate.

Pursuant to N.J.S.A. 18A:41-15, in developing its districtwide school safety and security plan, the district shall: demonstrate that it has considered the individual needs of each student with a disability, as enumerated in the students' individualized education programs (IEP), individualized health care plans, 504 plans, or, in the case of students with disabilities enrolled in nonpublic schools, service plans pursuant to N.J.S.A. 18A:46-2.15; and incorporate protocols into the districtwide school safety and security plan for communicating the individual needs of each student with a disability, when appropriate and in compliance with the "Family Educational Rights and Privacy Act of 1974," (20 USC §1232g), to third parties including, but not limited to, first responders and emergency management agencies.

A copy of the school safety and security plan shall be disseminated to all employees pursuant to N.J.A.C. 6A:16-5.1(c). New employees shall receive a copy of the school safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees



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shall be notified in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The district shall develop and provide an in-service training program for all employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the district's plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees shall receive the in-service training within sixty days of the effective date of their employment. The in-service training program for all employees shall be reviewed annually and updated as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district's practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.b. In the event an individual is employed in a substitute capacity in the district at the time the school safety and security training is being provided to full-time employees pursuant to N.J.S.A. 18A:41-7.a., the district shall include the individual in the training.

Any information or training provided pursuant to N.J.S.A. 18A:41-7 shall address the unique needs of students with disabilities in the event of a fire drill, school security drill, or actual emergency situation. All full-time employees and individuals employed in the district in a substitute capacity shall be made aware of any anticipated mobility, sensory, medical, social, communication, emotional, regulatory, and decision-making support needs of students in the care of the employee and any supports, modifications, accommodations, and services to be provided to students, as enumerated in their IEPs, individualized health care plans, 504 plans, or service plans pursuant to N.J.S.A. 18A:46-2.15.

The district shall ensure a student's unique mobility, sensory, medical, social, communication, emotional, regulatory, and decision-making needs in the event of a fire drill, school security drill, or an actual emergency situation that may occur on school grounds is maintained in the student record. The documentation maintained in the student record shall indicate whether or not the student is able to safely and fully participate in fire drills or school security drills without the use of supplementary supports, modifications, accommodations, or services, or if any accommodations are needed, including determining areas of refuge during an emergency, in accordance with N.J.S.A. 18A:46-2.15.a.

If it is determined a student requires supplementary supports, modifications, accommodations, or services in order to safely and fully participate in a fire drill or school security drill, a written plan shall be maintained in the student record, pursuant to N.J.S.A. 18A:46-2.15.b. The written





plan shall: describe the anticipated mobility, sensory, medical, social, communication, emotional, regulatory, and decision-making support needs of the student during a fire drill or school security drill and during an actual emergency situation; describe the supports, modifications, accommodations, and services to be provided to the student during a fire drill or school security drill and during an actual emergency situation; and describe the role of school employees in supporting the student during a fire drill or school security drill and during an actual emergency situation, including the need for any specific training of school employees. The district shall on a regular basis, but not less than once annually, perform a review of any determinations made pursuant to N.J.S.A. 18A:46-2.15 to evaluate the school security needs of a student.

Every Principal of a school of two or more rooms, or of a school of one room when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs. Employees of the district, whether occupying buildings of one or more stories, shall keep all exterior doors and exits locked at all times except when necessary to comply with the requirements set forth in the Uniform Fire Code, including applicable requirements during an emergency lockdown or an emergency lockdown drill. All students and staff shall fully participate in each drill conducted to the greatest extent practicable and, when appropriate, utilize procedures for assisting in the rescue of persons unable to use the general means of egress to ensure that participation does not pose a safety risk. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual school security emergency that occurs at a school during the month that includes activities which are the equivalent of a drill shall be considered a school security drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year. In accordance with N.J.S.A. 18A:41-7a., notwithstanding any other provision of law to the contrary, the district shall ensure that a school security drill that occurs when students are present:

1. Includes clear, developmentally and age-appropriate messaging to students and staff at the conclusion of the drill that the event is a drill and that no current danger exists;
2. Does not expose students to content or imaging that is not developmentally or age-appropriate;
3. Is paired with trauma-informed approaches to address any student inquiries or concerns which may arise as a result of a school security drill;



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4. Does not include the use of fake blood, real or prop firearms, or the simulations of gun shots, explosions, or other sounds or visuals that may induce panic or a traumatic response from a student or school district employee;
5. Does not require a student to role play as a victim, but may include first aid training in which students participate; and
6. Is accessible to students with disabilities and mental health conditions, and provides all necessary accommodations for these students.

The Principal or designee shall provide written notification to the parent of a student enrolled in the school following completion of a school security drill, which notice shall be provided to the parent by no later than the end of the school day on which the school security drill is conducted.

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1. The district may permit emergency personnel access to the buildings and grounds of its schools for school security drills that are scheduled outside of school hours and during such times as students are not present, pursuant to N.J.S.A. 18A:41-7a.c.

The district shall review and update its school security drill procedures using a process that coincides with the review of the school safety and security plan developed pursuant to N.J.A.C. 6A:16-5.1 and collects input from emergency personnel; parents of students enrolled in the district; teachers and staff employed in the district; mental health professionals; and student government representatives from multiple grade levels, pursuant to N.J.S.A. 18A:41-7a.d.

The district shall annually track data on such measures and information as required by the Commissioner of Education, and shall report the data to the Commissioner, pursuant to N.J.S.A. 18A:41-7a.e.

Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds in accordance with N.J.A.C. 6A:16-5.1.

The district will be required to annually submit a security drill statement of assurance attesting to the completion of monthly school security drills to the New Jersey Department of Education/County Office of Education by June 30 of each school year, in accordance with



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N.J.A.C. 6A:30 App.A. Each school in the district will be required to complete and retain a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 2C:33-3

N.J.S.A. App.A.:9-86

N.J.S.A. 18A:41-1; 18A:41-2; 18A:41-6; 18A:41-7; 18A:41-7a.;  
18A:41-15; 18A:46-2.15

N.J.A.C. 6A:16-5.1; 6A:30 App.A.

Adopted: 9 May 2011

Revised: 16 November 2020

Revised: 6 June 2022

Revised: 19 August 2024



# POLICY

## WALDWICK BOARD OF EDUCATION

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### OPERATIONS

#### 8467 FIREARMS AND WEAPONS

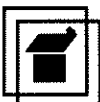
The Board of Education prohibits the possession, use, or exchange of any firearm or weapon in any school building, on school grounds, at any school-sponsored event, and on school sanctioned transportation except as the possession and use of a firearm or weapon is authorized by law and required in the performance of the possessor's duty.

For the purpose of this Policy, "weapon" means items enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined by N.J.S.A. 2C:39-1(f). For the purpose of this Policy, "firearm" means those items enumerated in N.J.S.A. 2C:39-1(f) and 18 USC §921.

Pursuant to N.J.A.C. 6A:16-6.3(b), whenever a school employee develops reason to believe a firearm, as defined in N.J.S.A. 2C:39-1(f) and 18 USC §921, or other deadly weapon, whether enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined in N.J.S.A. 2C:39-1(f) and 18 USC §921, has unlawfully been brought onto school grounds or a student or other person is in unlawful possession of a firearm or other deadly weapon on or off school grounds, or a student or other person has committed an offense with or while in possession of a firearm on or off school grounds or during school operating hours, the matter shall be reported as soon as possible to the Principal or designee, or in the absence of the Principal or designee, to the staff member responsible at the time of the alleged violation. Either the Principal or designee or the responsible staff member shall notify the Superintendent, who in turn shall notify as soon as possible the county prosecutor or other law enforcement official designated by the county prosecutor to receive such information. The Superintendent or designee shall provide to the county prosecutor or designee all known information concerning the matter, including the identity of the student or staff member involved.

The Principal or designee shall conduct an appropriate search in accordance with Policy 5770 – Student Right of Privacy and, if appropriate and feasible, confiscate any firearm or weapon discovered in the course of the search. The Principal or designee may summon the aid of law enforcement officials in the conduct of the search. Any school employee who confirms the presence of a firearm or weapon under circumstances that place persons at serious risk may confiscate the firearm or weapon immediately and may use such force as is reasonable and necessary to obtain possession.

Unless the firearm or weapon has been taken into custody by a law enforcement official, the Principal or designee shall immediately secure the confiscated firearm or weapon in a secure and locked location and report the presence of the firearm or weapon to the Superintendent. Pursuant to N.J.A.C. 6A:16-6.3(b), the Superintendent shall promptly notify local law enforcement that a firearm or weapon is present on school premises and request removal of the firearm or weapon by an



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authorized law enforcement official. The Superintendent shall obtain and file a receipt for any firearm or weapon removed by a law enforcement official.

Any student who possesses, uses, or exchanges a firearm or weapon in violation of this Policy shall be subject to stringent discipline. Any student or school employee who suspects or knows of the presence of a firearm or weapon in violation of this Policy and fails to report the same shall be subject to discipline. Pursuant to N.J.A.C. 6A:16-6.3(b), any person who possesses a firearm or weapon on school premises or school transportation or at a school-sponsored function shall be reported to the appropriate law enforcement agency.

The Board shall immediately remove a student who is convicted or adjudicated delinquent for possession of a firearm on school grounds; convicted or adjudicated delinquent for committing a crime while in possession of a firearm on school grounds; or found knowingly in possession of a firearm on school grounds from the school's general education program for a period of not less than one calendar year, in accordance with N.J.A.C. 6A:16-5.5(a) and Policy and Regulation 5611 – Removal of Students for Firearms Offenses.

The Board shall immediately remove a student who commits an assault, as defined under N.J.S.A. 2C:12-1a(1), with a weapon, which includes, but is not limited to, items enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined by N.J.S.A. 2C:39-1(f) and 18 USC §921, upon a teacher, administrator, other school board employee, district Board of Education member, or another student on school grounds, pursuant to N.J.S.A. 18A:37-2.2 through 2.5, from the school's general education program for a period not exceeding one calendar year, in accordance with N.J.A.C. 6A:16-5.6(a) and (b) and Policy and Regulation 5613 – Removal of Students for Assaults with Weapons Offenses.

Students with disabilities violating the provisions of this Policy shall be addressed in accordance with the provisions of N.J.A.C. 6A:14-2.8.

Nothing in this Policy shall be construed to prohibit the reporting of a crime committed by a child with a disability to the appropriate law enforcement or judicial authorities, or to prevent such authorities from exercising their responsibilities with regard to the application of Federal or State law to crimes committed by a child with disabilities.

The procedures for removal from and return to the general education program of a student for firearms offenses and assaults with weapons offenses shall be in accordance with Policy and Regulation 5611 – Removal of Students for Firearms Offenses and Policy and Regulation 5613 – Removal of Students for Assaults with Weapons Offenses.

The Superintendent or designee shall prepare regulations to implement this Policy for the guidance of school staff in dealing with incidents involving firearms or weapons in the school district.



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The school district's reporting requirements to law enforcement officials and the handling of firearms and weapons outlined in this Policy and Regulation 8467 and in accordance with N.J.A.C. 6A:16-3 and N.J.A.C. 6A:16-4 shall be in addition to any reporting and handling requirements included in the current Memorandum of Agreement Between Education and Law Enforcement Officials.

N.J.S.A. 2C:12-1(a)1; 2C:39-1; 2C:58-6.1; 2C:58-15

N.J.S.A. 18A:6-1; 18A:37-2.2; 18A:37-2.3; 18A:37-2.4; 18A:37-2.5

N.J.S.A. 23:4-16

N.J.A.C. 6A:14-2.8 et seq.; 6A:16-5.5; 6A:16-5.6; 6A:16-6.3; 6A:16-6.4

Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act

18 USC 921

20 USC 1415

Adopted: 9 May 2011

Revised: 19 August 2024



# POLICY

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### COMMUNITY

#### **9181 - VOLUNTEER ATHLETIC COACHES AND CO-CURRICULAR ACTIVITY ADVISORS/ASSISTANTS**

The Board of Education recognizes the services of volunteer athletic coaches and co-curricular activity advisors/assistants bring unique skills to the district, enrich the athletic and co-curricular program, assist district coaching and co-curricular staff members in the performance of their duties, and enhance the relationship between the school district and the community. Therefore, the Board authorizes a program for the utilization of volunteer athletic coaches and co-curricular activity advisors/assistants in the district.

For the purposes of this Policy, "volunteer athletic coach and co-curricular activity advisor/assistant" is a person who is not paid by the Board, assisting under the direct supervision of an appropriately certified or licensed school district employee, and provides assistance for the school activity.

The Superintendent of Schools or designee will be responsible for the recruitment and screening of volunteer athletic coaches and co-curricular activity advisors/assistants and their assignment. The district is not obligated to utilize the proffered services of a volunteer as determined by the Superintendent.

These volunteers must be recommended by the Superintendent and approved by the Board prior to assuming any responsibilities.

The Superintendent or designee will prepare and promulgate rules of conduct for volunteer athletic coaches and volunteer co-curricular activity advisors/assistants. Each volunteer athletic coach and co-curricular activity advisor/assistant will be given a copy of this Policy.

The following guidelines shall govern the service of a volunteer athletic coach and volunteer co-curricular activity advisor/assistant:

1. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants may serve only under the direction and direct supervision of an appropriately certified or licensed head and/or assistant coach or activity advisor or assistant employed by the Board;
2. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must clearly understand their duties and responsibilities and perform no services outside those duties;
3. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants serve only in a support capacity and only head or assistant coaches or activity advisors or assistants employed by



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the Board are responsible for the supervision and instruction provided to students participating in athletic programs or co-curricular activities;

4. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall respect the individuality, dignity, and worth of each student;

5. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants are not permitted access to student records;

6. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must not disclose any confidential student matters the volunteer athletic coach or volunteer activity advisor/assistant becomes aware of as a result of their volunteer responsibilities;

7. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall consult with the Superintendent or designee regarding any matters or questions regarding their duties and responsibilities;

8. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall receive no financial remuneration from the Board; and

9. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants may be immediately relieved of their volunteer responsibilities, with or without cause, by the Superintendent with such action to be recommended to the Board by the Superintendent at the next Board meeting following relief of duties.

Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants will be screened for tuberculosis in accordance with the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants will be required to participate in all mandated trainings required for their position and any other trainings as required by the Superintendent or designee.

All school volunteer athletic coaches and co-curricular activity advisors/assistants must obtain a criminal history record check prior to working as a volunteer.

N.J.S.A. 18A:6-7.1; 18A:6-7.2

Adopted: 9 May 2011

Revised: 27 February 2012

Revised: 19 August 2024





## **DUAL ENROLLMENT ARTICULATION AGREEMENT**

**WHEREAS** the parties to this agreement believe that planning and working together can strengthen their course offerings, provide new opportunities to students, increase the number of students they serve, encourage more students to earn a college degree, and qualify some courses for both high school and college credit, now therefore be it **AGREED between:**

**Bergen Community College, 400 Paramus Road, Paramus, NJ**

*And*

**Waldwick High School  
155 Wyckoff Avenue, Waldwick, NJ**

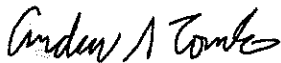
This articulation has been agreed upon for the course equivalencies found in Addendum A.

These courses will be offered to students who are prepared to meet rigorous academic requirements and demonstrate the ability to successfully complete the course. These courses will carry the equivalent number of college credits that traditional college students receive for taking the course(s) at the college:

1. The course will be taught by high school faculty with appropriate credentials\*. The qualification of prospective dual enrollment instructors will be determined by the Bergen Community College Chair in consultation with the Bergen Community College's Divisional Dean, thus ensuring the Bergen Community College's Academic Department's requirements for teaching the college level course. Professional development hours will be granted to the instructors for their participation in this program.
2. In the event that the pre-approved teacher is no longer conducting the dual enrolled class, at that time, the high school must submit the proper documentation in the form of transcripts and curriculum vitae in order to approve that teacher's replacement. College credit will be granted only upon approval of replacement teacher's credentials.
3. The high school agrees to incorporate the course content, assignments, assessments and expected outcomes contained in the BCC syllabus into their classroom curriculum. The dual enrollment courses must be conducted in accordance with the posted college schedule. To fulfill the requirement of the credit contact hours, the duration of each course must match or exceed the number of weeks per semester established by the college.
4. Students taking an English or Mathematics course must complete the applicable subject pre-requisites for dual enrollment, as governed by the particular inter-institutional course, with a grade of "C" or better. A transcript reflecting the satisfactory completion of the pre-requisite must be attached to the registration form.

5. The dual enrollment staff will conduct semi-annual classroom observations and/or meetings with the high school teacher to review the course syllabus and collect samples of completed assignments and assessments.
6. Students will be charged for the course, if they opt for college credits, at 50% of the currently applicable tuition rate based on the geographical location of the school district or school at the time of registration plus a one-time registration fee. Students who qualify for free and reduced lunch will be responsible for only the registration fee pursuant to N.J. statute 18A:61C-6.
7. The high school must adopt the grading scale used by the College. Grades for the inter-institutional courses will be reflected on Bergen Community College's spring semester transcript. Faculty must enter grades according to the Bergen Community College's grading scale policy. All final grades must be submitted on a course roster by the deadline provided.
8. The partnership school is responsible for annually notifying all parents and students of the opportunities to earn college credit through dual enrollment including but not limited to providing information describing the program and the online process of applying and registering for the inter-institutional courses.
9. Credits and degrees will only be granted in accordance with the academic policies and regulations described in the current Bergen Community College Catalog which information can be found at [www.bergen.edu](http://www.bergen.edu). The partnership school bears the responsibility of ensuring that the students are registered for the correct corresponding course offered through the Dual Enrollment Program as set forth in this Agreement. Students must register within the prescribed registration dates. Students must be actively attending the dual enrolled course in order to receive college credit.
10. The duration of this agreement is for the **2024-2025 academic year** and each year the two parties will meet to discuss renewal arrangements. The high school must submit a course curriculum, together with documentation supporting teacher eligibility, prior to June 30 for the forthcoming academic year.

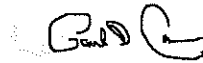
**Bergen Community College**



**Dr. Andrew Tomko**  
**Vice President of Academic Affairs**

July 03, 2024  
Date

**Waldwick High School**



**Paul Casarico**  
**Superintendent of Schools**

July 08, 2024  
Date

***\* Master's Degree in Appropriate Subject Area or Professional Competency in Vocational/Technology Preparatory Courses as approved by BCC Divisional Dean/Chair***

## **Addendum A**

<u>High School Course</u>	<u>BCC Course</u>	<u>BCC Course Code</u>	<u>BCC Credits</u>
Anatomy & Physiology CPE	Anatomy & Physiology I	BIO-109	4.0
Drawing & Painting	Drawing Fundamentals	ART-124	3.0
Drawing & Painting	Painting I	ART-127	3.0
Advanced Culinary Arts	Food Protection & Safety	HRM-102	3.0
Intro to Culinary Arts	Menu Planning & Nutrition	HRM-106	1.0
Law & Society	Introduction to Criminal Justice	CRJ-101	3.0
French IV CPE/Honors	French I	LAN-110	3.0
TV Production	TV Production I	COM-106	3.0
Personal Finance	Personal Finance & Money Mgmt	BNF-102	3.0
Accounting	Financial Accounting	ACC-110	3.0
Journalism & Today's Media	Introduction to Journalism	COM-201	3.0



STRATEGIC ENROLLMENT, OUTREACH AND ENGAGEMENT  
505 Ramapo Valley Road, Mahwah, NJ 07430-1680  
Phone (201) 684-7461

## RAMAPO COLLEGE OF NEW JERSEY AND WALDWICK HIGH SCHOOL

### Ramapo College Rise Program (Senior Option and Dual Enrollment)

This Dual Enrollment Program Agreement ("Agreement") is by and between Ramapo College of New Jersey ("RCNJ") and Waldwick Board of Education for its high school Waldwick High School ("WHS").

#### A. Purpose

The parties agree to establish an academic affiliation that will allow qualified WHS students to enroll in courses during their senior year at RCNJ that will satisfy WHS curricular graduation requirements and allow students to earn RCNJ college credit. Further, RCNJ and WHS agree to providing opportunities for students to earn dual enrollment credits through RCNJ.

#### B. Senior Option at WHS

Students who wish to participate in WHS Senior Option at RCNJ will have the option of enrolling in up to two (2) courses at RCNJ. RCNJ will identify courses within their catalog offerings that satisfy WHS graduation requirements. RCNJ will work with WHS to identify seats available in courses in the afternoon or evening that align with the WHS schedule. *It is the responsibility of WHS students to review their final schedule with an appropriate counselor to make sure all courses taken meet high school requirements.*

##### a. RCNJ Admissions Criteria to the Senior Option

The following criteria must be met in order to be eligible to attend RCNJ:

1. A **cumulative** GPA of **3.0** or better after your Junior Year at WHS
2. Pass **all portions of the assessment(s) required by the State of New Jersey for high school graduation.**
3. Achieve qualifying test scores on the SAT, ACT or Accuplacer **prior to June**. Any tests taken after June will not be accepted for this Agreement.

##### Score requirements:

- a.) SAT = 620 or better in the Evidence Based Reading and Writing section and 580 or better in Math section;  
OR

- b.) ACT composite score of 26 or higher for both English and Math placement;  
OR
- c.) Accuplacer scores as determined by RCNJ

- 4. WHS students must obtain permission from WHS to apply to the RCNJ Senior Option.
- 5. WHS students must complete the non-matriculated student application and appropriate FERPA waivers.

#### **C. Dual Enrollment Courses**

WHS Students will also have the option to enroll in dual enrollment courses taught at WHS by WHS faculty. In order for a dual enrollment course to be offered, RCNJ and WHS agree to meet all requirements outlined in Appendix A for Dual Enrollment.

#### **D. Tuition and Fees**

RCNJ is a 4-credit course system, meaning that most courses at RCNJ are worth 4 credits. A special high school student rate has been agreed to at \$132.24/credit in Academic year 2023/2024 that includes standard tuition and fees as well as a parking pass. This rate will increase annually at the same rate of RCNJ tuition's increase.

#### **E. Term**

This Agreement shall be in effect for a period of one (1) year, commencing with the 2024/2025 school year. This Agreement may be renewed for three (3) additional one-year terms, upon the mutual written consent of the parties.

#### **F. Termination**

Either party has the right to terminate the Agreement with 30 days' notice in writing to the other party.

#### **G. General Provisions**

- 1. **Annual Evaluation.** WHS and RCNJ will assign a staff member to serve as a liaison to assure the maintenance of communications between the two parties. In addition, both parties will review this Agreement annually and make any changes by mutual Agreements when necessary.
- 2. **Anti-Discrimination.** The parties agree not to discriminate in employment and agree to abide by all anti-discrimination laws including those contained within N.J.S.A. 10:2-1 through N.J.S.A. 10:2-4, N.J.S.A.10:5-1 et seq. and N.J.S.A.10:5-31 through 10:5-38, and all rules and regulations issued there under.
- 3. **Americans With Disabilities Act.** The parties agree to comply with all provisions of the Americans with Disabilities Act (ADA), P.L. 101-336, in accordance with 42 U.S.C. 12101, et seq.

4. **Compliance With Laws.** The parties shall comply with all local, state and federal laws, rules and regulations applicable to this Agreement.

It is intent and understanding of the parties to this Agreement that every provision required by law to be inserted in this Agreement shall be and is deemed inserted herein. If through a mistake or otherwise, such a provision is not inserted or is not inserted in correct form, then this Agreement shall forthwith upon the application of either party be amended by such insertion so as to comply strictly with the law, without prejudice to the rights of either party.

5. **Assignment.** This Agreement shall be binding to WHS and RCNJ and their respective successors and assigns. The Agreement may not be assigned in whole or in part, without the prior written consent of both parties. Such consent, if granted, shall not relieve either party of any of its responsibilities under this Agreement.
6. **Independent Contractors.** This Agreement shall not establish an employer/employee relationship, joint venture, or partnership Agreement hereby expressly or by implication between WHS and RCNJ. Each of the parties to this Agreement shall continue to be autonomous and shall be governed independently by their respective governing boards and administrations except insofar as this Agreement specifically states to the contrary. Neither party hereto, nor their respective employees, shall be construed to be the agent, employees or representative of the others.
7. **Liabilities.** Each party agrees that each party shall be responsible for any damages, liabilities or injuries that arise from an error, omission or negligence of its own party, its directors, agents, or employees, related to this agreement.
8. **Maintenance Of Records.** The parties shall maintain records associated with the performance of this contract in accordance with the applicable provisions of the New Jersey State Record Retention Policy. Such records shall be made available to either party upon request for purposes of conducting an audit or for ascertaining other information that may be required.

The parties will maintain all documentation related to this transaction for a period of five years from the date of the final payments. Such records shall be made available to the New Jersey Office of State Comptroller upon request pursuant to N.J.A.C 17:44-2.2.

9. **Student Records.** Both RCNJ and WHS agree to comply with the requirements set forth in The Family Educational Rights and Privacy Act (20 U.S.C. §1232g) and its implementing regulations (34 CFR § 99.1 et seq.) (collectively, "FERPA"), and N.J.A.C.32-7.1 et seq. regarding WHS student information and education records.

**10. Compliance with N.J.S.A. 18A; 61C-10.**

- a. A description of the course available to students eligible to participate in the dual enrollment program will be attached as Exhibit A.
- b. An eligible student will not be excluded from participation because of an inability to pay.
- c. Any dual enrollment course taught on WHS campus will be equivalent in rigor to courses taught on the campus of RCNJ.
- d. WHS shall publicize the program to prospective students and his/her parent or guardian through, including, but not limited to, informational sessions with the parents/students, and distribution of materials via email and the Board website.

**11. Tuition Payments.** Given that RCNJ provides a significant discount on the courses in its special high school rate, if a student (s) has been determined by HIGH SCHOOL to be unable to pay, HIGH SCHOOL or the district will cover the cost of enrollment for that student (s).

**12. HIB.** In the event RCNJ staff has witnessed or has reliable information that a WHS has been subject to, harassment, intimidation or bullying, he/she shall report the incident to the appropriate WHS official designated by school district policy, or to any school administrator or safe schools' resources officer, who shall immediately initiate the school district's procedures concerning school bullying.

**13. Background Check.** RCNJ shall ensure, at its own expense, that each RCNJ employee or volunteer that may be assigned to dual enrollment program with WHS has had a criminal background check and that said background check indicates no adverse finding. Any such adverse finding will be reviewed by RCNJ's People Operations and Employee Resources Department. The services under this Agreement shall not begin or proceed until RCNJ complies with the requirements of this section. Failure to ensure that criminal background checks have been performed within said time limitation shall be deemed a material breach of this Agreement by RCNJ and as such, serves as a basis for the WHS to immediately terminate this Agreement if said breach remains uncured by RCNJ for ten (10) business days after receiving notice of the breach.

**14. Governing Law.** This Agreement, and all claims arising out of or relating to this Agreement, shall be governed as construed and the rights and obligations of the parties hereto shall be determined in accordance with the laws of the State of New Jersey, including without limitation, the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq., and the New Jersey Contractual Liability Act, N.J.S.A. 59:13-1 et seq., and the regulations of the New Jersey State Department of Education and Commission on Higher Education.

**15. Entire Agreement.** This Agreement supersedes any and all other agreements, between the parties with respect to the obligations of WHS and/or RCNJ, and this Agreement contains all the covenants and agreements between the parties with

respect to this Concurrent Enrollment Program Agreement. The parties agree that no oral representations or written representations, other than contained herein, were relied upon by the parties, or form additional terms of this Agreement.

**16. Modification.** It is understood and agreed that the parties may revise or modify this Agreement by written amendment only when both parties agree to such amendment.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective on the date written below.

WALDWICK HIGH SCHOOL

\_\_\_\_\_ Date: \_\_\_\_\_

)

RAMAPO COLLEGE OF NEW JERSEY

Michael  
Middleton

Digitally signed by  
Michael Middleton  
Date: 2024.07.24  
09:54:37 -04'00'

\_\_\_\_\_  
Dr. Michael Middleton  
Provost and Vice President for Teaching  
Learning and Growth

Date: \_\_\_\_\_



## Appendix A

### **Dual Enrollment Program Agreement**

#### **A. Purpose**

Ramapo College of New Jersey ("RCNJ") seeks to establish academic affiliations that will allow qualified Waldwick Board of Education ("WHS") students to enroll in courses delivered at WHS by WHS faculty and to earn credits at RCNJ. The sections that follow outline the various parameters of the Agreement to insure that all coursework and credits delivered at WHS match RCNJ learning outcomes and academic standards and reflect the strength of the RCNJ curriculum.

#### **B. WHS Requirements of the Affiliation**

1. WHS will submit to RCNJ the academic credentials of the instructors scheduled to teach courses earning RCNJ credits by August 1 (for a fall course) or January 1 (for a spring course) for approval.
2. WHS faculty must meet established RCNJ standards for teaching (i.e., minimum degree requirements, appropriate academic discipline, etc.).
3. WHS will submit to RCNJ the syllabi, using a modified standard RCNJ syllabus template, as well as the textbooks and other materials of the proposed courses by August 1 (for a fall course) or January 1 (for a spring course) for approval.
4. WHS will promote the option to students enrolled in the pre-requisite courses.
5. WHS will require that students enrolled in the program and their parents complete the concurrent enrollment student application and registration form, transcript release, and FERPA documents by September 15 (for a fall course) and February 1 (for a spring course).
6. WHS will require that any course offered by WHS for RCNJ credit meets a minimum of 3,000 minutes to satisfy federal requirements for a 4-credit course.
7. WHS students are required to routinely check their Ramapo email account, which will provide them access to their account bill as well as other pertinent academic and financial information.
8. WHS will provide a list of students enrolled in the identified courses to RCNJ by September 15 (for a fall course) and February 1 (for a spring course).
9. WHS students will be required to adhere to the RCNJ academic calendar, which specifies dates for withdrawals, refunds, and other processes. Dates may be adjusted to provide a comparable period of time for WHS students to meet applicable deadlines.
10. WHS students will utilize their Ramapo identification number and log onto RCNJ's information system for access to billing and other pertinent information.
11. WHS will administer online course evaluations before the end of each course.
12. WHS will submit to the RCNJ Registrar's Office a list of final grades, with instructor signatures, for students enrolled in the courses within one week of the last day of the class.

13. WHS will inform students that courses in which they are enrolled will appear on RCNJ transcripts and that completion of coursework does not guarantee transfer of that coursework to other higher education institutions.
14. WHS will coordinate with RCNJ's Office of Specialized Services accommodation plans for any students to ensure compliance with both parties' policies and procedures.

**C. *RCNJ Requirements of the Affiliation***

1. RCNJ will verify the credentials of course instructors through the appropriate Dean's Office and communicate formal approval of the instructors to WHS by August 15 (for a fall course) and January 15 (for a spring course).
2. RCNJ will verify that the descriptions and the learning outcomes of the selected courses align with the descriptions and the learning outcomes of the equivalent RCNJ courses and that the courses include any standard course requirements.
3. RCNJ will invite instructors to participate in orientations, training, and workshops offered at RCNJ.
4. RCNJ will conduct at least one faculty site visit (i.e., classroom observation) each time the course is offered in a given year.
5. RCNJ will review and archive course evaluations in accordance with standard State of New Jersey record retention requirements.
6. RCNJ will provide WHS with transcripts at the end of the course.
7. RCNJ will share its grading system and other relevant academic policies with WHS so that WHS students are held to the same standards as RCNJ students on campus.

## Appendix B

Recommended courses for Waldwick High School 12<sup>th</sup> grade students. All are 4 credit courses.

- **Waldwick High School - Entrepreneurship**  
Ramapo equivalent:  
RCNJ Entrepreneurial Essentials - BADM 235

## LEASE AGREEMENT

THIS LEASE AGREEMENT, made this 19th day of August 2024

BETWEEN: THE WALDWICK BOARD OF EDUCATION, with principle offices located at 155 Summit Avenue, in the Borough of Waldwick, County of Bergen and State of New Jersey (hereinafter referred to as "Landlord"),

AND: THE WYCKOFF FAMILY YMCA, a non-profit organization with offices at P.O. Box 203, 691 Wyckoff Avenue, in the Borough of Wyckoff, County of Bergen and State of New Jersey (hereinafter referred to as "Tenant").

### WITNESSETH:

That the Landlord does hereby lease to the Tenant and the Tenant does hereby lease from the Landlord the following described premises; provided, however, that the Landlord reserves the exclusive right to alter room assignments as necessary during the term of this lease as determined by room availability in each elementary school:

	AM Availability	PM Availability
Crescent Elementary School	Library*	Room 108 (Kindergarten Room)*
Julia A. Traphagen Elementary	All Purpose Room*	Art & Music Building*

\* The Landlord may substitute and/or provide additional rooms prior to the commencement of the Lease and/or during the terms of this lease to accommodate the Tenant.

In consideration of these promises and other good and valuable consideration including the covenants, terms and conditions hereinafter set forth, the parties hereto agree as follows:

1. The term of this lease shall be for one (1) school calendar year commencing on September 1, 2024 and ending on June 30, 2025, unless this lease is terminated sooner or extended further as hereinafter provided.
2. The Tenant covenants and agrees to pay to the Landlord, as rent for and during the terms hereof a fee of \$15,000 per year payable in \$1,500 monthly installments as authorized by N.J.S.A. 18A:20-8.2.
3. The Tenant expressly agrees that the leased premises shall be used exclusively for a Child Care Center and that enrollment in any Child Care Center shall be limited to only those children who are otherwise enrolled in the Waldwick School District during the regular school year. If

transportation is required for the purposes set forth herein, the Tenant shall provide the transportation, and the Tenant shall indemnify and save the Landlord, its officers, agents, servants and employees harmless from any and all such claims, actions, suits, proceedings, costs, expenses, damages and liabilities arising out of, connected with, related to or resulting directly from the Tenant's use of such transportation, and the Tenant shall satisfy, pay and discharge all judgments that may be recovered against the Landlord, its officers, agents, servants and employees in any and all such actions.

4. The Tenant shall make no alteration to the leased premises without the prior written consent of the Landlord.
5. Landlord shall provide Tenant with the use of the outside play area at Crescent Elementary School and Julia A. Traphagen Elementary School, in accordance with a schedule to be agreed upon between the Tenant and the Principal of each such school.
6. The Tenant's use of the subject premises, as herein provided, shall be in accordance with the following schedule:

School calendar full days	7:30 a.m. – 8:35 a.m.
(First grade – Fifth grade; Crescent Elementary School And Julia A. Traphagen Elementary School)	2:40 p.m. – 6:00 p.m.

School calendar minimum days	7:30 a.m. – 8:35 a.m.
(First grade – Fifth grade; Crescent Elementary School And Julia A. Traphagen Elementary School)	12:35 p.m. – 6:00 p.m.

School calendar full days	7:30 a.m. – 8:35 a.m.
(Kindergarten – Crescent Elementary)	2:40 p.m. – 6:00 p.m.

School calendar minimum days	7:30 a.m. – 8:35 a.m.
(Kindergarten – Crescent Elementary)	12:35 p.m. – 6:00 p.m.

School calendar full days	7:30 a.m. – 8:35 a.m.
(Kindergarten – Traphagen Elementary)	2:40 p.m. – 6:00 p.m.

School calendar minimum days	7:30 a.m. – 8:35 a.m.
(Kindergarten – Traphagen Elementary)	12:35 p.m. – 6:00 p.m.

School calendar holidays And recesses	NO DAY CARE
--	-------------

7. The Tenant shall maintain and provide the Landlord with a current list of all personnel employed by the Tenant, and the list shall indicate the name of the school to which each employee is assigned. The Tenant shall notify the Landlord in writing within forty-eight (48) hours whenever there is a change in personnel, including employment, termination or the transfer of personnel between school sites.
8. Personnel employed by the Tenant shall be at the subject premises and on duty prior to the arrival of the Tenant's students. Such personnel shall so remain on duty until all of the Tenant's students have left subject premises.
9. The Tenant's instructional programs shall be self-contained and shall require no support from personnel employed by the Landlord.
10. The Tenant will provide and pay for direct telephone services for its use. The installation of such telephone services shall be subject to the approval of the Principals of the above-named elementary schools, and the Principals shall not unreasonably withhold this approval.
11. Except for such losses, damages and injuries to property and persons occasioned by the negligence or willful acts of the Landlord, its agents, servants, students and visitors, the Tenant assumes all risks of and responsibility and liability for any and all losses, damages and injuries to persons and property which the Landlord or any other persons may incur during and/or arising from and/or related to the Tenant's use of the leased premises. The Tenant shall indemnify and save the Landlord, its officers, agents, servants and employees harmless from any and all such claims, actions, suits, proceedings, costs, expenses, damages and liabilities arising out of, connected with and/or resulting directly from and during the Tenant's use of the leased premises, and the Tenant shall satisfy, pay and discharge any and all judgments that may be recovered against the Landlord, its officers, agents, servants and employees in any and all such actions.
12. The Tenant shall furnish the Landlord with a current certificate of liability insurance naming the Landlord as an additional insured in an amount equal to that which the Landlord maintains (\$300,000.00 minimum combined single unit and \$1,000,000.00 excess coverage). The Tenant expressly agrees to procure its liability insurance from the Landlord's insurance carrier to comply with this provision of the Lease, and the Tenant shall provide the Landlord with a current certificate verifying the purchase and existence of this coverage.
13. The Tenant shall maintain insurance for Fire Legal Liability with a minimum coverage of \$250,000.00, and shall provide the Landlord with a current certificate verifying the purchase and existence of this coverage. In the event of fire or other casualty, the Landlord shall promptly repair any damages and proceed as speedily as possible in so doing. However, if the Landlord determines that the premises are so destroyed or so extensively damaged that it cannot expeditiously restore the premises to

- accommodate the Tenant, then this lease as it pertains to the destroyed premises shall be deemed to have expired.
14. The Tenant shall maintain additional insurance for the following purposes:
    - a. Worker's Compensation Insurance;
    - b. Student Accident Insurance;
    - c. Legal Liability/Teachers Professional Liability/Molestation Insurance for all of the Tenant's employees; and
    - d. Business Personal Property Insurance to insure against loss or damage to all of the Tenant's personal property, if any, which is used in the course of the Tenant's operation of its child care program.
  15. In the event that the Landlord does not need the leased premises for its own use, and subject to the recommendation of the Superintendent of Schools of the Borough of Waldwick, the Landlord shall give the Tenant the first option to renew this lease agreement upon mutually acceptable terms if the Landlord, at its sole discretion, elects to lease the subject premises after the expiration of the term of this lease agreement. The Landlord shall make the lease renewal offer in writing and shall deliver to the Tenant this first option to renew this lease agreement upon mutually accepted terms. The lease renewal offer shall be in writing and delivered to Tenant prior to June 1 of the year in which the lease term is due to expire. Such offer shall be based upon the terms and conditions contained herein, unless otherwise modified as hereinafter provided. The Tenant shall accept the lease renewal offer in writing and deliver to the Landlord the written acceptance within thirty (30) days of the Tenant's receipt of the offer. The lease renewal offer shall be deemed to have expired if, for some reason, the Tenant fails to accept the lease renewal offer in writing and fails to deliver the written acceptance to the Landlord within thirty (30) days of the Tenant's receipt of the offer.
  16. Any employee hired or otherwise retained by the Tenant for the purpose of operating the Tenant's Child Care Center shall be subject to a criminal background check pursuant to N.J.S.A. 18A:6-7.2. All persons applying for employment with the Tenant shall submit to the Commissioner of Education his or her name, address and fingerprints taken on standard fingerprint cards by the State mandated agency. The Commissioner of Education shall exchange fingerprint data with and receive criminal history record information from the Federal Bureau of Investigations and the Division of State Police for use in making determinations as required by the New Jersey Statutes. All persons applying for employment with the Tenant for the purposes of the Child Care Center shall bear their own costs for obtaining their fingerprints and their criminal history record check. Furthermore, the Tenant shall submit to the Superintendent of Schools for the Waldwick School District verification of compliance with N.J.S.A. 18A6-7.2 for each employee the Tenant retains, and the Tenant shall submit this verification no later than thirty (30) days after the Tenant's employee commences his or her employment.

17. Either party may terminate this lease upon ninety (90) days prior written notice to the other party.
18. The terms, conditions, covenants and provisions of this lease agreement shall be deemed to be severable. If any clause or provision herein contained shall be adjudged to be invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, it shall not affect the validity of any other clause or provision herein, and these other clauses or provisions shall remain in full force and effect.
19. The Landlord and Tenant intend that this lease agreement serve as the final expression of their agreement regarding the Tenant's use of the leased premises, and the Landlord and Tenant further intend that this lease agreement is the complete and exclusive statement of the lease agreement's terms and conditions, notwithstanding any representations or statements to the contrary made by either party. No modification of this lease agreement shall be effective unless the modification is in writing, signed by both parties and specifically states the parties intend that the writing serves as a modification of this lease agreement.



IN WITNESS WHEREOF, the Landlord and Tenant have hereunto set  
their hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

WITNESS:

BOARD OF EDUCATION OF THE  
BOROUGH OF WALDWICK

\_\_\_\_\_  
JOHN GRIFFIN  
School Business Administrator/Board Secretary

By:

\_\_\_\_\_  
DANIEL MARRO  
Board President

WYCKOFF FAMILY YMCA

WITNESS:

By:

\_\_\_\_\_  
President Board of Directors

\_\_\_\_\_  
JOYCE K. VOTTERO  
Executive Director

STATE OF NEW JERSEY )

: SS.:

COUNTY OF BERGEN )

BE IT REMEMBERED, that this \_\_\_\_\_ day of August, 2024 before me, the subscriber, a Notary Public of the State of New Jersey, personally appeared JOHN GRIFFIN, who, being duly sworn by me upon his oath, deposes and makes proof to my satisfaction, that he is the Board Secretary of the BOARD OF EDUCATION OF THE BOROUGH OF WALDWICK, the body corporate named in the within Instrument, that DANIEL MARRO is the Board President of said Board of Education, that the execution, as well as the making of this Instrument, has been duly authorized by a proper resolution of said Board of Education, that the seal affixed to said Instrument is the proper corporate seal and was thereto affixed, and that the said instrument was signed and delivered by said President as and for the voluntary act and deed of said Board of Education, in the presence of the deponent, who thereupon subscribed his/her name thereto as the attesting witness.

\_\_\_\_\_  
**JOHN GRIFFIN**

School Business Administrator/Board Secretary

Sworn and subscribed to before me  
this \_\_\_\_\_ day of August, 2024.

\_\_\_\_\_

STATE OF NEW JERSEY )

: SS.:

COUNTY OF BERGEN )

BE IT REMEMBERED, that on this \_\_\_\_\_ day of August, 2024, before me, the subscriber, a Notary Public of the State of New Jersey, personally appeared JOYCE K. VOTTERO, who, being by me duly sworn upon her oath, deposes and makes proof to my satisfaction, that she is the Executive Director of the WYCKOFF FAMILY YMCA, the Organization named in the within Instrument, that the execution, as well as the making of this Instrument, has been duly authorized by a proper resolution of the Board of Directors of said Organization, that the seal affixed to said Instrument is the proper corporate seal and was thereto affixed, and that the said Instrument was signed and delivered by said President as and for the voluntary act and deed of said Organization, in the presence of the deponent, who thereupon subscribed his/her name thereto as the attesting witness.

\_\_\_\_\_  
**JOYCE VOTTERO**

Sworn and subscribed to before me  
this \_\_\_\_\_ day of August, 2024

\_\_\_\_\_  
C:\OFFICE\WPWIN\WPDOCS\LEGAL\YMCAEX.00

Your MTI Rep: CHAZMOND PEACOCK  
 Your MTI Account Number: 8428070  
 Contract Number: 9911737

**Licensee:**

WALDWICK JUNIOR SENIOR HIGH SCHOOL  
 ATTN.: JAMES MILES  
 155 WYCKOFF AVENUE  
 WALDWICK, NJ 07463

TELE#: 2016529000 FAX:  
 E-MAIL: jamesmilesiii@aim.com

- REPRINT -

Contract Issue Date: 07/30/24  
 Contract Expiration Date: 09/10/24  
 Valid For Performances From: 11/13/24 - 11/15/24

MTI Access Code: JUN3191788

**PRODUCTION CONTRACT** for JUNIE B. JONES JR.

**AMOUNT ENCLOSED**

**SHOWKIT™**

Royalty A) For \_\_\_\_ number of performances @ \$140.00 for each  
 regular, benefit or other performance, for a total of: \$ \_\_\_\_\_  
 Regular Performance  
 Seating Limited to 120 per Performance

Non-Refundable Materials Fee (See Additional Materials Order Form for a list of ShowKit™ contents) ..... \$ 695.00

SHOWKIT SHIPPING (Rush Delivery available for \$90.00 in U.S.): ..... \$ 45.00  
Rush Delivery available in Canada for \$115.00. Canadian Shipments are by most efficient carrier, unless otherwise instructed.

SALES TAX (where applicable) ..... \$ \_\_\_\_\_

ADDITIONAL MATERIALS TOTAL (from Additional Materials Order Form — please attach): ..... \$ \_\_\_\_\_

**TOTAL AMOUNT ENCLOSED** (Payable in U.S. Funds): ..... \$ \_\_\_\_\_

**PAYMENT**

- ☐ CHECK or MONEY ORDER (No personal checks accepted. Make payable to MUSIC THEATRE INTERNATIONAL)
- ☐ CREDIT CARD: (circle one) VISA MASTERCARD AMERICAN EXPRESS
- Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_
- Name on card: \_\_\_\_\_ Billing Postal Code: \_\_\_\_\_
- Signature: \_\_\_\_\_ Amount: \_\_\_\_\_
- ☐ PURCHASE ORDERS: For schools and government agencies only, a signed, authorized purchase order is acceptable payment.

**SHIPPING**

Shipping Address: \_\_\_\_\_  
 (No P.O. Boxes)

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Note: The ShowKit™ materials will be shipped upon receipt of a signed copy of the Production Contract and the full applicable fees. Please allow approximately ten (10) days for processing.

**ACCEPTANCE**

ShowKits™ are non-transferable and non-refundable.

With this contract you are agreeing to produce JUNIE B. JONES JR.

By signing below, you agree to the terms and conditions set forth in the Dramatic Performing Rights License.

Print Your Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Day Phone: (\_\_\_\_) \_\_\_\_\_

PLEASE COMPLETE, SIGN AND RETURN ONE (1) COPY OF THIS PRODUCTION CONTRACT WITH FULL PAYMENT. BE SURE TO RETURN THE ADDITIONAL RESOURCES ORDER FORM AND/OR RIDER(S) IF APPLICABLE.

Your MTI Rep: CHAZMOND PEACOCK  
 Your MTI Account Number: 8428070  
 Contract Number: 9911737

**Licensee:**

WALDWICK JUNIOR SENIOR HIGH SCHOOL  
 ATTN.: JAMES MILES  
 155 WYCKOFF AVENUE  
 WALDWICK, NJ 07463

TELE#: 2016529000 FAX:  
 E-MAIL: jamesmilesiii@aim.com

- REPRINT -

Contract Issue Date: 07/30/24  
 Contract Expiration Date: 09/10/24  
 Valid For Performances From: 11/13/24 - 11/15/24

MTI Access Code: JUN3191788

**PRODUCTION CONTRACT** for JUNIE B. JONES JR.

**AMOUNT ENCLOSED**

**SHOWKIT™**

Royalty A) For \_\_\_\_ number of performances @ \$140.00 for each  
 regular, benefit or other performance, for a total of: .....\$ \_\_\_\_\_  
 Regular Performance  
 Seating Limited to 120 per Performance

Non-Refundable Materials Fee (See Additional Materials Order Form for a list of ShowKit™ contents) ..... \$ 695.00

SHOWKIT SHIPPING (Rush Delivery available for \$90.00 in U.S.): ..... \$ 45.00  
Rush Delivery available in Canada for \$115.00. Canadian Shipments are by most efficient carrier, unless otherwise instructed.

SALES TAX (where applicable) ..... \$ \_\_\_\_\_

ADDITIONAL MATERIALS TOTAL (from Additional Materials Order Form — please attach): ..... \$ \_\_\_\_\_

**TOTAL AMOUNT ENCLOSED** (Payable in U.S. Funds): ..... \$ \_\_\_\_\_

**PAYMENT**

- ☐ CHECK or MONEY ORDER (No personal checks accepted. Make payable to MUSIC THEATRE INTERNATIONAL)
- ☐ CREDIT CARD: (circle one) VISA MASTERCARD AMERICAN EXPRESS
- Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_
- Name on card: \_\_\_\_\_ Billing Postal Code: \_\_\_\_\_
- Signature: \_\_\_\_\_ Amount: \_\_\_\_\_
- ☐ PURCHASE ORDERS: For schools and government agencies only, a signed, authorized purchase order is acceptable payment.

**SHIPPING**

Shipping Address: \_\_\_\_\_  
 (No P.O. Boxes)

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Note: The ShowKit™ materials will be shipped upon receipt of a signed copy of the Production Contract and the full applicable fees. Please allow approximately ten (10) days for processing.

**ACCEPTANCE**

ShowKits™ are non-transferable and non-refundable.

With this contract you are agreeing to produce JUNIE B. JONES JR.

By signing below, you agree to the terms and conditions set forth in the Dramatic Performing Rights License.

Print Your Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Day Phone: ( ) \_\_\_\_\_

PLEASE COMPLETE, SIGN AND RETURN ONE (1) COPY OF THIS PRODUCTION CONTRACT WITH FULL PAYMENT. BE SURE TO RETURN THE ADDITIONAL RESOURCES ORDER FORM AND/OR RIDER(S) IF APPLICABLE.

## **STANDARD MATERIALS**

### **YOUR SHOWKIT™ WILL CONSIST OF THE FOLLOWING:**

- 30 ACTOR'S BOOK
- 1 DIRECTOR'S GUIDE
- 1 PIANO VOCAL SCORE
- 1 CHOREOGRAPHY VIDEOS DIGITAL
- 1 DOWNLOADABLE RESOURCES AND MEDIA
- 1 GUIDE VOCAL AND PERF TRACKS DIGITAL

# ADDITIONAL MATERIALS

## ADDITIONAL MATERIALS ORDER FORM

**You can order additional materials and theatrical resources at the following rates.**

To order, simply indicate the quantity of each item you would like and add the Grand Total to the Confirmation Page of this Production Contract.

ITEM	QUANTITY		COST EACH	TOTAL
ADDITIONAL MATERIALS				
ACTOR'S BOOK	20	x	\$ 10.00=	\$ 2.00.00
DIRECTOR'S GUIDE		x	\$ 100.00=	\$ .
PIANO VOCAL SCORE		x	\$ 40.00=	\$ .
THEATRICAL RESOURCES				
ACTOR'S BOOK TENPACK		x	\$ 75.00=	\$ .
CUSTOMIZABLE SHOW POSTERS AND ARTWORK		x	\$ 175.00=	\$ .
HOW DOES THE SHOW GO ON?		x	\$ 21.00=	\$ .
LOGO PACK DIGITAL		x	\$ 75.00=	\$ .
PRODUCTIONPRO-DIGITAL SCRIPT/SCORE		x	\$ 199.00=	\$ .
STAGE WRITE APPLICATION		x	\$ 150.00=	\$ .

ADDITIONAL MATERIALS TOTAL .....

ADDITIONAL MATERIALS SHIPPING .....

(do not apply shipping charge for digital items such as Logo Packs):

Add'l Materials Total	Standard	Rush	Add'l Materials Total	Standard	Rush
\$1 - \$100	\$15.00	\$44.00	\$401 - 500	\$31.00	\$120.00
\$101 - \$200	\$19.00	\$60.00	\$501 - 600	\$35.00	\$140.00
\$201 - \$300	\$23.00	\$80.00	\$601 - 700	\$39.00	\$160.00
\$301 - \$400	\$27.00	\$100.00	\$700 and up	go to mtishows.com/ship	

SALES TAX (where applicable):

**ADDITIONAL MATERIALS GRAND TOTAL (add this total to Contract Confirmation Page)**

You MUST return this form along with your contract to receive materials. All sales are final. No refunds or exchanges.

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Make sure to enter (above) the appropriate Additional Materials Shipping Charge based on the tables on the left. US and Canada only. Customers in other countries must contact MTI for exact shipping fees.

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\*\*\* For shows offering Customized Poster, the purchase of a Customized Poster requires purchase of Logo Pack. If you order a Customized Poster without ordering a Logo Pack, a Logo Pack (at \$75) will automatically be added to your order. \*\*\*

**State of New Jersey - Department of Education**

**Student Transportation Contract  
School Related Activities Renewal Contract**

<b>Board of Education of:</b>	<b>Region 1</b>
<b>In the County of:</b>	<b>Bergen</b>
<b>Multicontract or Trip #:</b>	<b>FirstStuAth</b>
<b>Contract Term:</b>	<b>July 1, 2024-June 30, 2025</b>
<b>Contractor:</b>	<b>First Student</b>
<b>Terminal Location:</b>	<b>Englewood</b>
<b>Contractor Code:</b>	<b>03-0248</b>
<b>Bid Number:</b>	<b>211822</b>
<b>Renewal Number:</b>	<b>2</b>
<b>For bonding purposes only, the estimated annual amount of this contract is:</b>	<b>\$15,000.00</b>

1. The transportation contractor shall transport students to and from school related activities as set forth in the bid specifications.
2. If the transportation contractor fully performs the services required by the specifications and this contract, the local board shall pay the contractor for the actual transportation provided.
3. The transportation contractor shall transport students not to exceed in number the capacity of the vehicle designated by the local board as set forth in the bid specifications; and comply with all applicable New Jersey statutes, regulations and procedures and with the rules of the local board governing student transportation.



<b>Board of Education of:</b>	<b>Region 1</b>
<b>In the County of:</b>	<b>Bergen</b>
<b>Multicontract or Trip #:</b>	<b>FirstStuAth</b>
<b>Contract Term:</b>	<b>July 1, 2024-June 30, 2025</b>

4. The transportation contractor shall ensure that the driver of each vehicle shall be a reliable person of a good character who shall possess all State school bus driver qualifications and licenses and shall comply with all statutes, regulations and procedures of the State of New Jersey and the rules and specifications of the local board. If, in the judgment of the local board, any driver of a vehicle operated under contract to transport students shall be deemed unsuitable to drive a school vehicle because of lack of driving skills, inability to control students, failure to comply with all applicable rules and regulations, incapacity, unbecoming conduct, or other good cause, the local board may request that transportation contractor to replace said driver. If the transportation contractor shall fail to comply with the aforesaid request, the local board may require the transportation contractor to show cause why such failure to comply with the request shall be deemed to constitute a breach of contract and may set aside and annul this contract.

5. The transportation contractor shall only transport student(s) and adults designated by the board of education and the specifications. Vehicle(s) shall arrive and/or depart the assigned locations no earlier or later as so indicated.

6. The transportation contractor agrees to furnish automobile liability insurance covering the operation of every vehicle transporting pupils and drivers thereof in the amount specified in the bid specifications but not less than \$1,000,000 combined single limit coverage per occurrence. The aforesaid insurance shall cover the local board as an additional named insured. The insurance company is to be one admitted under the insurance laws of this State to write the line of insurance to be provided. The transportation contractor further agrees to file the policy or certificate of such insurance with the secretary of the local board. In lieu of the aforesaid policy or certificate of insurance, self-insuring transportation contractors shall file with the secretary of the local board the certificate prescribed in N.J.S.A. 48:4-12 and 13. The local board must be given 30 days notice if the insurance is to be cancelled for any reason.

7. The transportation contractor will defend and indemnify the local board and any given agent, officer, or employee thereof and save harmless from and against any and all claims, actions, damages, liability and expense in connection with the loss of life, personal injury and/or damage to property arising from or out of actions of the transportation contractor occasioned wholly or in part by any act or omission to act of the transportation contractor, its agent, its subcontractor, or its employees in the performance of this contract.

<b>Board of Education of:</b>	<b>Region 1</b>
<b>In the County of:</b>	<b>Bergen</b>
<b>Multicontract or Trip #:</b>	<b>FirstStuAth</b>
<b>Contract Term:</b>	<b>July 1, 2024-June 30, 2025</b>

8. The transportation contractor shall provide a suitable surety bond as prescribed in the bid specifications. If the transportation contractor fails to perform the services agreed upon herein, the local board may utilize such bonding to purchase equivalent services from an alternate provider.

9. The failure of one party to this contract to comply with the provisions hereof shall constitute good cause for its termination by the other party to it.

10. It is understood and agreed by the parties hereto that this agreement shall be without force or effect until it shall have been approved by the County Superintendent of Schools.

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

<b>Board of Education of:</b>	<b>Region 1</b>
<b>In the County of:</b>	<b>Bergen</b>
<b>Multicontract or Trip #:</b>	<b>FirstStuAth</b>
<b>Contract Term:</b>	<b>July 1, 2024-June 30, 2025</b>

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27 5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

<b>Board of Education of:</b>	<b>Region 1</b>
<b>In the County of:</b>	<b>Bergen</b>
<b>Multicontract or Trip #:</b>	<b>FirstStuAth</b>
<b>Contract Term:</b>	<b>July 1, 2024-June 30, 2025</b>

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Div. of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

In witness whereof, the parties hereto have duly signed this contract.

\_\_\_\_\_  
Signature - School Business  
Administrator/  
Board Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - President of the  
Local Board

\_\_\_\_\_  
Date

Notary to the Contractor - Subscribed and sworn before me

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary Public Name

\_\_\_\_\_  
First Student

<b>Board of Education of:</b>	<b>Region 1</b>
<b>In the County of:</b>	<b>Bergen</b>
<b>Multicontract or Trip #:</b>	<b>FirstStuAth</b>
<b>Contract Term:</b>	<b>July 1, 2024-June 30, 2025</b>

Company or Trade Name

Notary Public Signature

---

Company Representative  
Authorized Signature

---

Notary's Commission Expiration Date



**State of New Jersey - Department of Education**

**Request for Approval of Transportation Contract - PT2R**

**TO:** Executive County Superintendent of Schools

**FROM:** School Business Administrator/Board Secretary

Region 1

**DATE:** August 6, 2024

**SUBJECT:** Student Transportation Contract Approval  
School Related Activities Renewal Contract

The following student transportation school related activities renewal contract and related documents are being submitted for your approval:

\_\_\_\_\_  
Signature - School Business Administrator/Board Secretary

**Contractor Name:** First Student

**Multi Contract or  
Trip Number**

**Estimated Annual Contract Amount**

FirstStuAth

\$15,000.00

**For County Office Use:**

**Approved**

**Disapproved**

The above listed student transportation school related activities renewal contract and related documents have been reviewed as to form and are approved/disapproved as noted. Please note that disapproved contracts may not be renewed.

**DATA USE & SECURITY AGREEMENT  
BETWEEN**

**School District**

(Hereinafter called "*the District*")

**AND**

**THE HIGHER EDUCATION STUDENT ASSISTANCE AUTHORITY (HESAA)**  
(Collectively the "Parties")

**RECITALS**

**WHEREAS**, students are required to file a Free Application for Federal Student Aid (FAFSA) to receive access to Title IV student aid programs such as the Federal Pell Grant and Federal student loans. The FAFSA or the New Jersey Alternative Application for Financial Aid is also used by colleges and universities in awarding most state-based or other higher education, institutional-based aid;

**WHEREAS**, under the FAFSA Completion Initiative the U.S. Department of Education (the "Department") has authorized State Grant Agencies, including HESAA, to provide limited Free Application for Federal Student Aid (FAFSA) information to local educational agencies (LEAs) and secondary schools when the LEA and/or secondary school has an Established Relationship with a student FAFSA applicant. HESAA is participating in the FAFSA Completion Initiative in order to promote students' access to financial aid that can help increase college enrollment and completion;

**WHEREAS**, in the case of an LEA, an Established Relationship exists where the student FAFSA applicant is enrolled in a secondary school under the legal authority of the LEA or the LEA otherwise is providing services to the FAFSA applicant. In the case of a secondary school, an Established Relationship exists where the student FAFSA applicant is enrolled in the secondary school itself or the secondary school otherwise is providing services to the FAFSA applicant;

**WHEREAS**, the District desires HESAA to provide such limited FAFSA Filing Status Information so as to assist students in completing the FAFSA; and

**NOW, THEREFORE**, in consideration of the foregoing and the mutual covenants contained herein, the District and HESAA hereby agree as follows:

**1. Incorporation of Recitals**

The matters recited above are hereby incorporated into and made part of this Agreement.

**2. Scope of Services**

- a. HESAA agrees to provide access to limited student FAFSA Filing Status Information through the New Jersey Financial Aid Management System (NJFAMS) to the District as set forth in EXHIBIT A ("Data Access"), in accordance with the terms and conditions of this agreement.



- b. In exchanges for the Data Access provided by HESAA to the District, the District shall use its best efforts to encourage its students to complete the FAFSA or New Jersey Alternate Application for Financial Aid.
- c. The parties may, from time to time, request changes in the Scope of Services. Any such changes shall be documented by a written amendment to this Agreement signed by both parties. Such amendment must be consistent with the terms of HESAA's agreement with the Department and applicable law.

3. **Compensation**

Each party agrees to provide the services described in Section 2 ("Scope of Services") at no cost or at no reimbursement of expenses to the other party.

4. **Term and Termination**

a. **Term**

The initial term of the Agreement will begin as of the date of HESAA's notice to the District that this Agreement has been accepted and will end September 30, 2024. The agreement shall automatically renew on October 1, 2024 for a period of twelve (12) months and, thereafter renew annually on October 1<sup>st</sup> of each subsequent year, unless terminated earlier in accordance with this Agreement.

b. **Termination**

- i. Termination for Convenience. Each Party may, at its sole discretion, terminate this Agreement upon ten (10) days' written notice to each other.
- ii. Termination for Cause. Each Party may terminate this Agreement at any time, with cause, upon five (5) days' written notice to the other Party of the other Party's violation of its obligations herein that is not cured (if curable) within such five (5) day period. Each Party may further terminate this Agreement upon notice of any Breach.
- iii. Change in Law/Interpretation. Each Party may terminate this Agreement immediately upon notice to the other in the event federal or state law is enacted, amended, or judicially interpreted so as to render continued fulfillment of the Agreement, on the part of the Party terminating the Agreement, wholly unreasonable or impossible. HESAA reserves the right, at its sole discretion, to amend this Agreement throughout the Agreement Term to incorporate any modifications necessary for compliance with all applicable state and federal laws, rules, regulations, requirements, and guidelines.
- iv. Effect of Termination. Upon any termination, all provisions of this Agreement which by their nature should survive termination shall survive termination, including all indemnities, confidentiality, records retention, and right to audit, and will remain in full force and effect.

**5. Data Usage and Security**

- a. The District shall not disclose or use the FAFSA Filing Status Information it receives from HESAA except as provided for in this Agreement. The District must protect all Federal Student Aid Information from unauthorized disclosure or access and shall restrict access to the data provided or created under this Agreement to only those Authorized Personnel who need the data to perform their official duties in connection with the uses of the data authorized in this Agreement. The District shall advise all Authorized Personnel who have access to the data of the confidential nature of the data and the safeguards required to protect the data.
- b. The District shall not re-disclose or share the FAFSA Filing Status Information obtained from HESAA in personally identifiable form other than (1) to Authorized Personnel of the District, to the FAFSA applicant and to the FAFSA applicant's parents if the applicant is under age 18, to the applicant if the applicant is age 18 or older or enrolled in a postsecondary institution, or to any other party with the consent of the FAFSA applicant or the consent of the FAFSA applicant's parents if the FAFSA applicant is under the age of 18, or (2) if required to do so by law and if such use is consistent with all applicable privacy laws, including the privacy provisions of section 483(a)(3)(E) of the HEA, 20 U.S.C. 1090(a)(3)(E) and the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. 1232g).
- c. Data Ownership. The Parties retain all rights and interest to their own internal data. Each Party retains the right to utilize data resulting from this collaboration for internal use, provided that such use: (a) is not prohibited by this Agreement; and (b) is permitted by law, including but not limited to FERPA.
- d. Authorized Personnel are District employees who require access to the FAFSA Filing Status Information to determine the completion status of a student's FAFSA and facilitate providing assistance to such students in completing the FAFSA (e.g., high school counselors), including both paid and non-paid staff and authorized agents such as contractors, subcontractors, volunteers, or other parties to whom the District has outsourced any of its services or functions. All Authorized Personnel must be under the direct control of the District with respect to the use and maintenance of FAFSA Filing Status Information.

**6. Security Incidents:**

The District must report immediately to HESAA any security incidents, breaches, potential threats, or vulnerabilities involving the FAFSA Filing Status Information. If a Security Incident occurs, the District must immediately notify HESAA at: **(609)-588-6682**.

The District shall follow-the phone call with written notification sent immediately via overnight mail to HESAA the following address:

New Jersey Higher Education Student Assistance Authority  
ATTENTION: Gregory Foster, Esq.  
Chief Compliance Officer  
4 Quakerbridge Plaza, P.O. Box 545, Trenton, New Jersey 08625

The report of any notice of a breach in data use to HESAA **must** contain:

1. The nature of the unauthorized use, disclosure, or re-disclosure; and
2. The ISIR data or FAFSA Filing Status Information used, disclosed, or re-disclosed; and
3. The person or entity, if known, who made the unauthorized use or received the unauthorized disclosure, or re-disclosure.

The package shall also provide the following information: nature and impact of the Security Incident; actions already taken by the District; the District's assessment of immediate risk; and corrective measures to be taken, evaluation of alternatives, and next steps.

The District shall continue providing (i) appropriate status reports to HESAA regarding the resolution of the Security Incident and prevention of future such Security Incidents, and (ii) cooperation, as reasonably requested by HESAA, in order to further investigate and resolve the Security Incident. HESAA may require that District's access to NJFAMS be suspended or terminated, or other appropriate action be taken pending such resolution.

In turn, HESAA will report to the Department details of the breach in data use reported by the District regarding:

1. What HESAA has done or will do to notify affected FAFSA applicants and to mitigate any deleterious effect of the unauthorized use, disclosure, or re-disclosure; and
2. What corrective action(s) HESAA has taken or will take to prevent future similar unauthorized use, disclosure, or re-disclosure.

In the event that HESAA requests additional information or action from the District concerning the unauthorized disclosures, the District shall exercise all reasonable efforts to comply with such requests.

#### **7. Audits**

The District shall maintain copies of this Agreement and make its Authorized Personnel aware of the terms of this Agreement. HESAA may, at its discretion, audit and monitor the District's records, processes, procedures, and electronic systems for compliance with the terms of this Agreement, including performance of onsite inspections of the schools in the District. If HESAA determines to conduct a site visit, then such audit will occur during reasonable business hours and with appropriate notice to the District.

8. **Confidentiality**

The District shall protect the confidentiality of FAFSA Filing Status Information so that unauthorized persons cannot retrieve any data by computer, remote terminal, or other means. Authorized Personnel of the District who plan to access FAFSA Filing Status Information data through NJFAMS will use standard NJFAMS security protocol to access these data after completion of an annual verification process conducted by HESAA. The District shall comply with FERPA and protect any confidential student information it receives or accesses that could make a student's identity traceable and well as any confidential data analysis or report.

9. **Miscellaneous**

- a. **Applicable Law and Venue.** This Agreement and any incorporated documents will be governed by and construed in accordance with the laws of the State of New Jersey. The exclusive venue of any suit brought concerning the Agreement and any incorporated documents is fixed in any Court of competent jurisdiction in Mercer County, New Jersey.
- b. **Severability and Waiver.** The invalidity, illegality, or unenforceability of any provisions of this Agreement will in no way affect the validity, legality, or enforceability of any other provisions. Each and every right granted to the Parties hereunder or under any other document delivered hereunder or in connection herewith, or allowed them by law or equity, will be cumulative and may be exercised from time to time. Failure by HESAA or the District at any time to require strict performance of any contractual provision or obligation contained herein will not constitute a waiver or diminish the rights of either party thereafter to demand strict compliance.
- c. **Notwithstanding any provision of this Agreement to the contrary, as a New Jersey state agency, HESAA is subject to and will comply with the New Jersey Open Public Records Act (OPRA) (N.J.S.A 47:1A-1 et. seq.) as interpreted by judicial opinions and opinions of the Attorney General of the State of New Jersey. The District shall cooperate with HESAA in the production of documents responsive to any such requests under OPRA.**
- d. **To the extent permitted under the Constitution and laws of the State of New Jersey, the District will indemnify and hold harmless HESAA, its officers and employees for any claims for damages that arise from the disclosure by the District of information held by HESAA to which the District is allowed access under this Agreement.**
- e. **Excluded Parties List System. HESAA is federally mandated to adhere to the directions provided in the President's Executive Order 13224, Executive Order on Terrorist Financing -Blocking Property and Prohibiting Transactions With Persons Who Commit, Threaten to Commit, or Support Terrorism and any subsequent changes made to it. The District shall be in compliance with the State of New Jersey statutes and rules relating to procurement ensuring vendors are not listed on the federal government's terrorism watch list as described in Executive Order 13224.**

- f. Compliance with Law. The District shall comply with all Federal, State and local laws, statutes, ordinances, rules and regulations and the orders and decrees of any court or administrative bodies or tribunals in any matter affecting the performance of this Agreement, including, if applicable, workers compensation laws, compensation statutes and regulations, and licensing laws and regulations. When requested to do so by HESAA, the District shall furnish HESAA with satisfactory proof of its compliance. The District shall provide all labor and equipment necessary to perform its services as envisioned under this Agreement. All employees of the District will be a minimum of 18 years of age and experienced in the type of work to be performed.
- g. Assignment, Delegation, or Subcontracting. No contractual rights, interests, or obligations assigned, delegated, or subcontracted by the District shall relieve the District of any obligation or responsibility under this Agreement.

#### 10. Notices

All legal notices required under this Agreement shall be in writing and sent to the addresses and persons as set forth below. All notices shall be deemed received when (i) delivered personally, or (ii) sent by email (followed by the actual document), or (iii) one day after deposit with a commercial express courier specifying next day delivery, with written verification of receipt. Refusal to accept delivery has the same effect as receipt.

##### **If to HESAA:**

Marnie B. Grodman, Esquire  
Director, Legal & Governmental Affairs  
New Jersey Higher Education Student Assistance Authority  
4 Quakerbridge Plaza  
P.O. Box 545  
Trenton, New Jersey 08625  
Email: [mgrodman@hesaa.org](mailto:mgrodman@hesaa.org)

##### **If to the District**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Name Of District: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

### 11. Secondary Schools:

The secondary schools in the District are as follows:

Name of Secondary School	CEEB
Contact Person at school	Email
Name of Secondary School	CEEB
Contact Person at school	Email
Name of Secondary School	CEEB
Contact Person at school	Email
Name of Secondary School	CEEB
Contact Person at school	Email
Name of Secondary School	CEEB
Contact Person at school	Email
Name of Secondary School	CEEB
Contact Person at school	Email
Name of Secondary School	CEEB
Contact Person at school	Email
Name of Secondary School	CEEB
Contact Person at school	Email
Name of Secondary School	CEEB
Contact Person at school	Email

## 12. Entire Agreement.

This Agreement (including its Exhibits) contains the final, complete and exclusive understanding of the Parties, and supersedes all prior contemporaneous, oral or written understandings, representations, and negotiations between Parties relating to the subject matter of this Agreement. The Parties further agree that this Agreement may not in any way be explained or supplemented by a prior or existing course of dealings between the Parties, by usage of trade or custom, or by any prior performance between the Parties pursuant to this Agreement or otherwise.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

Name of District: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

New Jersey Higher Education Student Assistance Authority

Signature: \_\_\_\_\_

Name: Marnie B. Grodman

Title: Director, Legal & Governmental Affairs

**To Submit Online, You Must Download and Open in Adobe**

**Submit**

#### **EXHIBIT A – Data Access Information**

HESAA, via the New Jersey Financial Aid Management System (NJFAMS) may only disclose the following FAFSA Filing Status Information to the District:

1. Student first name;
2. Student last name;
3. Student date of birth;
4. Student zip code (not full address);
5. If filed, the date the FAFSA form was submitted to the Department;
6. The date the Department processed the FAFSA form, if applicable;
7. A Selected for Verification flag indicating the need for the FAFSA applicant to provide additional information, if applicable; and
8. A FAFSA completion status indicator, as determined by HESAA (i.e., FAFSA not submitted, FAFSA complete, or FAFSA incomplete).

HESAA is prohibited from disclosing the following FAFSA or Institutional Student Information Record (ISIR) information to the District:

1. Student Social Security Number;
2. Student and parent financial information; and
3. Any other information, except the FAFSA Filing Status Information list above.





Engineering,  
Planning,  
Architecture,  
Surveying Inc.

August 15, 2024

Waldwick Board of Education  
155 Summit Ave  
Waldwick, NJ 07463

Attention: Mr. John Griffin,  
Business Administrator

T #201-652-9000

Email: [griffinj@waldwickschools.org](mailto:griffinj@waldwickschools.org)

Subject: Proposal for Engineering Services  
Artificial Turf Construction Documents  
Waldwick High School  
LAN Ref. #2.20502.0Lp24-651

Dear Mr. Griffin:

LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN) is pleased to present you with this proposal to provide civil and electrical engineering services to prepare construction documents for the new artificial turf field at Waldwick High School. The purpose of this project is to:

1. Replace the existing, approximately 4-acre, natural turf with artificial turf at the backside of the High School property. This will also include upgrades to existing baseball field including (2) new dugouts, (2) new bleacher locations, new batting cages, new bullpen, new backstop, field event throwing areas, new field lighting, new scoreboard, new fencing, and demarcation of other sporting events within the field turf. Beyond the artificial turf, the design will also include sub-surface drainage and stormwater management.

#### **Scope of Services:**

To design and administer this project, LAN will perform the following services:

##### **Engineering Services:**

LAN has previously worked alongside the district to establish a project scope and the district's needs in a new artificial turf. Utilizing the information provided from the concepts and meetings, LAN will take the design to the next level and prepare construction documents for bid and construction. This shall include detailed items such as quantities, final material selections, construction detail refinements, coordination between disciplines, revisions resulting from other design drawings modifications...etc.

**Stormwater Infiltration & Soil Testing** - LAN will perform stormwater infiltration testing at several locations throughout the project area. This data will be used to design the stormwater management system beneath the proposed artificial turf fields. Ideally, this system would be designed and modeled as an infiltration practice. However, this is dependent on favorable soil conditions and groundwater elevations. The proposed infiltration testing, along with groundwater level data from the soil borings, will provide the necessary data to demonstrate the subsurface infiltration practices are designed in accordance with NJDEP requirements for separation from groundwater and permeability of the underlying soils. LAN will also perform geotechnical investigations to understand the soil bearing capacity regarding new light poles

and their required foundations. To facilitate the geotechnical report and findings, the team will include two days of drilling on site of six to eight borings with a geoprobe mounted rill rig. All testing and investigations will be accompanied by a utility mark out.

Stormwater Management Design - Based upon preliminary project scoping discussion, it is evident that the project will exceed the thresholds qualifying the project as a major stormwater development per NJDEP standards. LAN will develop a Stormwater Management Plan (SMP) detailing the design of the stormwater management infrastructure in compliance with NJDEP and any local stormwater standards or requirements.

LAN will closely review the existing and proposed site conditions and conduct a hydrologic and hydraulic analysis in an effort to design a stormwater management system to attenuate any increase in stormwater runoff generated by the proposed site development (i.e., impervious surfaces). With anticipated disturbance exceeding one acre, the project will necessitate peak stormwater flow reductions. Furthermore, it appears as if the proposed new impervious area will exceed a 1/4 acre, which will necessitate stormwater quality improvements. Appropriate permanent stormwater practices, with emphasis on green infrastructure, shall be selected and designed to address both stormwater quality, quantity, and groundwater recharge. If applicable, LAN will address low-impact design considerations and stormwater mounding analysis. Additionally, a stormwater maintenance manual will be provided for the selected permanent stormwater management practices.

All stormwater management infrastructure components shall be designed in accordance with *N.J.A.C. 17:8 - Stormwater Management*, the *New Jersey Stormwater Best Management Practices Manual* and any other applicable local, County or State standards or regulations.

Design & Technical Specification Development - Using feedback from LAN's concept design, we will develop plan sheets representative of the various aspects of site design including an existing condition plan, demolition plan, site plan, grading plan, utility plan, electrical plans, soil erosion and sediment control plan, construction detail plans...etc., as deemed necessary.

LAN understands the project also requires new pole lighting and other electrical components for both practice and games. LAN assumes the district will want the entire field lit for a variety of sporting events.

The scope of work will include an electrical investigation to understand the current site and conditions for pulling power to the proposed area and fixtures. LAN will also work alongside Musco, the planned basis of design for the sports lighting. Musco typically takes the lead role in the structural portion of the project as they retain in-house structural engineers to provide the structural calculations for building permits associated with the poles and foundations. LAN will work with Musco and collaboratively prepare a photometric analysis and recommended foot candles. LAN will also provide ancillary power (120-volt circuits) to accommodate general-purpose receptacles and the scoreboard. The electrical design will include installing underground raceways to deliver a new electric service from the utility company's demarcation point at the rear of the school to a transition point within the new athletic field. Alternatively, we will explore the possibility of sourcing power from the school or a nearby location. LAN will evaluate the existing conditions and formally recommend the best construction approach for powering the new athletic field lighting. This proposal assumes that the current electrical distribution system (location to be determined) has sufficient capacity and open pole positions within the existing switchboard or electrical distribution panel to accommodate the new electrical load required for the athletic field(s) and associated equipment. If a new electric service is required to support the new athletic field lighting, we will submit a separate proposal fee to accommodate this additional effort.

LAN will provide signed and sealed drawings and specifications suitable for obtaining building permits and soliciting bids through the public bidding process. The IEEE "Recommended

Practice for Sports Lighting" and illumination levels, which are given in the rules and regulations of the various sports classes, will establish the minimum illumination levels.

The preparation of electrical plans shall include a demolition drawing, proposed feeder and main distribution panel modifications, voltage and phasing requirements, conduit sizing, panelboard requirements, evaluation of the maximum voltage drop, and any other plans required that show the location and character, dimensions, and details of the work to be performed.

To accompany the construction plans, LAN shall begin to develop a set of specifications using standard CSI Divisions. At this time the specifications address the major site components materials, codes and associated codes/standards. At this time the specifications shall exclude front-end sections, which are to be subsequently developed for bidding purposes.

Following further development of plans and specifications, the budgetary cost estimate will be prepared to reflect the current scope of work by indicating the itemized construction cost for each functional element of construction and their relationship to the project as a whole. The estimate will be updated based on current quantities extrapolated from the plans and line-item allowances for identified work.

LAN's opinions of the probable construction costs are made on the basis of LAN's experience and represent LAN's best judgement as a qualified and professional engineering firm familiar with the construction industry. The LAN team will work closely with the project team on material selection and with alternatives or upgrades taken into consideration. Design contingencies will be reduced consistently as the design further develops.

Local Land Use Board Testimony - As part of the NJDOE process, a courtesy submission to the local Planning Board will be necessary. One of LAN's qualified and licensed professional engineers will be available to provide professional testimony in support of the project, if required of the local Planning Board. Attendance at such meetings will be billed on an hourly basis in accordance with LAN's currently AOR hourly rate schedule.

Should revisions become necessary as part of the aforementioned tasks, due to land use board comments, the LAN team will assist in addressing these items by incorporating any modifications into the plans, reports...etc., as necessary.

Should revisions be required due to comments received from the Planning Board, these will be billed on an hourly basis in accordance with LAN and/or our sub-consultant's hourly rate schedule.

Local Soil Conservation District Submission - The proposed area of disturbance shall exceed 5,000 sf, and therefore, the project will require that the Soil Erosion & Sediment Control plan be certified by the local soil conservation district prior to the initiation of construction. All temporary soil erosion and sediment control measures shall be designed in accordance with *N.J.D.A. Soil Erosion and Sediment Control Act (Chapter 251, P.L. 1975)*, the latest version of *The Standards for Soil Erosion and Sediment Control in New Jersey* and any other applicable local, County or State standards or regulations.

In addition, as the project is likely to be considered a major stormwater development, the local District Manager will likely request to review the stormwater management design, associated plans, and the Stormwater Management Plan.

Our office shall coordinate submission to the Bergen County Conservation District (BCSCD) and prepare written responses as well as any associated plan revisions. Please note that it is prudent that the approval is coordinated in conjunction with the site plan approval, as the BCSCD's comments have the potential to impact the design.

**Cooperative Quote/ Public Bid Assistance (optional):**

LAN will prepare this project for the public bidding process. LAN will develop a set of construction documents that shall be comprehensive and suitable for facilitating a public bid process. At this time, LAN will have developed any typical construction details and selected all associated materials required for construction. Technical specifications for the proposed work shall be finalized, coordinated with the construction detail presented within the plan set and compiled into a complete bid specification package using a front end as provided by District's attorney.

The district has expressed interest in sending the construction documents to the cooperative. LAN will assist the district in reviewing the cooperative quote and answer any questions related to the project and scope from the potential contractor to prepare an adequate fee. If this project is to go to public bid, instead of the co-op, LAN shall assist the B.O.E. with public bidding of the New Artificial Turf. During the bid period, LAN shall be available to attend a pre-bid meeting with prospective contractors. Should it become necessary, LAN shall prepare addendum to the bid documents to address bidder questions and requests for information.

Upon opening of the Bids, LAN shall assist in closely reviewing and analyzing the compiled bid results for adequacy and completeness. LAN shall tabulate and prepare a bid summary for the District's review with the apparent low-bid, responsive contractor identified. LAN may also check references and experience in a timely fashion in order to make a recommendation to the District prior to the award of the contract. Once evaluated and the selection of a contractor is evident, LAN shall prepare a formal recommendation of award letter. If requested, LAN shall coordinate post-bid meetings with contractors to ensure bid comfort prior to awarding the contract. Please note that while LAN will review the bid packages for completeness, we recommend that the District's attorney conduct a final review of the bid.

Upon awarding the contract and issuing notice-to-proceed, LAN will provide signed & sealed drawings as necessary to apply for local building permits.

**Construction Administration:**

Upon issuing a notice to proceed to the successful contractor, LAN shall schedule and attend a pre-construction meeting with the project team and contractor. LAN will prepare minutes of the meeting and distribute them to all the relevant parties. LAN will review all shop drawings, submittals, and RFI's submitted by the contractor and return them in a timely manner. In addition, LAN shall assist the project team to ensure that all necessary pre-construction documentation is received and distributed to the appropriate parties. For this project, LAN assumes 3-6 months of construction work depending on the season and projected start date.

LAN personnel will conduct periodic meetings to observe and document active construction to ensure compliance with the contract drawings and specifications. Field memos are circulated to all parties for their information and/or comment. Attendance by team members at construction meetings is based upon the work being performed.

LAN will host bi-weekly construction meetings with representatives of the District and the Contractor present to review weekly milestones and coordinate planned construction activities. Meeting minutes shall be prepared for each meeting and distributed amongst the project team.

As submitted LAN will review and process payment applications and make recommendations to the project team regarding the contractor's request for change orders, if any.

**Project Closeout** - As the project approaches completion and LAN has issued a certificate of substantial completion, LAN's construction administrator shall visit the site to perform a punch list for the completed site work shall be prepared with input from our design team, as

necessary. Once issued and the contractor has indicated that all punch list work has been addressed, LAN shall return to the site in an effort to verify its completion.

LAN will be available to assist the project team with review of the final contract closeout documentation including but not limited to affidavit of release of liens, affidavit of payment of debts and claims, maintenance bond, any product warranties and/or guarantees, consent of surety to final payment...etc. Should issues or disputes arise regarding the established warranties or guarantees, LAN shall assist in preparing the necessary resolution of the contractor's obligations.

#### **Project Budget:**

It is noted that during the concept design phase, a project budget was not provided by the district. Based on the size of the field and prior projects, we estimate the project to be approximately \$3 to \$4 Million dollars depending on the district's approved design decisions. LAN can provide a more in depth estimate following stormwater design and selection of final site components.

#### **Project Schedule:**

The intent is to advance this project promptly upon receipt of this signed proposal. LAN will mobilize upon your approval. LAN has previously noted that construction in Fall 2024 is not feasible and construction after the 2025 baseball season is recommended. For the design process, a minimum of two months of construction document and submission documents preparation is required. A minimum of two months of Bergen County Soil Conservation Approval, Borough Planning Board Approval and Bidding can be expected.

#### **Compensation:**

For the above scope of services, LAN requests the following fee compensation:

Item No.	Description	Fee (\$)
1	Stormwater Infiltration & Soil Testing	27,200
2a	Stormwater Management Design	13,500
2b	Design & Technical Specification Development	67,500
2c	Local Land Use Board Testimony (if req'd)	Hourly
2d	Local Soil Conservation District Submission	2,200
3a	Cooperative Quote Assistance (optional)	2,500
3b	Public Bid Assistance (optional)	6,500
4	Construction Administration & Close-Out	28,000

#### **Exclusions:**

The following services can be provided on an hourly rate basis at your request but are currently excluded from this proposal:

1. Drawings related to the replacement of the existing "D-zone" with a synthetic turf field and sub-surface drainage system for the field, connecting to existing field drainage structures.
2. Hazardous materials sampling and/or testing or abatement design services including, but not limited to asbestos, lead paint, and PCB's.
3. This proposal is specifically limited to the tasks described above. Application and review fees for the municipality, county, or state, any legal fees and bulk mailing costs are to be paid directly by the owner.

4. Supplemental surveying services, beyond those described above, including but not limited to elevation certificate, construction stakeout, as-builts...etc.
5. Supplemental electrical engineering services including but not limited to testing of existing systems to identify existing deficiencies, as-built drawings of existing branch circuits, arc flash analysis, thermal readings at conductor/cable connections, construction electrical safety guidance at the site, new electric service, commissioning services, coordination study, megger testing of conductors and cabling, coordination with the electrical utility company, auditing/tracing of existing site lighting branch circuits...etc.
6. Landscape irrigation design.
7. Meetings with governmental agencies or permit filing/applications unless otherwise indicated above.
8. Construction documents relating to new architectural structures such as bathroom facilities, press boxes, field houses, or other similar buildings.
9. Emergency lighting photometric analyses.
10. Testing of existing systems to identify existing deficiencies.
11. Arc Flash Analysis.
12. Thermal readings at conductor/cable connections.
13. Submission to the New Jersey Department of Community Affairs.
14. Independent third-party quality control/quality assurance testing or inspections.
15. As-built drawings (these will be provided by the awarded Contractor.)
16. Leadership in Energy and Environmental Design (LEED) design and certification services are not included in this proposal.
17. Services not specifically outlined within the scope of work.

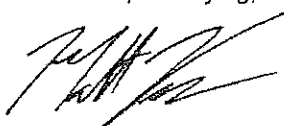
**Invoicing:**

LAN's billing process includes issuing invoices monthly, calculated as a percentage complete for phases outlined in this proposal. Actual billing percentages may vary based on completion of work and work amongst phases may overlap. Additional scope of services, if previously discussed and accepted by the Client, will be billed hourly in accordance with LAN's Hourly Rate Schedule.

Thank you for considering LAN and allowing us the opportunity to present this proposal. Should this proposal be acceptable to you, please sign where indicated below and return a copy to LAN along with a Purchase Order referencing the same. Our proposal fees are good for sixty (60) days of the date of this letter. Should you have any questions concerning this proposal, please do not hesitate to contact me directly at (201) 835-3588 or via email at [matt.fink@lanassociates.com](mailto:matt.fink@lanassociates.com).

Respectfully submitted,

LAN Associates, Engineering, Planning,  
Architecture, Surveying, Inc. (LAN)





Matthew A. Fink, AIA, NCIDQ, LEED AP BD+C  
Senior Associate | Architecture

Attachment: #1 – LAN Standard Terms and Conditions  
              #2 – Hourly Rate Schedule

cc: File #2.20502.0Lp24-651, w/att. (Digital)

**Accepted By:**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Title/Name of Organization**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**



Engineering,  
Planning,  
Architecture,  
Surveying Inc.

## STANDARD TERMS AND CONDITIONS FOR ARCHITECTURAL/ENGINEERING SERVICES

1. **Entire Agreement:** This Agreement is the offer of LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (hereinafter referred to as "LAN"), to perform the consulting services described in the attached Scope of Services. Acceptance by the Client is strictly limited to these Terms and Conditions which when acknowledged in writing, is authorization to proceed. Client is defined as the person or business entity signing the Agreement authorizing LAN to proceed.

This Agreement supersedes all prior written proposals and/or negotiations not referenced herein between the parties and is expressly conditioned upon the Client's agreement of the Terms and Conditions hereof. This Agreement may only be modified in writing executed by both parties.

2. **Services to be Performed:** The services to be performed are described in the preceding Scope of Services. Unless otherwise specified in the Scope of Services or in the Terms and Conditions, LAN shall furnish all technical and professional services, including labor, materials, supplies, equipment, transportation and supervision to perform all task listed in the Scope of services and in accordance with the target schedules.

3. **Compensation:** The Scope of Services describes the tasks, phases and compensation terms.

**Terms of Payment:** Invoices shall be submitted upon completion of a phase or monthly based on percentage complete at that time. Payment is due thirty (30) days from the date of invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of 1 ½% per month. Invoices over ninety (90) days old are subject to attorney review for collection. The client will be responsible for all legal fees necessary to collect the account.

**Payment Withheld:** No deductions shall be made from LAN's compensation on account of penalty, liquidated damages or other sums withheld from payments to the contractor(s), or on account of the cost of changes in the contractor's services other than those which LAN is adjudged to be liable.

**Suspension:** If any payment is more than thirty (30) days past due, LAN may, after giving seven (7) days written notice to the owner, suspend services under this Agreement until full payment is made for all amounts due for services, expenses, and other related charges.

Additionally, in the event of suspension, the Client shall waive all rights, claims, etc. which it might otherwise have against LAN as a direct or indirect result of such suspension.

**Additional Services:** Any verbal or written direction by Client shall entitle LAN to an equitable adjustment in contract price and schedule for any changed work or other work affected by the changed work. The following are additional services, unless specified in the scope of services that are considered beyond the basic scope of services.

**Public Hearings/Municipal Filings:** In the event a Public Hearing is required for a municipal agency (Zoning Board of Appeals, Planning Board, Architectural Review Board, etc.), LAN shall invoice the Client on an hourly basis for both the preparation and time spent at the meeting. LAN shall not be required to file drawings with the Building Department or pay any municipal fees.

**Cost Estimates:** LAN and its consultants do not warrant, guarantee or certify the construction cost for the project or any part of the project.

**Redesign to meet Project Budget Costs:** LAN shall not be liable to redesign to meet the project budget costs unless this is a pre-condition to the Agreement and LAN has agreed to the Project Budget Costs.

4. **Additional Services:** LAN can provide additional services beyond those listed in the Scope of Services by a negotiated sum or on an hourly basis. Our hourly rate schedule is attached.

LAN's hourly rates are valid for one (1) year from the date listed on the Scope of Services and shall be increased five percent (5%) on the first day of each subsequent year to reflect market conditions, employee benefits and salary compensation.



**Reimbursables:** LAN's hourly rates include direct labor, computer costs, overhead, general and administrative costs, local travel, telephone calls, routine postage and profits. Reimbursable items shall include printing and reproductions beyond that specified in the scope of services, express mail, messenger or courier services, or other project related out-of-pocket expenses. These reimbursable items will be billed at actual cost plus 18%.

**5. Client's Responsibilities:** The Client shall provide full information regarding the project and shall be responsible for its accuracy and completeness. LAN shall not be responsible for the work or services of others.

**Right of Entry:** Client will provide for right of entry for LAN personnel, its subcontractors and equipment necessary to complete the work. While LAN will take all reasonable precautions to minimize any damage to the property, it is understood by the Client that in the normal course of work some damage may occur, the correction of which is not part of this Agreement.

**Base Building Drawings or Surveys:** Unless otherwise specified, Base Building Drawings or Surveys are not included in the Scope of Services. LAN shall assume that the Base Building Drawings and Surveys, if required, shall be readily available. LAN assumes all information on these documents are accurate and is not responsible for any information completed by others. LAN does have the capability to provide these services if required.

**Project Representative:** The Client shall designate and authorize a project Representative to answer field questions and make timely decisions (within five (5) business days). If the Client replaces or selects a new Project Representative, any time spent by LAN to bring the new Project Representative current shall represent Additional Services.

**Client's Consultants:** If the Client engages an outside consultant(s) to interact with LAN, the time spent coordinating issues or concerns with the Client's Consultant(s) shall be considered an Additional Service.

**6. Schedule:** Professional fees developed for this project shall be based on this schedule. Modifications such as accelerated schedules, project delays or extensions which are not under control of LAN are subject to an increase to our compensation.

**7. Ownership of Documents:** All documents prepared or furnished by LAN pursuant to this Agreement are instruments of LAN's professional services, and LAN shall retain an ownership and property interest therein. LAN grants Client a license to use instruments of LAN's professional service for the purpose of construing, occupying and maintaining the Project. Reuse or modification of any such documents by Client, without LAN's written permission, shall be at Client's sole risk, and Client agrees to indemnify and hold LAN harmless from all claims, damages and expenses, including attorneys' fees, arising out of such reuse by Client or by others acting through Client.

**8. Publicity:** LAN and its consultants shall have the right to photograph the project and to use the photographs in the promotion of its professional practices through advertising, public relations, brochures, or other marketing material.

#### **9. Insurance, Indemnity & Limitations:**

**Insurance:** LAN shall maintain Workman's Compensation, General Liability, and Professional Liability Insurance throughout the period of this agreement. Certificates of insurance are available on request.

The Client shall require the contractor to name LAN, as an Additional Insured on the contractor insurance policy.

**Limitation of Liability:** For any damage on account of error, omission of other professional negligence, LAN's liability shall be limited to LAN's fee received under this Agreement.

The expense of additional insurance coverage or increased policy limits of liability beyond, including professional liability insurance, requested by the Client in excess of the standard coverage of LAN and its consultants shall be borne by the Client.

**Indemnification:** LAN shall be responsible for all damage to life and property due to negligent activities of LAN, its subcontractors, agents or employees, in connection with its services under this AGREEMENT. LAN specifically agrees that its subcontractors, agents or employees shall possess the experience, and knowledge necessary to qualify them individually for the particular duties they perform. Moreover, LAN shall indemnify and save claims, demands, payments, suits, actions, recoveries and judgments of every nature and description brought or recovered against it by reason of any negligent omission or negligent act of LAN, its agents,

employees, or subcontractors in the execution of this Agreement.

The Client will indemnify and hold harmless LAN from and against any and all loss, claim or suit, including expenses and reasonable attorney fees which result from any negligent act or omission of the client, its agents, servants and employees; or any claim for liability against LAN for professional services, assistance or advice rendered to the Client where the existence or possible existence of hazardous substances may create a danger to the public or to the environment unless it is subsequently proven that LAN was solely negligent.

Job Site: Client shall furnish or cause to be furnished to LAN all documents and information known to the Client that relate to the identity, location, quantity, nature or characteristics of any hazardous or toxic substances at, on, or under the site. In addition, the Client will furnish or cause to be furnished such other information on surface and subsurface site conditions required by LAN for proper performance of its services. LAN shall be entitled to rely on Client provided documents and information in performing the services required under this Agreement; however, LAN assumes no responsibility or liability for their accuracy or completeness.

LAN will not direct, supervise, or control the work of Client's contractors or their subcontractors. LAN's services will not include a review or evaluation of the contractors (or subcontractor's) safety measures.

LAN shall be responsible only for its activities and that of its employees on any site. Neither the professional activities nor the presence of LAN or its employees or subcontractors on a site shall imply that LAN controls the operations of others, nor shall this be construed to be an acceptance by LAN of any responsibility for jobsite safety.

Waiver of Consequential Damage: LAN and the Client waive consequential damage for claims, disputes and other matters in questions arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with the provisions defining termination.

Hazardous Substances: LAN shall not be responsible for the identification, removal, testing, and/or certification of removal relative to any hazardous substance including, but not limited to, PCB, petroleum, mold infestation, radon, mercury,

hazardous waste, asbestos, lead paint, lead piping, and similar substances.

The Client shall further assume any and all responsibility and expenses that may be incurred with regard to the removal, remediation or disposal of any wastes or other hazardous substances as may be disclosed as a result of any site investigation or site work.

LAN and the Client acknowledge that the Scope of Services does not include any items related to a Hazardous Environmental Condition.

Utilities: In the execution of any subsurface work, LAN will take all reasonable precautions to avoid damage or injury to subterranean structures or utilities. The Client agrees to hold LAN harmless and indemnify for any claims or damages to subterranean structures or utilities, which have not been marked-out under the One-Call system and or not shown or correctly shown on the plans furnished.

Unforeseen, Latent or Hidden Conditions: Certain assumptions will be made of existing conditions and materials when verification would require investigations beyond reasonable visual observation. Unforeseen, latent or hidden conditions may not be readily ascertainable regardless of the extent of the investigation. Such conditions may impact the design and necessitate extensive revisions to the design. When architectural or engineering services are required to address these conditions, those services shall be deemed Additional Services.

10. Standard of Practice: Services performed by LAN under this Agreement shall be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of their respective professions practicing in the same locality under similar conditions.

No other representation expressed or implied, and no warranty or guarantee is included or intended in this Agreement, or any report, opinion, document, or otherwise.

#### 11. Dispute Resolution

Mediation and Arbitration: It is mutually agreed that the terms of this Agreement shall be binding upon both parties and their successors, executor, administrators and assigns.

Any dispute or claim arising in connection with this Agreement shall be submitted to Mediation for resolution in accordance with the Construction

Industry Mediation Rules of the American Arbitration Association currently in effect. The Mediation and Arbitration shall take place in Bergen County, New Jersey.

**12. Miscellaneous Provisions:**

Termination: Either party may elect to terminate this Agreement with not less than seven (7) days notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

The Client shall hold LAN harmless for delays, clarifications or non-conformance with the Contract Documents if LAN has been terminated prior to the Construction Administration portion or phase of the work.

Proposal Validity: This proposal shall remain in effect for four (4) months from the date listed on the Scope of Services. After this date, LAN shall be afforded the opportunity to reevaluate the fee to determine if the fee at a later day of execution is appropriate.

Method and Means of Construction: If this Agreement provides for any construction phase services by LAN, it is understood that the contractor, not LAN, is responsible for the construction of the project, and that LAN is not responsible for the acts or omissions of any contractor, subcontractor or material supplier; for safety precautions, programs or enforcement; or for construction means, methods, techniques, sequences and procedures employed by the contractor.

Storage of Materials: The contractor is responsible for the storage and protection of

materials brought to the site. Materials shall be stored in an area that is adequately ventilated and free from excessive moisture and condensation that may be conducive to mold contamination.

**13. Services Provided to Contractors:** LAN and the contractor agree that if the contractor authorizes or constructs deviations, recorded or unrecorded, from the documents prepared by LAN, the contractor shall not bring any claim against LAN and shall indemnify and hold LAN, its agents and employees harmless from and against claims, losses, damages and expenses, including but not limited to defense costs and the time of LAN, to the extent such claim, loss, damage or expense arises out of or results in whole or in part from such deviations, regardless of whether or not such claim, loss, damage or expense is caused in part by a party indemnified under this provision.

**14. Document Production and Testimony:** If LAN or any of its employees are requested or authorized by you, or if LAN or any of its employees are required by government regulation, subpoena or other legal process, to produce any documents or files, or to make our employees available as witnesses with respect to any engagement, the Client will (so long as LAN or any of its employees are not a party to the proceeding in which the information is sought) pay LAN for its time and expenses, as well as the reasonable fees and expenses of LAN's counsel, incurred in responding to such requests.

**15. Statute of Limitations:** It is agreed by the parties that any claims shall be governed by a Statute of Limitations of one (1) year from the date of Substantial Completion.

Proposal # \_\_\_\_\_

**ACCEPTED BY:**

\_\_\_\_\_  
Name/Title (Print)

\_\_\_\_\_  
Signature

**DATE:** \_\_\_\_\_



Engineering,  
Planning,  
Architecture,  
Surveying Inc.

HOURLY RATE SCHEDULE FOR 2024 - 2025  
FOR  
WALDWICK BOARD OF EDUCATION

<u>Job Description</u>	<u>(\$)/Hour</u>
Principal	190
Assistant Vice President	180
Senior Associate Architect/Engineer/Scientist	170
Associate Architect/Engineer/Scientist	160
Senior Architect/Engineer/Scientist	150
Architect/Engineer/Scientist	135
Job Captain/Construction Administrator	125
Senior Designer	105
Designer	90
Office Manager	90
Senior Draftsperson/Technician	80
Administrative Assistant	60
Draftsperson/Technician	55
Intern	45

Notes:

1. Hourly rates include direct labor, computer costs, overhead, general and administrative costs, local travel, and profit. Out-of-pocket expenses such as reproduction costs, laboratory analysis, sampling and testing, etc. will be billed at actual cost, plus an 18% markup.
2. Costs for professional sub-contractors are subject to an 8% markup.
3. Travel out of the metropolitan area (CT, NY, NJ) including plane, hotel, and lodging is subject to a 12% markup. Local travel and routine document reproduction are included in the above hourly rates.
4. For forensic services or professional testimony, a separate proposal and hourly rate(s) will apply.
5. Payment is due within thirty (30) days. Invoices aged in excess of thirty (30) days are subject to a 1-½% markup per month. Invoices over ninety (90) days old are subject to attorney review for collection. The client will be responsible for all legal fees necessary to collect the account.
6. Hourly rates are subject to change annually.

Proposal # \_\_\_\_\_

Accepted by: \_\_\_\_\_

Date: \_\_\_\_\_

FINANCE  
RESOLUTIONS

BACK-UP

AUGUST 19, 2024  
REGULAR MEETING

7/31 9:55am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
General Fund - Fund 10  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2024

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$19,532,512.77
	Accounts receivable:		
141	Intergovernmental - State	\$1,064,850.00	
143	Intergovernmental - Other	\$58,131.36	
			\$1,122,981.36

--- R E S O U R C E S ---

301	Estimated Revenues	\$36,648,954.00	
302	Less Revenues	(\$37,598,258.27)	
			(\$949,304.27)

Total assets and resources

\$19,706,189.86

=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
General Fund - Fund 10  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2024

=====

LIABILITIES AND FUND EQUITY

=====

--- LIABILITIES ---

421	Accounts Payable	\$248,248.68
471	Payroll Deductions and Withholdings	\$380,377.58

TOTAL LIABILITIES

\$628,626.26

FUND BALANCE

--- Appropriated ---

753	Reserve for Encumbrances - Current Year	\$47,544.37
	Reserved fund balance:	
761	Capital reserve account -	\$10,889,613.00
		\$10,889,613.00
764	Reserve for Maintenance	\$1,359,261.00
		\$1,359,261.00
601	Appropriations	\$38,328,836.05
602	Less : Expenditures	\$34,976,637.91
603	Encumbrances	\$47,544.37
		(\$35,024,182.28)
		\$3,304,653.77
	Total Appropriated	\$15,601,072.14
	--- Unappropriated ---	
770	Unreserved Fund Balance -	\$5,084,450.46
303	Budgeted Fund Balance	(\$1,607,959.00)

TOTAL FUND BALANCE

\$19,077,563.60

TOTAL LIABILITIES AND FUND EQUITY

\$19,706,189.86

=====

Waldwick Board of Education  
General Fund - Fund 10  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2024

## RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$38,328,836.05	\$35,024,182.28	\$3,304,653.77
Revenues	(\$36,648,954.00)	(\$37,598,258.27)	\$949,304.27
	<u>\$1,679,882.05</u>	<u>(\$2,574,075.99)</u>	<u>\$4,253,958.04</u>
Less: Adjust for prior year encumb.	<u>(\$71,923.05)</u>	<u>(\$71,923.05)</u>	
Budgeted Fund Balance	<u>\$1,607,959.00</u>	<u>(\$2,645,999.04)</u>	<u>\$4,253,958.04</u>
Recapitulation of Budgeted Fund Balance by Subfund Fund 10 (includes 10, 11, 12, and 13)	<u>\$1,607,959.00</u>	<u>(\$2,645,999.04)</u>	<u>\$4,253,958.04</u>
TOTAL Budgeted Fund Balance	<u>\$1,607,959.00</u>	<u>(\$2,645,999.04)</u>	<u>\$4,253,958.04</u>
	=====	=====	=====



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/2024

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$33,340,403.00	\$34,258,264.28		(\$917,861.28)
3XXX From State Sources	\$3,277,629.00	\$3,311,522.00		(\$33,893.00)
4XXX From Federal Sources	\$30,922.00	\$28,471.99		\$2,450.01
 TOTAL REVENUE/SOURCES OF FUNDS	 \$36,648,954.00	 \$37,598,258.27		 (\$949,304.27)
	=====	=====	=====	=====
				AVAILABLE
*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	BALANCE
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$10,402,004.19	\$10,188,586.41	\$0.00	\$213,417.78
11-2XX-100-XXX Special Education - Instruction	\$4,045,584.15	\$3,757,712.83	\$449.00	\$287,422.32
11-230-100-XXX Basic Skills - Remedial Instruction	\$501,837.57	\$496,253.67	\$0.00	\$5,583.90
11-240-100-XXX Bilingual Education - Instruction	\$269,584.20	\$265,431.73	\$0.00	\$4,152.47
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$204,024.04	\$194,262.53	\$0.00	\$9,761.51
11-402-100-XXX School-Spons. Athletics - Instruction	\$553,300.69	\$521,484.63	\$0.00	\$31,816.06
11-4XX-100-XXX Other Instrc. Programs - Instruction	\$104,045.39	\$102,616.89	\$0.00	\$1,428.50
11-4XX-200-XXX Other Supplemental/At Risk Pto grams	\$17,228.88	\$16,896.33	.00	\$332.55
--- UNDISTRIBUTED EXPENDITURES ---				
11-000-100-XXX Instruction	\$3,691,105.59	\$2,705,698.80	\$0.00	\$985,406.79
11-000-211-XXX Attendance and Social Work Services	\$103,453.00	\$100,600.82	\$0.00	\$2,852.18
11-000-213-XXX Health Services	\$333,993.02	\$261,045.70	\$0.00	\$72,947.32
11-000-216-XXX Speech, OT,PT & Related Svcs	\$1,018,596.00	\$791,127.18	\$350.00	\$227,118.82
11-000-218-XXX Guidance	\$764,534.44	\$744,432.65	\$0.00	\$20,101.79
11-000-219-XXX Child Study Teams	\$740,146.11	\$737,333.71	\$0.00	\$2,812.40
11-000-221-XXX Improv of Inst. - Instruc Staff	\$272,190.00	\$270,384.00	\$0.00	\$1,806.00
11-000-222-XXX Educational Media Serv/School Library	\$103,281.90	\$101,484.39	\$0.00	\$1,797.51
11-000-223-XXX Instructional Staff Training Services	\$24,500.00	\$11,259.51	\$0.00	\$13,240.49
11-000-230-XXX Supp. Serv.-General Administration	\$1,602,729.36	\$1,170,467.07	\$43,814.00	\$388,448.29
11-000-240-XXX Supp. Serv.-School Administration	\$1,831,186.70	\$1,821,708.10	\$0.00	\$9,478.60
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$761,794.61	\$755,541.00	\$531.37	\$5,722.24
11-000-261-XXX Require Maint. for School Facilities	\$404,787.08	\$395,489.84	\$0.00	\$9,297.24
11-000-262-XXX Custodial Services	\$1,905,061.92	\$1,774,136.34	\$0.00	\$130,925.58
11-000-263-XXX Care and Upkeep of Grounds	\$87,265.00	\$85,181.13	\$0.00	\$2,083.87
11-000-266-XXX Security	\$15,000.00	\$13,207.95	\$0.00	\$1,792.05
11-000-270-XXX Student Transportation Services	\$1,235,855.11	\$1,222,048.51	\$0.00	\$13,806.60
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$6,764,515.35	\$6,113,870.72	\$2,400.00	\$648,244.63
11-000-310-XXX Food Services	\$17,136.80	\$17,136.80	.00	.00
 TOTAL GENERAL CURRENT EXPENSE	 \$37,774,741.10	 \$34,635,399.24	 \$47,544.37	 \$3,091,797.49
EXPENDITURES/USES OF FUNDS	=====	=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/2024

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$406,231.95	\$303,375.67	\$0.00	\$102,856.28
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$147,863.00	\$37,863.00	.00	\$110,000.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
 TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	 \$554,094.95	 \$341,238.67	 \$0.00	 \$212,856.28
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
 TOTAL GENERAL FUND EXPENDITURES	 \$38,328,836.05	 \$34,976,637.91	 \$47,544.37	 \$3,304,653.77
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
GENERAL FUND - FUND 10  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 12 Month Period Ending 06/30/2024

	ESTIMATED	ACTUAL	UNREALIZED
	<u>                    </u>	<u>                    </u>	<u>                    </u>
--- LOCAL SOURCES ---			
1210 Local Tax Levy	\$32,625,453.00	\$32,625,453.00	.00
1310 Tuition from Individuals	\$30,000.00	\$62,400.00	(\$32,400.00)
1910 Rents and Royalties	\$40,000.00	\$56,093.40	(\$16,093.40)
1920 Private Contributions		\$14,223.00	(\$14,223.00)
1XXX Miscellaneous	\$644,950.00	\$1,500,094.88	(\$855,144.88)
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL LOCAL	\$33,340,403.00	\$34,258,264.28	(\$917,861.28)
	=====	=====	=====
--- STATE SOURCES ---			
3121 Categorical Transportation Aid	\$199,527.00	\$199,527.00	.00
3131 Extraordinary Aid	\$852,572.00	\$852,572.00	.00
3132 Categorical Special Education Aid	\$1,350,999.00	\$1,350,999.00	.00
3176 Equalization	\$748,622.00	\$748,622.00	.00
3177 Categorical Security	\$125,909.00	\$125,909.00	.00
3190 Other Unrestricted State Aid		\$33,893.00	(\$33,893.00)
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL	\$3,277,629.00	\$3,311,522.00	(\$33,893.00)
	=====	=====	=====
--- FEDERAL SOURCES ---			
4200 Federal Grants including Medicaid Reimbursement	\$30,922.00	\$28,471.99	\$2,450.01
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL	\$30,922.00	\$28,471.99	\$2,450.01
	=====	=====	=====
--- OTHER FINANCING SOURCES ---			
TOTAL REVENUES/SOURCES OF FUNDS	\$36,648,954.00	\$37,598,258.27	(\$949,304.27)
	=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$514,368.00	\$508,827.32	.00	\$5,540.68
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$3,233,899.62	\$3,230,990.86	.00	\$2,908.76
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$2,375,909.87	\$2,337,834.35	.00	\$38,075.52
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$3,334,973.63	\$3,280,718.00	.00	\$54,255.63
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$11,350.00	\$1,957.50	\$0.00	\$9,392.50
11-150-100-320 Purchased Prof.-Ed. Services	\$18,650.00	\$2,147.77	.00	\$16,502.23
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$490,729.55	\$471,778.21	.00	\$18,951.34
11-190-100-320 Purchased Prof.-Ed. Services	\$88,585.00	\$66,238.66	.00	\$22,346.34
11-190-100-500 Other Purch. Serv. (400-500 series)	\$67,113.34	\$41,587.13	.00	\$25,526.21
11-190-100-610 General Supplies	\$252,379.80	\$237,823.26	.00	\$14,556.54
11-190-100-640 Textbooks	\$3,476.38	\$3,469.30	.00	\$7.08
11-190-100-800 Other Objects	\$10,569.00	\$5,214.05	.00	\$5,354.95
<b>TOTAL</b>	<b>\$10,402,004.19</b>	<b>\$10,188,586.41</b>	<b>\$0.00</b>	<b>\$213,417.78</b>
--- SPECIAL EDUCATION - INSTRUCTION ---				
Learning and/or Language Disabilities Mild or Moderate:				
11-204-100-101 Salaries of Teachers	\$563,629.10	\$559,420.00	\$0.00	\$4,209.10
11-204-100-106 Other Salaries for Instruction	\$449,685.39	\$331,700.37	.00	\$117,985.02
11-204-100-320 Purchased Prof.-Ed. Services	\$3,000.00	\$1,400.00	.00	\$1,600.00
11-204-100-610 General Supplies	\$6,500.00	\$1,736.19	.00	\$4,763.81
11-204-100-800 Other Objects	\$100.00	.00	.00	\$100.00
<b>TOTAL</b>	<b>\$1,022,914.49</b>	<b>\$894,256.56</b>	<b>\$0.00</b>	<b>\$128,657.93</b>
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$1,641,684.61	\$1,633,618.11	\$0.00	\$8,066.50
11-213-100-106 Other Salaries for Instruction	\$191,175.00	\$98,198.10	.00	\$92,976.90
11-213-100-320 Purchased Prof.-Ed. Services	\$450.00	\$450.00	.00	.00
11-213-100-610 General supplies	\$3,950.00	\$3,504.03	.00	\$445.97
11-213-100-800 Other Objects	\$750.00	\$543.82	.00	\$206.18
<b>TOTAL</b>	<b>\$1,838,009.61</b>	<b>\$1,736,314.06</b>	<b>\$0.00</b>	<b>\$101,695.55</b>
Autism:				
11-214-100-101 Salaries of Teachers	\$289,249.00	\$288,505.00	\$0.00	\$744.00
11-214-100-106 Other Salaries for Instruction	\$202,836.08	\$161,478.58	.00	\$41,357.50
11-214-100-320 Purchased Prof.-Ed. Services	\$318.50	\$318.50	.00	.00
11-214-100-610 General Supplies	\$21,977.23	\$16,503.48	\$449.00	\$5,024.75
11-214-100-800 Other Objects	\$420.00	\$420.00	.00	.00
<b>TOTAL</b>	<b>\$514,800.81</b>	<b>\$467,225.56</b>	<b>\$449.00</b>	<b>\$47,126.25</b>
Preschool Disabilities - Part-Time:				
11-215-100-101 Salaries of Teachers	\$183,640.00	\$183,640.00	\$0.00	\$0.00
11-215-100-106 Other Salaries for Instruction	\$107,914.20	\$107,914.20	.00	.00
11-215-100-600 General Supplies	\$750.00	\$173.94	.00	\$576.06

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>TOTAL</b>	<b>\$292,304.20</b>	<b>\$291,728.14</b>	<b>\$0.00</b>	<b>\$576.06</b>
<b>Preschool Disabilities - Full-Time:</b>				
11-216-100-101 Salaries of Teachers	\$148,640.00	\$148,640.00	\$0.00	\$0.00
11-216-100-106 Other Salaries for Instruction	\$208,609.00	\$202,125.20	.00	\$6,483.80
11-216-100-320 Purchased Prof.-Ed. Services	\$364.00	\$364.00	.00	.00
11-216-100-600 General Supplies	\$9,942.04	\$7,473.47	.00	\$2,468.57
<b>TOTAL</b>	<b>\$367,555.04</b>	<b>\$358,602.67</b>	<b>\$0.00</b>	<b>\$8,952.37</b>
<b>Home Instruction:</b>				
11-219-100-101 Salaries of Teachers	\$10,000.00	\$9,585.84	\$0.00	\$414.16
<b>TOTAL</b>	<b>\$10,000.00</b>	<b>\$9,585.84</b>	<b>\$0.00</b>	<b>\$414.16</b>
<b>TOTAL SPECIAL ED - INSTRUCTION</b>	<b>\$4,045,584.15</b>	<b>\$3,757,712.83</b>	<b>\$449.00</b>	<b>\$287,422.32</b>
<b>--- Basic Skills/Remedial-Instruction ---</b>				
11-230-100-101 Salaries of Teachers	\$501,637.57	\$496,148.77	\$0.00	\$5,488.80
11-230-100-610 General Supplies	\$200.00	\$104.90	.00	\$95.10
<b>TOTAL</b>	<b>\$501,837.57</b>	<b>\$496,253.67</b>	<b>\$0.00</b>	<b>\$5,583.90</b>
<b>--- Bilingual Education-Instruction ---</b>				
11-240-100-101 Salaries of Teachers	\$269,384.20	\$265,332.91	\$0.00	\$4,051.29
11-240-100-610 General Supplies	\$200.00	\$98.82	.00	\$101.18
<b>TOTAL</b>	<b>\$269,584.20</b>	<b>\$265,431.73</b>	<b>\$0.00</b>	<b>\$4,152.47</b>
<b>--- School spons.cocurricular activities-Instruction ---</b>				
11-401-100-100 Salaries	\$177,100.00	\$174,550.00	.00	\$2,550.00
11-401-100-500 Purchased Services (300-500 series)	\$10,900.00	\$7,010.00	.00	\$3,890.00
11-401-100-600 Supplies and Materials	\$6,200.00	\$4,468.49	.00	\$1,731.51
11-401-100-800 Other Objects	\$9,824.04	\$8,234.04	.00	\$1,590.00
<b>TOTAL</b>	<b>\$204,024.04</b>	<b>\$194,262.53</b>	<b>\$0.00</b>	<b>\$9,761.51</b>
<b>--- School sponsored athletics-Instruct. ---</b>				
11-402-100-100 Salaries	\$410,847.21	\$379,561.96	.00	\$31,285.25
11-402-100-500 Purchased Services (300-500 series)	\$74,625.99	\$74,545.03	.00	\$80.96
11-402-100-600 Supplies and Materials	\$59,627.49	\$59,177.64	.00	\$449.85
11-402-100-800 Other Objects	\$8,200.00	\$8,200.00	.00	.00
<b>TOTAL</b>	<b>\$553,300.69</b>	<b>\$521,484.63</b>	<b>\$0.00</b>	<b>\$31,816.06</b>
<b>--- Summer school - Instruction ---</b>				
11-422-100-101 Salaries of Teachers	\$49,982.87	\$49,080.27	\$0.00	\$902.60
11-422-100-106 Other Salaries for Instruction	\$54,062.52	\$53,536.62	.00	\$525.90
<b>TOTAL</b>	<b>\$104,045.39</b>	<b>\$102,616.89</b>	<b>\$0.00</b>	<b>\$1,428.50</b>
<b>--- Summer school - support services ---</b>				
11-422-200-100 Salaries	\$17,228.88	\$16,896.33	.00	\$332.55
<b>TOTAL</b>	<b>\$17,228.88</b>	<b>\$16,896.33</b>	<b>\$0.00</b>	<b>\$332.55</b>
<b>TOTAL SUMMER SCHOOL</b>	<b>\$121,274.27</b>	<b>\$119,513.22</b>	<b>\$0.00</b>	<b>\$1,761.05</b>

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-561 Tuition to Other LEAs within State Regular	\$18,558.00	\$18,550.00	.00	\$8.00
11-000-100-562 Tuition to Other LEAs within State Special	\$681,335.79	\$262,001.22	.00	\$419,334.57
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$238,606.00	\$166,113.00	.00	\$72,493.00
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$101,772.00	\$98,316.00	.00	\$3,456.00
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$773,719.50	\$772,303.25	.00	\$1,416.25
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$1,673,189.31	\$1,220,860.54	.00	\$452,328.77
11-000-100-567 Tuition Priv Sch Disbl & Otr LEA o/s State	\$115,770.20	\$79,400.00	.00	\$36,370.20
11-000-100-569 Tuition - Other	\$62,349.79	\$62,349.79	.00	.00
11-000-100-56X Contribution (Transfer) of Funds to Charter Schools	\$25,805.00	\$25,805.00	.00	.00
<b>TOTAL</b>	<b>\$3,691,105.59</b>	<b>\$2,705,698.80</b>	<b>\$0.00</b>	<b>\$985,406.79</b>
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$103,453.00	\$100,600.82	.00	\$2,852.18
<b>TOTAL</b>	<b>\$103,453.00</b>	<b>\$100,600.82</b>	<b>\$0.00</b>	<b>\$2,852.18</b>
--- Health services ---				
11-000-213-100 Salaries	\$311,686.00	\$244,498.96	.00	\$67,187.04
11-000-213-300 Purchased Prof. & Tech. Svc.	\$16,645.00	\$12,978.38	.00	\$3,666.62
11-000-213-600 Supplies and Materials	\$3,662.02	\$3,568.36	.00	\$93.66
11-000-213-800 Other Objects	\$2,000.00	.00	.00	\$2,000.00
<b>TOTAL</b>	<b>\$333,993.02</b>	<b>\$261,045.70</b>	<b>\$0.00</b>	<b>\$72,947.32</b>
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$611,276.00	\$543,610.75	.00	\$67,665.25
11-000-216-320 Purchased Prof. Ed. Services	\$400,000.00	\$242,336.98	\$350.00	\$157,313.02
11-000-216-580 Travel	\$120.00	.00	.00	\$120.00
11-000-216-600 Supplies and Materials	\$7,000.00	\$4,979.45	.00	\$2,020.55
11-000-216-800 Other Objects	\$200.00	\$200.00	.00	.00
<b>TOTAL</b>	<b>\$1,018,596.00</b>	<b>\$791,127.18</b>	<b>\$350.00</b>	<b>\$227,118.82</b>
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$581,442.94	\$572,624.52	.00	\$8,818.42
11-000-218-105 Sal Secr. & Clerical Asst.	\$139,630.00	\$139,583.62	.00	\$46.38
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$35,407.50	\$25,239.45	.00	\$10,168.05
11-000-218-500 Other Purchased Services (400-500 series)	\$250.00	\$250.00	.00	.00
11-000-218-600 Supplies and Materials	\$6,470.00	\$5,545.06	.00	\$924.94
11-000-218-800 Other Objects	\$1,334.00	\$1,190.00	.00	\$144.00
<b>TOTAL</b>	<b>\$764,534.44</b>	<b>\$744,432.65</b>	<b>\$0.00</b>	<b>\$20,101.79</b>
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$577,073.24	\$574,821.24	.00	\$2,252.00
11-000-219-105 Sal Secr. & Clerical Asst.	\$110,146.00	\$110,144.64	.00	\$1.36
11-000-219-320 Purchased Prof. - Ed. Services	\$21,000.00	\$20,806.00	.00	\$194.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$17,989.05	\$17,876.74	.00	\$112.31
11-000-219-592 Misc Purch Ser(400-500 O/than Resid costs)	\$3,288.35	\$3,061.94	\$0.00	\$226.41
11-000-219-600 Supplies and Materials	\$9,413.15	\$9,413.15	.00	.00

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-219-800 Other Objects	\$1,236.32	\$1,210.00	.00	\$26.32
<b>TOTAL</b>	<b>\$740,146.11</b>	<b>\$737,333.71</b>	<b>\$0.00</b>	<b>\$2,812.40</b>
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$270,980.00	\$269,274.00	.00	\$1,706.00
11-000-221-500 Other Purchased Services (400-500 series)	\$100.00	.00	.00	\$100.00
11-000-221-800 Other Objects	\$1,110.00	\$1,110.00	.00	.00
<b>TOTAL</b>	<b>\$272,190.00</b>	<b>\$270,384.00</b>	<b>\$0.00</b>	<b>\$1,806.00</b>
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$15,719.00	\$15,719.00	.00	.00
11-000-222-177 Salaries of Technology Coordinators	\$76,247.84	\$76,047.84	.00	\$200.00
11-000-222-600 Supplies and Materials	\$11,315.06	\$9,717.55	.00	\$1,597.51
<b>TOTAL</b>	<b>\$103,281.90</b>	<b>\$101,484.39</b>	<b>\$0.00</b>	<b>\$1,797.51</b>
--- Instructional Staff Training Services ---				
11-000-223-320 Purchased Prof. - Ed. Services	\$3,000.00	\$119.00	.00	\$2,881.00
11-000-223-500 Other Purchased Services (400-500 series)	\$21,500.00	\$11,140.51	.00	\$10,359.49
<b>TOTAL</b>	<b>\$24,500.00</b>	<b>\$11,259.51</b>	<b>\$0.00</b>	<b>\$13,240.49</b>
--- Support services-general administration ---				
11-000-230-100 Salaries	\$364,766.88	\$364,766.88	\$0.00	\$0.00
11-000-230-331 Legal Services	\$120,000.00	\$99,025.75	.00	\$20,974.25
11-000-230-332 Audit Fees	\$79,000.00	\$38,698.00	\$37,302.00	\$3,000.00
11-000-230-334 Architectural/Engineering Services	\$36,949.63	.00	.00	\$36,949.63
11-000-230-339 Other Purchased Prof. Svc.	\$42,540.00	\$36,028.00	\$6,512.00	.00
11-000-230-340 Purchased Tech. Services	\$13,855.52	\$13,849.39	.00	\$6.13
11-000-230-530 Communications/Telephone	\$93,200.84	\$27,647.27	.00	\$65,553.57
11-000-230-580 Travel - All Other	\$3,212.00	\$3,212.00	.00	.00
11-000-230-585 BOE Other Purchased Prof. Svc.	\$3,788.00	\$3,480.44	.00	\$307.56
11-000-230-590 Misc Purchased Services (400-500)	\$50,796.44	\$50,372.88	\$0.00	\$423.56
11-000-230-610 General Supplies	\$5,319.68	\$85.07	.00	\$5,234.61
11-000-230-820 Judgments Against. School District.	\$770,000.00	\$515,000.00	.00	\$255,000.00
11-000-230-890 Misc. Expenditures	\$5,000.00	\$4,001.02	.00	\$998.98
11-000-230-895 BOE Membership Dues and Fees	\$14,300.37	\$14,300.37	.00	.00
<b>TOTAL</b>	<b>\$1,602,729.36</b>	<b>\$1,170,467.07</b>	<b>\$43,814.00</b>	<b>\$388,448.29</b>
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$1,425,018.74	\$1,425,017.94	.00	\$0.80
11-000-240-105 Sal Sec. & Clerical Asst.	\$356,133.91	\$355,345.46	.00	\$788.45
11-000-240-300 Purchased Prof. & Tech. Svc.	\$1,500.00	\$1,050.20	.00	\$449.80
11-000-240-500 Other Purchased Services (400-500 series)	\$12,282.55	\$11,502.92	.00	\$779.63
11-000-240-600 Supplies and Materials	\$20,958.00	\$19,265.58	.00	\$1,692.42
11-000-240-800 Other Objects	\$15,293.50	\$9,526.00	.00	\$5,767.50
<b>TOTAL</b>	<b>\$1,831,186.70</b>	<b>\$1,821,708.10</b>	<b>\$0.00</b>	<b>\$9,478.60</b>
--- Central Services ---				
11-000-251-100 Salaries	\$449,191.68	\$449,191.68	.00	.00

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-251-330 Purchased Prof. Services	\$106.96	.00	.00	\$106.96
11-000-251-340 Purchased Technical Services	\$45,074.00	\$45,037.65	.00	\$36.35
11-000-251-592 Misc Pur Serv (400-500 series )	\$7,851.36	\$7,596.88	.00	\$254.48
11-000-251-600 Supplies and Materials	\$6,987.87	\$6,615.50	\$372.37	.00
11-000-251-89X Other Objects	\$2,121.10	\$1,500.00	.00	\$621.10
<b>TOTAL</b>	<b>\$511,332.97</b>	<b>\$509,941.71</b>	<b>\$372.37</b>	<b>\$1,018.89</b>
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$112,784.16	\$112,779.84	.00	\$4.32
11-000-252-500 Other Pur Serv. (400-500 series )	\$116,405.01	\$112,152.61	.00	\$4,252.40
11-000-252-600 Supplies and Materials	\$20,103.47	\$19,781.84	\$159.00	\$162.63
11-000-252-800 Other Objects	\$1,169.00	\$885.00	.00	\$284.00
<b>TOTAL</b>	<b>\$250,461.64</b>	<b>\$245,599.29</b>	<b>\$159.00</b>	<b>\$4,703.35</b>
<b>TOTAL Cent. Svcs. &amp; Admin IT</b>	<b>\$761,794.61</b>	<b>\$755,541.00</b>	<b>\$531.37</b>	<b>\$5,722.24</b>
--- Required Maint.for School Facilities ---				
11-000-261-100 Salaries	\$165,905.08	\$164,695.04	.00	\$1,210.04
11-000-261-420 Cleaning, Repair & Maint. Svc	\$219,892.00	\$217,516.83	.00	\$2,365.17
11-000-261-610 General Supplies	\$19,000.00	\$13,277.97	.00	\$5,722.03
<b>TOTAL</b>	<b>\$404,787.08</b>	<b>\$395,489.84</b>	<b>\$0.00</b>	<b>\$9,297.24</b>
--- Custodial Services ---				
11-000-262-1XX Salaries	\$953,324.35	\$917,439.13	\$0.00	\$35,885.22
11-000-262-199 Unused Vac Payment to Term/Ret Staff	\$5,854.57	\$5,854.57	.00	.00
11-000-262-300 Purchased Prof. & Tech. Svc.	\$31,671.80	\$31,671.80	.00	.00
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$41,000.00	\$36,293.10	.00	\$4,706.90
11-000-262-490 Other Purchased Property Svc.	\$24,185.00	\$12,377.98	.00	\$11,807.02
11-000-262-520 Insurance	\$351,350.00	\$324,721.00	.00	\$26,629.00
11-000-262-580 Travel	\$3,100.00	\$2,441.64	.00	\$658.36
11-000-262-610 General Supplies	\$54,828.20	\$54,536.64	.00	\$291.56
11-000-262-621 Energy (Natural Gas)	\$138,892.21	\$89,988.65	.00	\$48,903.56
11-000-262-622 Energy (Electricity)	\$297,107.79	\$295,610.44	.00	\$1,497.35
11-000-262-626 Energy (Gasoline)	\$2,500.00	\$2,232.21	.00	\$267.79
11-000-262-8XX Other Objects	\$1,248.00	\$969.18	\$0.00	\$278.82
<b>TOTAL</b>	<b>\$1,905,061.92</b>	<b>\$1,774,136.34</b>	<b>\$0.00</b>	<b>\$130,925.58</b>
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$77,675.00	\$75,605.18	.00	\$2,069.82
11-000-263-610 General Supplies	\$9,590.00	\$9,575.95	.00	\$14.05
<b>TOTAL</b>	<b>\$87,265.00</b>	<b>\$85,181.13</b>	<b>\$0.00</b>	<b>\$2,083.87</b>
--- Security ---				
11-000-266-610 General Supplies	\$15,000.00	\$13,207.95	.00	\$1,792.05
<b>TOTAL</b>	<b>\$15,000.00</b>	<b>\$13,207.95</b>	<b>\$0.00</b>	<b>\$1,792.05</b>
<b>TOTAL Oper &amp; Maint of Plant Services</b>	<b>\$2,412,114.00</b>	<b>\$2,268,015.26</b>	<b>\$0.00</b>	<b>\$144,098.74</b>



Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
--- Student transportation services ---				
11-000-270-160 Sal Pupil Trans(Bet Home & Sch)-reg	\$13,697.00	\$13,696.60	.00	\$0.40
11-000-270-161 Sal Pupil Trans(Bet Home & Sch)-Sp Ed	\$30,275.34	\$30,156.60	.00	\$118.74
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$52,404.41	\$50,043.17	.00	\$2,361.24
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$23,574.00	\$23,573.35	.00	\$0.65
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$84,552.00	\$83,095.87	.00	\$1,456.13
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$27,400.00	\$24,311.62	.00	\$3,088.38
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$15,000.00	\$15,000.00	.00	.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$100,238.00	\$97,421.27	.00	\$2,816.73
11-000-270-518 Contract Svc (Sp Ed) - ESCs	\$876,174.36	\$876,174.36	.00	.00
11-000-270-615 Transportation Supplies	\$8,690.00	\$4,725.67	.00	\$3,964.33
11-000-270-800 Misc. Expenditures	\$3,850.00	\$3,850.00	.00	.00
TOTAL	<u>\$1,235,855.11</u>	<u>\$1,222,048.51</u>	<u>\$0.00</u>	<u>\$13,806.60</u>
--- Personal Services-Employee Benefits---				
11-XXX-XXX-220 Social Security Contributions	\$387,656.13	\$387,656.13	.00	.00
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$430,829.76	\$412,243.00	.00	\$18,586.76
11-XXX-XXX-249 Other Retirement Contrb. - Regular	\$42,178.00	\$41,536.31	.00	\$641.69
11-XXX-XXX-260 Workman's Compensation	\$120,089.00	\$120,089.00	.00	.00
11-XXX-XXX-270 Health Benefits	\$5,532,030.00	\$4,994,817.41	.00	\$537,212.59
11-XXX-XXX-280 Tuition Reimbursement	\$84,408.46	\$28,285.46	\$2,400.00	\$53,723.00
11-XXX-XXX-290 Other Employee Benefits	\$125,324.00	\$103,968.41	.00	\$21,355.59
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$42,000.00	\$25,275.00	.00	\$16,725.00
TOTAL	<u>\$6,764,515.35</u>	<u>\$6,113,870.72</u>	<u>\$2,400.00</u>	<u>\$648,244.63</u>
--- Food services ---				
11-000-310-600 Supplies & Materials	\$17,136.80	\$17,136.80	.00	.00
TOTAL	<u>\$17,136.80</u>	<u>\$17,136.80</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Undistributed Expenditures	\$21,677,131.99	\$19,092,154.22	\$47,095.37	\$2,537,882.40
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$37,774,741.10	\$34,635,399.24	\$47,544.37	\$3,091,797.49
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$37,774,741.10	\$34,635,399.24	\$47,544.37	\$3,091,797.49
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Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
--- EQUIPMENT ---				
Regular programs-instruction				
12-120-100-730 Grades 1-5	\$11,704.00	\$11,704.00	.00	.00
12-130-100-730 Grades 6-8	\$29,151.66	\$29,151.66	.00	.00
12-140-100-730 Grades 9-12	\$37,853.26	\$37,853.26	.00	.00
Special education - instruction				
12-4XX-100-730 School-spons. & oth instr prog	\$163,000.00	\$63,362.25	\$0.00	\$99,637.75
12-000-219-730 Support services-students-spec.	\$12,093.00	\$12,093.00	.00	.00
12-000-251-730 Central Services	\$2,553.03	\$2,548.10	.00	\$4.93
12-000-262-730 Undist. Exp.-Custodial Services	\$14,223.00	\$14,223.00	.00	.00
12-000-263-730 Undist. Exp.-Care and Upkeep of Grnds	\$7,950.00	\$7,950.00	.00	.00
12-000-266-730 Undist. Exp.-Security	\$127,704.00	\$124,490.40	.00	\$3,213.60
Undist. Exp. - Non-instructional Services				
TOTAL	\$406,231.95	\$303,375.67	\$0.00	\$102,856.28
--- Facilities acquisition and construction services ---				
12-000-400-450 Construction Services	\$7,835.00	\$7,835.00	.00	.00
12-000-400-896 Assmt for Debt Service on SDA Funding	\$30,028.00	\$30,028.00	.00	.00
12-000-400-932 Capital Outlay tfr to Captl. Projects	\$110,000.00	.00	.00	\$110,000.00
Sub Total	\$147,863.00	\$37,863.00	\$0.00	\$110,000.00
TOTAL	\$147,863.00	\$37,863.00	\$0.00	\$110,000.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$554,094.95	\$341,238.67	\$0.00	\$212,856.28

Waldwick Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 12 Month Period Ending 06/30/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL GENERAL FUND EXPENDITURES	\$38,328,836.05	\$34,976,637.91	\$47,544.37	\$3,304,653.77

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
General Fund - Fund 10

For 12 Month Period Ending 06/30/2024

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify 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:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

Accounts that are not included in Details of the REPORT OF THE SECRETARY

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBERANCES	AVAILABLE BALANCE
11-999-999-999-99-99-	P/R KICK OUT-TUIT RE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-999-999-999- - -	SUMMER PAY ADJ ACCT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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7/31 9:55am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/24

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ASSETS AND RESOURCES

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--- A S S E T S ---

101	Cash in bank		\$71,251.74
	Accounts receivable:		
141	Intergovernmental - State	(\$171.00)	
142	Intergovernmental - Federal	\$1,329,883.00	
			\$1,329,712.00

--- R E S O U R C E S ---

301	Estimated Revenues	\$1,931,905.91	
302	Less Revenues	(\$2,022,325.00)	
			(\$90,419.09)

Total assets and resources

\$1,310,544.65

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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/24

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LIABILITIES AND FUND EQUITY

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--- LIABILITIES ---

411	Intergovernmental accounts payable - State	\$0.63
412	Intergovernmental accounts payable - Federal	\$50,816.76
421	Accounts Payable	\$76,471.48
481	Deferred revenues	\$804,819.43

TOTAL LIABILITIES

\$932,108.30

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FUND BALANCE

=====

--- Appropriated ---

601	Appropriations		\$1,931,905.91	
602	Less: Expenditures	\$1,553,469.56		
			(\$1,553,469.56)	
				\$378,436.35
				=====
	TOTAL FUND BALANCE			\$378,436.35
				=====
	TOTAL LIABILITIES AND FUND EQUITY			\$1,310,544.65
				=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Special Revenue Fund - Fund 20  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/24

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
3XXX From State Sources	\$356,945.00	\$394,253.00		(\$37,308.00)
4XXX From Federal Sources	\$1,574,960.91	\$1,628,072.00		(\$53,111.09)
TOTAL REVENUE/SOURCES OF FUNDS	\$1,931,905.91	\$2,022,325.00		(\$90,419.09)
=====				
*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
STATE PROJECTS:				
Nonpublic textbooks (501)	\$13,643.00	\$13,593.60	.00	\$49.40
Nonpublic auxiliary services (502)	\$130,663.00	\$102,867.00	.00	\$27,796.00
Nonpublic handicapped services (506)	\$118,525.00	\$75,138.71	.00	\$43,386.29
Nonpublic nursing services (509)	\$30,480.00	\$27,750.70	.00	\$2,729.30
Nonpublic Technology Aid (510)	\$11,564.00	\$7,612.66	.00	\$3,951.34
Nonpublic School Programs (511)	\$52,070.00	\$51,508.08	.00	\$561.92
TOTAL STATE PROJECTS	\$356,945.00	\$278,470.75	\$0.00	\$78,474.25
FEDERAL PROJECTS:				
ARP - IDEA Basic Grant Program (223)	\$5,466.80	\$5,466.80	.00	.00
ESSA Title I - Part A/D (231-239)	\$86,702.74	\$53,102.90	.00	\$33,599.84
ESSA Title III - English Lang Enhancement (241-245)	\$17,092.00	\$10,368.63	.00	\$6,723.37
I.D.E.A. Part B (Handicapped) (250-259)	\$545,536.00	\$484,216.45	.00	\$61,319.55
ESSA Title II - Part A/D (270-279)	\$51,041.98	\$34,453.77	.00	\$16,588.21
ESSA Title IV (280-289)	\$10,039.00	\$8,211.00	.00	\$1,828.00
ARRA/Other (450-469)	\$76,000.00	\$60,546.25	.00	\$15,453.75
CRRSA-ESSER II Grant Program (483)	\$276.00	.00	.00	\$276.00
CRRSA Act-Learning Acceleration Grant Program (484)	\$459.56	.00	.00	\$459.56
CRRSA Act-Mental Health Grant Program (485)	\$13,950.49	.00	.00	\$13,950.49
ACERS Program (486)	\$165,102.00	\$165,102.00	.00	.00
ARP - ESSER Grant Program (487)	\$372,079.71	\$372,079.71	.00	.00
ARP - ESSER Accelerated Learning Coaching (488)	\$126,611.00	\$20,080.00	.00	\$106,531.00
ARP - ESSER Evidence-Based Summer Learning (489)	\$24,603.63	\$24,603.63	.00	.00
ARP - ESSER Evidence-Based Comprehensive (490)	\$35,000.00	\$1,005.42	.00	\$33,994.58
ARP - ESSER NJ Tiered System of Supports (491)	\$45,000.00	\$35,762.25	.00	\$9,237.75
TOTAL FEDERAL PROJECTS	\$1,574,960.91	\$1,274,998.81	\$0.00	\$299,962.10
*** TOTAL EXPENDITURES ***	\$1,931,905.91	\$1,553,469.56	\$0.00	\$378,436.35
=====				



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
SPECIAL REVENUE - FUND 20  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 12 Month Period Ending 06/30/24

	ESTIMATED	ACTUAL	UNREALIZED
	-----	-----	-----
--- STATE SOURCES ---			
3257 SDA Emergent Needs & Capital Maintenance		\$37,308.00	(\$37,308.00)
32XX Other Restricted Entitlements	\$356,945.00	\$356,945.00	\$0.00
	-----	-----	-----
Total Revenue from State Sources	\$356,945.00	\$394,253.00	(\$37,308.00)
	=====	=====	=====
--- FEDERAL SOURCES ---			
4411-16 Title I	\$86,702.74	\$46,210.00	\$40,492.74
4451-55 Title II	\$51,041.98	\$22,702.00	\$28,339.98
4491-94 Title III	\$17,092.00	\$10,369.00	\$6,723.00
4471-74 Title IV	\$10,039.00	\$9,838.00	\$201.00
4419 ARP - IDEA Basic	\$5,466.80	\$5,467.00	(\$0.20)
4420-29 I.D.E.A. Part B (Handicapped)	\$545,536.00	\$482,306.00	\$63,230.00
4534 CRRSA Act - ESSER II	\$276.00	\$2,626.00	(\$2,350.00)
4535 CRRSA Act - Learning Acceleration Grant	\$459.56	\$1,196.00	(\$736.44)
4536 CRRSA Act - Mental Health Grant	\$13,950.49	\$1.00	\$13,949.49
4537 ACSERS Special Ed and Related Services	\$165,102.00	\$72,684.00	\$92,418.00
4540 ARP-ESSER Grant Program	\$603,294.34	\$974,673.00	(\$371,378.66)
4XXX Other Federal Aids	\$76,000.00	\$0.00	\$76,000.00
	-----	-----	-----
Total Revenues from Federal Sources	\$1,574,960.91	\$1,628,072.00	(\$53,111.09)
	=====	=====	=====
TOTAL REVENUES/SOURCES OF FUNDS	\$1,931,905.91	\$2,022,325.00	(\$90,419.09)
	=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Special Revenue Fund - Fund 20  
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/24

	Appropriations	Expenditures	Encumbrances	Available Balance
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Local Projects:				
State Projects:				
-- Other State Programs --				
20-501-XXX-XXX to 20-511-XXX-XXX Nonpublic Programs	\$356,945.00	\$278,470.75	.00	\$78,474.25
-- TOTAL Other State Programs --	<u>\$356,945.00</u>	<u>\$278,470.75</u>	<u>\$0.00</u>	<u>\$78,474.25</u>
 TOTAL STATE PROJECTS	 \$356,945.00	 \$278,470.75	 \$0.00	 \$78,474.25
 Federal Projects:				
--- CARES Act Educational Stabilization Fund ---				
--- Bridging the Digital Divide Program				
--- Coronavirus Relief Grant Program ---				
--- Other Federal Programs ---				
20-223-XXX-XXX ARP-IDEA Basic Grant Program	\$5,466.80	\$5,466.80	.00	.00
20-231 to 20-239-XXX-XXX ESSA Title I - Part A/D	\$86,702.74	\$53,102.90	.00	\$33,599.84
20-241 to 20-245-XXX-XXX ESSA Title III - Part A/D	\$17,092.00	\$10,368.63	.00	\$6,723.37
20-25X-XXX-XXX I.D.E.A. Part B	\$545,536.00	\$484,216.45	.00	\$61,319.55
20-27X-XXX-XXX ESSA Title II - Part A/D	\$51,041.98	\$34,453.77	.00	\$16,588.21
20-28X-XXX-XXX ESSA Title IV	\$10,039.00	\$8,211.00	.00	\$1,828.00
20-450 to 20-469-XXX-XXX ARRA/Other	\$76,000.00	\$60,546.25	.00	\$15,453.75
20-483-XXX-XXX CRRSA-ESSER II Grant Program	\$276.00	.00	.00	\$276.00
20-484-XXX-XXX CRRSA Act-Learning Acceleration Grant Program	\$459.56	.00	.00	\$459.56
20-485-XXX-XXX CRRSA Act-Mental Health Grant Program	\$13,950.49	.00	.00	\$13,950.49
20-486-XXX-XXX ACSERS Special Ed and Related Services Program	\$165,102.00	\$165,102.00	.00	.00
20-487-XXX-XXX ARP-ESSER Grant Program	\$372,079.71	\$372,079.71	.00	.00
20-488-XXX-XXX ARP-ESSER Accelerated Learning Coaching	\$126,611.00	\$20,080.00	.00	\$106,531.00
20-489-XXX-XXX ARP-ESSER Evidence-Based Summer Learning	\$24,603.63	\$24,603.63	.00	.00
20-490-XXX-XXX ARP-ESSER Evidence-Based Comprehensive	\$35,000.00	\$1,005.42	.00	\$33,994.58
20-491-XXX-XXX ARP-ESSER NJ Tiered System of Supports	\$45,000.00	\$35,762.25	.00	\$9,237.75
TOTAL Other Federal Programs	\$1,574,960.91	\$1,274,998.81	\$0.00	\$299,962.10
 TOTAL FEDERAL PROJECTS	 <u>\$1,574,960.91</u>	 <u>\$1,274,998.81</u>	 <u>\$0.00</u>	 <u>\$299,962.10</u>
  TOTAL EXPENDITURES	  <u>\$1,931,905.91</u>	  <u>\$1,553,469.56</u>	  <u>\$0.00</u>	  <u>\$378,436.35</u>

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Special Revenue Fund - Fund 20  
For 12 Month Period Ending 06/30/24

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify 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:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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7/31 9:55am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/24

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$4,081,261.18
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--- R E S O U R C E S ---

301	Estimated Revenues	\$9,743,085.91	
		<hr/>	\$9,743,085.91

Total assets and resources

\$13,824,347.09

=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/24

=====

LIABILITIES AND FUND EQUITY

=====

--- LIABILITIES ---

421	Accounts Payable		\$171,725.30
			<hr/>
	TOTAL LIABILITIES		\$171,725.30
			<hr/>

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year		\$548,725.99
754	Reserve for encumbrances - Prior Year		\$456,690.78
601	Appropriations	\$9,492,750.87	
602	Less : Expenditures	\$5,583,214.99	
603	Encumbrances	\$1,005,416.77	
		(\$6,588,631.76)	
		<hr/>	\$2,904,119.11
	Total Appropriated		\$3,909,535.88

--- Unappropriated ---

770	Fund balance		\$3,890,829.00
303	Budgeted Fund Balance		\$5,852,256.91
		<hr/>	

TOTAL FUND BALANCE	\$13,652,621.79
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TOTAL LIABILITIES AND FUND EQUITY	\$13,824,347.09
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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Capital Projects Fund - Fund 30  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/24

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
51XX Bonds (Principal & Premium)	\$8,614,539.03	.00		\$8,614,539.03
52XX Transfers from other funds	\$1,128,546.88	.00		\$1,128,546.88
<hr/>				
TOTAL REVENUE/SOURCES OF FUNDS	\$9,743,085.91	\$0.00		\$9,743,085.91
<hr/>				
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
<hr/>				
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-331 Legal services	\$213,643.59	.00	.00	\$213,643.59
30-000-4XX-334 Architectural/Engineering Services	\$938,306.04	\$106,267.67	\$153,835.91	\$678,202.46
30-000-4XX-390 Other purchased prof. & tech. serv.	\$491,623.59	\$271,435.30	\$187,289.59	\$32,898.70
30-000-4XX-450 Construction services	\$7,582,352.69	\$4,982,067.09	\$664,291.27	\$1,935,994.33
30-000-4XX-610 Supplies & Materials	\$80,224.96	\$50,634.93	.00	\$29,590.03
30-000-4XX-800 Other objects	\$186,600.00	\$172,810.00	.00	\$13,790.00
<hr/>				
Total fac.acq.and constr. serv.	\$9,492,750.87	\$5,583,214.99	\$1,005,416.77	\$2,904,119.11
<hr/>				
TOTAL EXPENDITURES	\$9,492,750.87	\$5,583,214.99	\$1,005,416.77	\$2,904,119.11
<hr/>				
*** TOTAL EXPENDITURES AND TRANSFERS	\$9,492,750.87	\$5,583,214.99	\$1,005,416.77	\$2,904,119.11
<hr/>				

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Capital Projects Fund - Fund 30  
For 12 Month Period Ending 06/30/24

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify 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:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date



All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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7/31 9:55am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/24

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

--- R E S O U R C E S ---

301	Estimated Revenues	\$1,568,413.00
302	Less Revenues	(\$1,568,413.00)

\_\_\_\_\_

=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/24

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

Reserved fund balance:

601	Appropriations		\$1,568,413.00
602	Less : Expenditures	\$1,568,413.00	
			(\$1,568,413.00)

--- Unappropriated ---

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$1,568,413.00	\$1,568,413.00	\$0.00
Revenues	(\$1,568,413.00)	(\$1,568,413.00)	\$0.00
--- Change in Maint. / Capital reserve account ---			
Less: Adjust for prior year encumb.	\$0.00	\$0.00	

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Debt Service Fund - Fund 40  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/24

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
*** REVENUES/SOURCES OF FUNDS ***				
--- Local Sources ---				
1210            Local tax levy	\$1,088,959.00	\$1,088,959.00		.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Local Sources	\$1,088,959.00	\$1,088,959.00		\$0.00
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
--- State Sources ---				
3160            Debt service aid Type II	\$479,454.00	\$479,454.00		.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total State Sources	\$479,454.00	\$479,454.00		\$0.00
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
TOTAL REVENUE/SOURCES OF FUNDS	\$1,568,413.00	\$1,568,413.00		\$0.00
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>



REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Debt Service Fund - Fund 40

For 12 Month Period Ending 06/30/24

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify 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:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY


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**Report of the Treasurer  
To the Board of Education  
District of Waldwick  
For the Month Ending June, 2024**

**REVISED**

Cash Report				
Funds	Beginning Cash Balance	Cash Receipts This Month	Cash Disbursements This Month	Ending Balance
<u>Governmental Funds</u>				
10 General Fund	23,046,848.31	304,386.27	3,818,721.81	19,532,512.77
20 Special Revenue	108,505.59	159,832.00	197,085.85	71,251.74
30 Capital Projects	4,166,724.18	-	85,463.00	4,081,261.18
40 Debt Service	0.00	-	-	0.00
Total Gov't. Funds	27,322,078.08	464,218.27	4,101,270.66	23,685,025.69
60 Enterprise Fund	113,045.16	17,871.84	22,835.09	108,081.91
<u>Other Accounts:</u>				
Payroll	0.00	1,400,685.90	1,400,685.90	0.00
Payroll Agency	601.68	1,031,525.28	1,031,519.68	607.28
UCI	595,859.07	8,019.53	159.56	603,719.04
Total Other Accounts	596,460.75	2,440,230.71	2,432,365.14	604,326.32
Grand Total	28,031,583.99	2,922,320.82	6,556,470.89	24,397,433.92

Submitted By:



Superintendent of Schools

7/24/2024

Dated



Treasurer's Report Continued

**Cash Balances**

Valley Operating	19,223,386.93
Valley Capital Projects	4,081,261.18
Total Governmental Funds	23,304,648.11
Valley Cafeteria (Enterprise Fund)	108,081.91
Other Valley Accounts from Page 1	604,326.32
Valley Summer Payment Plan	380,377.58
Grand Total	24,397,433.92

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
General Fund - Fund 10  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/2024

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$19,316,873.90
	Accounts receivable:		
141	Intergovernmental - State	\$852,572.00	
143	Intergovernmental - Other	\$6,761.14	
153,154	Other (net of est uncollectible of \$_____)	\$43,500.00	\$902,833.14

--- R E S O U R C E S ---

301	Estimated Revenues	\$37,204,640.00	
302	Less Revenues	(\$745,733.13)	
			\$36,458,906.87

Total assets and resources

\$56,678,613.91

=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
General Fund - Fund 10  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/2024

=====

LIABILITIES AND FUND EQUITY

=====

--- L I A B I L I T I E S ---

421	Accounts Payable	\$244,720.98
471	Payroll Deductions and Withholdings	\$190,188.78
TOTAL LIABILITIES		\$434,909.76

FUND BALANCE

--- A p p r o p r i a t e d ---

753	Reserve for Encumbrances - Current Year	\$13,266,237.24
754	Reserve for Encumbrance - Prior Year	\$47,165.37
Reserved fund balance:		
761	Capital reserve account -	\$10,889,613.00
		\$10,889,613.00
764	Reserve for Maintenance	\$1,359,261.00
		\$1,359,261.00
601	Appropriations	\$39,362,904.37
602	Less : Expenditures	\$987,803.72
603	Encumbrances	\$13,313,402.61
		(\$14,301,206.33)
		\$25,061,698.04
Total Appropriated		\$50,623,974.65

--- U n a p p r o p r i a t e d ---

770	Unreserved Fund Balance -	\$7,730,449.50
303	Budgeted Fund Balance	(\$2,110,720.00)

TOTAL FUND BALANCE	\$56,243,704.15
TOTAL LIABILITIES AND FUND EQUITY	\$56,678,613.91

Waldwick Board of Education  
General Fund - Fund 10  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/2024

## RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$39,362,904.37	\$14,301,206.33	\$25,061,698.04
Revenues	(\$37,204,640.00)	(\$745,733.13)	(\$36,458,906.87)
	<u>\$2,158,264.37</u>	<u>\$13,555,473.20</u>	<u>(\$11,397,208.83)</u>
Less: Adjust for prior year encumb.	<u>(\$47,544.37)</u>	<u>(\$47,544.37)</u>	
Budgeted Fund Balance	<u>\$2,110,720.00</u>	<u>\$13,507,928.83</u>	<u>(\$11,397,208.83)</u>
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$2,110,720.00	\$13,507,928.83	(\$11,397,208.83)
TOTAL Budgeted Fund Balance	<u>\$2,110,720.00</u>	<u>\$13,507,928.83</u>	<u>(\$11,397,208.83)</u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/2024

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$34,601,524.00	\$658,612.34		\$33,942,911.66
3XXX From State Sources	\$2,571,692.00	\$86,157.00		\$2,485,535.00
4XXX From Federal Sources	\$31,424.00	\$963.79		\$30,460.21
 TOTAL REVENUE/SOURCES OF FUNDS	 \$37,204,640.00	 \$745,733.13		 \$36,458,906.87
	=====	=====	=====	=====
				AVAILABLE BALANCE
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$11,194,308.00	\$0.00	\$233,591.36	\$10,960,716.64
11-2XX-100-XXX Special Education - Instruction	\$4,110,412.00	\$0.00	\$6,270.22	\$4,104,141.78
11-230-100-XXX Basic Skills - Remedial Instruction	\$541,708.00	\$0.00	\$364.14	\$541,343.86
11-240-100-XXX Bilingual Education - Instruction	\$245,450.00	\$0.00	\$195.83	\$245,254.17
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$229,355.00	\$0.00	\$3,567.93	\$225,787.07
11-402-100-XXX School-Spons. Athletics - Instruction	\$561,015.00	\$0.00	\$115,594.85	\$445,420.15
11-4XX-100-XXX Other Instrc. Programs - Instruction	\$88,185.00	\$53,236.92	\$0.00	\$34,948.08
11-4XX-200-XXX Other Supplemental/At Risk Pto grams	\$15,669.00	\$7,196.32	.00	\$8,472.68
--- UNDISTRIBUTED EXPENDITURES ---				
11-000-100-XXX Instruction	\$3,889,793.00	\$0.00	\$925,880.56	\$2,963,912.44
11-000-211-XXX Attendance and Social Work Services	\$138,311.00	\$0.00	\$0.00	\$138,311.00
11-000-213-XXX Health Services	\$286,932.00	\$0.00	\$12,460.47	\$274,471.53
11-000-216-XXX Speech, OT,PT & Related Svcs	\$1,028,935.00	\$0.00	\$4,134.50	\$1,024,800.50
11-000-218-XXX Guidance	\$768,451.44	\$22,400.72	\$274,354.77	\$471,695.95
11-000-219-XXX Child Study Teams	\$857,954.00	\$14,952.15	\$107,203.64	\$735,798.21
11-000-221-XXX Improv of Inst. - Instruc Staff	\$12,900.00	\$0.00	\$0.00	\$12,900.00
11-000-222-XXX Educational Media Serv/School Library	\$109,022.92	\$8,052.38	\$80,756.93	\$20,213.61
11-000-223-XXX Instructional Staff Training Services	\$24,500.00	\$0.00	\$4,012.50	\$20,487.50
11-000-230-XXX Supp. Serv.-General Administration	\$864,931.72	\$32,184.56	\$513,874.69	\$318,872.47
11-000-240-XXX Supp. Serv.-School Administration	\$2,157,599.60	\$160,064.20	\$1,773,122.09	\$224,413.31
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$811,217.69	\$51,413.46	\$594,693.31	\$165,110.92
11-000-261-XXX Require Maint. for School Facilities	\$442,201.00	\$14,164.58	\$284,065.86	\$143,970.56
11-000-262-XXX Custodial Services	\$1,928,277.00	\$71,009.48	\$1,257,396.23	\$599,871.29
11-000-263-XXX Care and Upkeep of Grounds	\$86,950.00	\$0.00	\$30,740.15	\$56,209.85
11-000-266-XXX Security	\$15,000.00	\$0.00	\$0.00	\$15,000.00
11-000-270-XXX Student Transportation Services	\$1,289,618.00	\$1,960.00	\$921,110.00	\$366,548.00
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$7,414,180.00	\$551,168.95	\$6,096,134.58	\$766,876.47
 TOTAL GENERAL CURRENT EXPENSE	 \$39,112,876.37	 \$987,803.72	 \$13,239,524.61	 \$24,885,548.04
EXPENDITURES/USES OF FUNDS	=====	=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/2024

	AVAILABLE			
*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	BALANCE
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$110,000.00	\$0.00	\$43,850.00	\$66,150.00
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$140,028.00	.00	\$30,028.00	\$110,000.00
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$250,028.00	\$0.00	\$73,878.00	\$176,150.00
	=====	=====	=====	=====
TOTAL GENERAL FUND EXPENDITURES	\$39,362,904.37	\$987,803.72	\$13,313,402.61	\$25,061,698.04
	=====	=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
GENERAL FUND - FUND 10  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 1 Month Period Ending 07/31/2024

	ESTIMATED	ACTUAL	UNREALIZED
	<u>                    </u>	<u>                    </u>	<u>                    </u>
--- LOCAL SOURCES ---			
1210 Local Tax Levy	\$33,507,183.00	\$500,000.00	\$33,007,183.00
1310 Tuition from Individuals	\$45,000.00	\$49,800.00	(\$4,800.00)
1910 Rents and Royalties	\$48,000.00	\$8,020.00	\$39,980.00
1XXX Miscellaneous	\$1,001,341.00	\$100,792.34	\$900,548.66
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL LOCAL	\$34,601,524.00	\$658,612.34	\$33,942,911.66
	<u>                    </u>	<u>                    </u>	<u>                    </u>
--- STATE SOURCES ---			
3121 Categorical Transportation Aid	\$199,527.00	.00	\$199,527.00
3131 Extraordinary Aid	\$251,938.00	.00	\$251,938.00
3132 Categorical Special Education Aid	\$1,350,999.00	.00	\$1,350,999.00
3176 Equalization	\$557,162.00	.00	\$557,162.00
3177 Categorical Security	\$125,909.00	.00	\$125,909.00
3XXX Other State Aids	\$86,157.00	\$86,157.00	\$0.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL	\$2,571,692.00	\$86,157.00	\$2,485,535.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>
--- FEDERAL SOURCES ---			
4210 FFCRA/SEMI and ARRA/SEMI Revenue	\$31,424.00	\$963.79	\$30,460.21
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL	\$31,424.00	\$963.79	\$30,460.21
	<u>                    </u>	<u>                    </u>	<u>                    </u>
--- OTHER FINANCING SOURCES ---			
TOTAL REVENUES/SOURCES OF FUNDS	\$37,204,640.00	\$745,733.13	\$36,458,906.87
	<u>                    </u>	<u>                    </u>	<u>                    </u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$528,100.00	.00	.00	\$528,100.00
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$3,447,046.00	.00	.00	\$3,447,046.00
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$2,554,894.00	.00	.00	\$2,554,894.00
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$3,571,566.00	.00	.00	\$3,571,566.00
11-150-100-320 Purchased Prof.-Ed. Services	\$20,000.00	.00	.00	\$20,000.00
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$490,252.00	.00	.00	\$490,252.00
11-190-100-320 Purchased Prof.-Ed. Services	\$116,000.00	.00	\$69,113.95	\$46,886.05
11-190-100-500 Other Purch. Serv. (400-500 series)	\$45,543.00	.00	\$1,000.00	\$44,543.00
11-190-100-610 General Supplies	\$404,657.00	.00	\$163,252.41	\$241,404.59
11-190-100-800 Other Objects	\$16,250.00	.00	\$225.00	\$16,025.00
<b>TOTAL</b>	<b>\$11,194,308.00</b>	<b>\$0.00</b>	<b>\$233,591.36</b>	<b>\$10,960,716.64</b>
--- SPECIAL EDUCATION - INSTRUCTION ---				
Learning and/or Language Disabilities Mild or Moderate:				
11-204-100-101 Salaries of Teachers	\$579,025.00	\$0.00	\$0.00	\$579,025.00
11-204-100-106 Other Salaries for Instruction	\$400,511.00	.00	.00	\$400,511.00
11-204-100-320 Purchased Prof.-Ed. Services	\$2,500.00	.00	\$1,712.00	\$788.00
11-204-100-610 General Supplies	\$4,160.00	.00	\$296.85	\$3,863.15
<b>TOTAL</b>	<b>\$986,196.00</b>	<b>\$0.00</b>	<b>\$2,008.85</b>	<b>\$984,187.15</b>
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$1,800,215.00	\$0.00	\$0.00	\$1,800,215.00
11-213-100-106 Other Salaries for Instruction	\$100,588.00	.00	.00	\$100,588.00
11-213-100-610 General supplies	\$2,525.00	.00	\$786.14	\$1,738.86
<b>TOTAL</b>	<b>\$1,903,328.00</b>	<b>\$0.00</b>	<b>\$786.14</b>	<b>\$1,902,541.86</b>
Autism:				
11-214-100-101 Salaries of Teachers	\$260,375.00	\$0.00	\$0.00	\$260,375.00
11-214-100-106 Other Salaries for Instruction	\$256,624.00	.00	.00	\$256,624.00
11-214-100-320 Purchased Prof.-Ed. Services	\$600.00	.00	.00	\$600.00
11-214-100-610 General Supplies	\$14,159.00	.00	\$1,532.34	\$12,626.66
11-214-100-800 Other Objects	\$2,000.00	.00	.00	\$2,000.00
<b>TOTAL</b>	<b>\$533,758.00</b>	<b>\$0.00</b>	<b>\$1,532.34</b>	<b>\$532,225.66</b>
Preschool Disabilities - Part-Time:				
11-215-100-101 Salaries of Teachers	\$191,060.00	\$0.00	\$0.00	\$191,060.00
11-215-100-106 Other Salaries for Instruction	\$144,722.00	.00	.00	\$144,722.00
11-215-100-600 General Supplies	\$1,900.00	.00	\$863.86	\$1,036.14
<b>TOTAL</b>	<b>\$337,682.00</b>	<b>\$0.00</b>	<b>\$863.86</b>	<b>\$336,818.14</b>
Preschool Disabilities - Full-Time:				
11-216-100-101 Salaries of Teachers	\$156,780.00	\$0.00	\$0.00	\$156,780.00
11-216-100-106 Other Salaries for Instruction	\$174,868.00	.00	.00	\$174,868.00
11-216-100-320 Purchased Prof.-Ed. Services	\$500.00	.00	.00	\$500.00



Waldwick Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
11-216-100-600 General Supplies	\$7,300.00	.00	\$1,079.03	\$6,220.97
<b>TOTAL</b>	<b>\$339,448.00</b>	<b>\$0.00</b>	<b>\$1,079.03</b>	<b>\$338,368.97</b>
Home Instruction:				
11-219-100-101 Salaries of Teachers	\$10,000.00	\$0.00	\$0.00	\$10,000.00
<b>TOTAL</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>
<b>TOTAL SPECIAL ED - INSTRUCTION</b>	<b>\$4,110,412.00</b>	<b>\$0.00</b>	<b>\$6,270.22</b>	<b>\$4,104,141.78</b>
--- Basic Skills/Remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$541,248.00	\$0.00	\$0.00	\$541,248.00
11-230-100-610 General Supplies	\$460.00	.00	\$364.14	\$95.86
<b>TOTAL</b>	<b>\$541,708.00</b>	<b>\$0.00</b>	<b>\$364.14</b>	<b>\$541,343.86</b>
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$245,200.00	\$0.00	\$0.00	\$245,200.00
11-240-100-610 General Supplies	\$250.00	.00	\$195.83	\$54.17
<b>TOTAL</b>	<b>\$245,450.00</b>	<b>\$0.00</b>	<b>\$195.83</b>	<b>\$245,254.17</b>
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$189,900.00	.00	.00	\$189,900.00
11-401-100-500 Purchased Services (300-500 series)	\$14,400.00	.00	.00	\$14,400.00
11-401-100-600 Supplies and Materials	\$10,195.00	.00	\$1,317.93	\$8,877.07
11-401-100-800 Other Objects	\$14,860.00	.00	\$2,250.00	\$12,610.00
<b>TOTAL</b>	<b>\$229,355.00</b>	<b>\$0.00</b>	<b>\$3,567.93</b>	<b>\$225,787.07</b>
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$425,765.00	.00	.00	\$425,765.00
11-402-100-500 Purchased Services (300-500 series)	\$72,000.00	.00	\$66,000.00	\$6,000.00
11-402-100-600 Supplies and Materials	\$54,700.00	.00	\$44,144.85	\$10,555.15
11-402-100-800 Other Objects	\$8,550.00	.00	\$5,450.00	\$3,100.00
<b>TOTAL</b>	<b>\$561,015.00</b>	<b>\$0.00</b>	<b>\$115,594.85</b>	<b>\$445,420.15</b>
--- Summer school - Instruction ---				
11-422-100-101 Salaries of Teachers	\$41,064.00	\$24,107.64	\$0.00	\$16,956.36
11-422-100-106 Other Salaries for Instruction	\$47,121.00	\$29,129.28	.00	\$17,991.72
<b>TOTAL</b>	<b>\$88,185.00</b>	<b>\$53,236.92</b>	<b>\$0.00</b>	<b>\$34,948.08</b>
--- Summer school - support services ---				
11-422-200-100 Salaries	\$15,669.00	\$7,196.32	.00	\$8,472.68
<b>TOTAL</b>	<b>\$15,669.00</b>	<b>\$7,196.32</b>	<b>\$0.00</b>	<b>\$8,472.68</b>
<b>TOTAL SUMMER SCHOOL</b>	<b>\$103,854.00</b>	<b>\$60,433.24</b>	<b>\$0.00</b>	<b>\$43,420.76</b>
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-561 Tuition to Other LEAs within State Regular	\$40,000.00	.00	.00	\$40,000.00
11-000-100-562 Tuition to Other LEAs within State Special	\$700,000.00	.00	\$98,139.14	\$601,860.86
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$193,752.00	.00	.00	\$193,752.00
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$77,058.00	.00	.00	\$77,058.00

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$768,742.00	.00	.00	\$768,742.00
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$1,841,527.00	.00	\$827,741.42	\$1,013,785.58
11-000-100-567 Tuition Priv Sch Disbl & Otr LEA o/s State	\$200,000.00	.00	.00	\$200,000.00
11-000-100-569 Tuition - Other	\$40,000.00	.00	.00	\$40,000.00
11-000-100-56X Contribution (Transfer) of Funds to Charter Schools				
	\$28,714.00	.00	.00	\$28,714.00
<b>TOTAL</b>	<b>\$3,889,793.00</b>	<b>\$0.00</b>	<b>\$925,880.56</b>	<b>\$2,963,912.44</b>
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$138,311.00	.00	.00	\$138,311.00
<b>TOTAL</b>	<b>\$138,311.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$138,311.00</b>
--- Health services ---				
11-000-213-100 Salaries	\$265,287.00	.00	.00	\$265,287.00
11-000-213-300 Purchased Prof. & Tech. Svc.	\$16,645.00	.00	\$9,645.00	\$7,000.00
11-000-213-600 Supplies and Materials (600-615)	\$3,000.00	.00	\$2,815.47	\$184.53
11-000-213-800 Other Objects	\$2,000.00	.00	.00	\$2,000.00
<b>TOTAL</b>	<b>\$286,932.00</b>	<b>\$0.00</b>	<b>\$12,460.47</b>	<b>\$274,471.53</b>
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$618,585.00	.00	.00	\$618,585.00
11-000-216-320 Purchased Prof. Ed. Services	\$400,350.00	.00	\$4,134.50	\$396,215.50
11-000-216-600 Supplies and Materials	\$10,000.00	.00	.00	\$10,000.00
<b>TOTAL</b>	<b>\$1,028,935.00</b>	<b>\$0.00</b>	<b>\$4,134.50</b>	<b>\$1,024,800.50</b>
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$583,271.24	\$10,288.74	\$116,569.26	\$456,413.24
11-000-218-105 Sal Secr. & Clerical Asst.	\$145,343.76	\$12,111.98	\$133,231.78	.00
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$30,636.44	.00	\$20,337.00	\$10,299.44
11-000-218-500 Other Purchased Services (400-500 series)	\$250.00	.00	\$250.00	.00
11-000-218-600 Supplies and Materials	\$6,500.00	.00	\$3,966.73	\$2,533.27
11-000-218-800 Other Objects	\$2,450.00	.00	.00	\$2,450.00
<b>TOTAL</b>	<b>\$768,451.44</b>	<b>\$22,400.72</b>	<b>\$274,354.77</b>	<b>\$471,695.95</b>
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$665,231.52	\$5,400.31	.00	\$659,831.21
11-000-219-105 Sal Secr. & Clerical Asst.	\$114,622.48	\$9,551.84	\$105,070.24	\$0.40
11-000-219-320 Purchased Prof. - Ed. Services	\$42,000.00	.00	.00	\$42,000.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$21,000.00	.00	.00	\$21,000.00
11-000-219-592 Misc Purch Ser(400-500 O/than Resid costs)	\$3,700.00	\$0.00	\$400.00	\$3,300.00
11-000-219-600 Supplies and Materials	\$10,000.00	.00	\$1,733.40	\$8,266.60
11-000-219-800 Other Objects	\$1,400.00	.00	.00	\$1,400.00
<b>TOTAL</b>	<b>\$857,954.00</b>	<b>\$14,952.15</b>	<b>\$107,203.64</b>	<b>\$735,798.21</b>
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$10,000.00	.00	.00	\$10,000.00
11-000-221-800 Other Objects	\$2,900.00	.00	.00	\$2,900.00
<b>TOTAL</b>	<b>\$12,900.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12,900.00</b>

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$17,163.00	.00	.00	\$17,163.00
11-000-222-177 Salaries of Technology Coordinators	\$80,159.92	\$8,052.38	\$72,107.54	.00
11-000-222-600 Supplies and Materials	\$11,700.00	.00	\$8,649.39	\$3,050.61
<b>TOTAL</b>	<b>\$109,022.92</b>	<b>\$8,052.38</b>	<b>\$80,756.93</b>	<b>\$20,213.61</b>
--- Instructional Staff Training Services ---				
11-000-223-320 Purchased Prof. - Ed. Services	\$5,500.00	.00	\$1,486.00	\$4,014.00
11-000-223-500 Other Purchased Services (400-500 series)	\$19,000.00	.00	\$2,526.50	\$16,473.50
<b>TOTAL</b>	<b>\$24,500.00</b>	<b>\$0.00</b>	<b>\$4,012.50</b>	<b>\$20,487.50</b>
--- Support services-general administration ---				
11-000-230-100 Salaries	\$376,014.72	\$31,334.56	\$344,680.16	\$0.00
11-000-230-331 Legal Services	\$70,000.00	.00	\$60,000.00	\$10,000.00
11-000-230-332 Audit Fees	\$79,302.00	.00	\$37,302.00	\$42,000.00
11-000-230-334 Architectural/Engineering Services	\$20,000.00	.00	.00	\$20,000.00
11-000-230-339 Other Purchased Prof. Svc.	\$12,052.00	.00	\$6,512.00	\$5,540.00
11-000-230-340 Purchased Tech. Services	\$14,749.60	.00	.00	\$14,749.60
11-000-230-530 Communications/Telephone	\$55,600.00	\$600.00	.00	\$55,000.00
11-000-230-580 Travel - All Other	\$4,000.00	\$250.00	.00	\$3,750.00
11-000-230-585 BOE Other Purchased Prof. Svc.	\$4,500.00	.00	\$2,100.00	\$2,400.00
11-000-230-590 Misc Purchased Services (400-500)	\$53,060.00	\$0.00	\$44,795.44	\$8,264.56
11-000-230-610 General Supplies	\$6,250.40	.00	.00	\$6,250.40
11-000-230-820 Judgments Against. School District.	\$150,000.00	.00	.00	\$150,000.00
11-000-230-890 Misc. Expenditures	\$5,000.00	.00	\$4,082.41	\$917.59
11-000-230-895 BOE Membership Dues and Fees	\$14,403.00	.00	\$14,402.68	\$0.32
<b>TOTAL</b>	<b>\$864,931.72</b>	<b>\$32,184.56</b>	<b>\$513,874.69</b>	<b>\$318,872.47</b>
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$1,752,884.00	\$131,657.00	\$1,448,227.00	\$173,000.00
11-000-240-105 Sal Secr. & Clerical Asst.	\$345,355.60	\$27,852.20	\$306,374.20	\$11,129.20
11-000-240-300 Purchased Prof. & Tech. Svc.	\$1,500.00	.00	\$800.00	\$700.00
11-000-240-500 Other Purchased Services (400-500 series)	\$14,510.00	\$555.00	\$4,000.00	\$9,955.00
11-000-240-600 Supplies and Materials	\$21,750.00	.00	\$7,087.89	\$14,662.11
11-000-240-800 Other Objects	\$21,600.00	.00	\$6,633.00	\$14,967.00
<b>TOTAL</b>	<b>\$2,157,599.60</b>	<b>\$160,064.20</b>	<b>\$1,773,122.09</b>	<b>\$224,413.31</b>
--- Central Services ---				
11-000-251-100 Salaries	\$466,901.76	\$38,908.48	\$427,993.28	.00
11-000-251-330 Purchased Prof. Services	\$2,000.00	.00	.00	\$2,000.00
11-000-251-340 Purchased Technical Services	\$47,184.00	.00	\$43,845.00	\$3,339.00
11-000-251-592 Misc Pur Serv (400-500 series )	\$9,672.00	\$2,605.00	.00	\$7,067.00
11-000-251-600 Supplies and Materials	\$10,305.37	.00	\$4,184.45	\$6,120.92
11-000-251-89X Other Objects	\$2,636.00	.00	\$1,525.00	\$1,111.00
<b>TOTAL</b>	<b>\$538,699.13</b>	<b>\$41,513.48</b>	<b>\$477,547.73</b>	<b>\$19,637.92</b>
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$117,146.00	\$9,816.66	.00	\$107,329.34

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-252-500 Other Pur Serv. (400-500 series )	\$137,213.56	\$83.32	\$116,986.58	\$20,143.66
11-000-252-600 Supplies and Materials	\$18,159.00	.00	\$159.00	\$18,000.00
<b>TOTAL</b>	<b>\$272,518.56</b>	<b>\$9,899.98</b>	<b>\$117,145.58</b>	<b>\$145,473.00</b>
<b>TOTAL Cent. Svcs. &amp; Admin IT</b>	<b>\$811,217.69</b>	<b>\$51,413.46</b>	<b>\$594,693.31</b>	<b>\$165,110.92</b>
 --- Required Maint.for School Facilities ---				
11-000-261-100 Salaries	\$171,201.00	\$14,164.58	\$155,465.26	\$1,571.16
11-000-261-420 Cleaning, Repair & Maint. Svc	\$218,820.00	.00	\$124,627.10	\$94,192.90
11-000-261-610 General Supplies	\$51,000.00	.00	\$3,973.50	\$47,026.50
11-000-261-800 Other Objects	\$1,180.00	.00	.00	\$1,180.00
<b>TOTAL</b>	<b>\$442,201.00</b>	<b>\$14,164.58</b>	<b>\$284,065.86</b>	<b>\$143,970.56</b>
 --- Custodial Services ---				
11-000-262-1XX Salaries	\$1,019,265.00	\$70,842.82	\$779,271.02	\$169,151.16
11-000-262-300 Purchased Prof. & Tech. Svc.	\$31,470.00	.00	\$18,061.68	\$13,408.32
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$2,000.00	.00	\$500.00	\$1,500.00
11-000-262-490 Other Purchased Property Svc.	\$25,000.00	.00	\$20,000.00	\$5,000.00
11-000-262-520 Insurance	\$357,194.00	.00	.00	\$357,194.00
11-000-262-580 Travel	\$3,100.00	\$166.66	.00	\$2,933.34
11-000-262-610 General Supplies	\$51,000.00	.00	\$27,088.53	\$23,911.47
11-000-262-621 Energy (Natural Gas)	\$150,000.00	.00	\$125,000.00	\$25,000.00
11-000-262-622 Energy (Electricity)	\$286,000.00	.00	\$285,000.00	\$1,000.00
11-000-262-626 Energy (Gasoline)	\$2,000.00	.00	\$2,000.00	.00
11-000-262-8XX Other Objects	\$1,248.00	\$0.00	\$475.00	\$773.00
<b>TOTAL</b>	<b>\$1,928,277.00</b>	<b>\$71,009.48</b>	<b>\$1,257,396.23</b>	<b>\$599,871.29</b>
 --- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$65,950.00	.00	\$30,558.05	\$35,391.95
11-000-263-610 General Supplies	\$21,000.00	.00	\$182.10	\$20,817.90
<b>TOTAL</b>	<b>\$86,950.00</b>	<b>\$0.00</b>	<b>\$30,740.15</b>	<b>\$56,209.85</b>
 --- Security ---				
11-000-266-610 General Supplies	\$15,000.00	.00	.00	\$15,000.00
<b>TOTAL</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>
 <b>TOTAL Oper &amp; Maint of Plant Services</b>	<b>\$2,472,428.00</b>	<b>\$85,174.06</b>	<b>\$1,572,202.24</b>	<b>\$815,051.70</b>
 --- Student transportation services ---				
11-000-270-160 Sal Pupil Trans(Bet Home & Sch)-reg	\$14,183.00	.00	.00	\$14,183.00
11-000-270-161 Sal Pupil Trans(Bet Home & Sch)-Sp Ed	\$29,183.00	\$1,960.00	\$13,040.00	\$14,183.00
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$54,367.00	.00	.00	\$54,367.00
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$17,500.00	.00	\$920.00	\$16,580.00
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$86,746.00	.00	.00	\$86,746.00
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$29,400.00	.00	.00	\$29,400.00
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$10,000.00	.00	.00	\$10,000.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$119,027.00	.00	.00	\$119,027.00

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-270-518 Contract Svc (Sp Ed) - ESCs	\$913,412.00	.00	\$900,000.00	\$13,412.00
11-000-270-615 Transportation Supplies	\$14,400.00	.00	\$7,000.00	\$7,400.00
11-000-270-800 Misc. Expenditures	\$1,400.00	.00	\$150.00	\$1,250.00
<b>TOTAL</b>	<b>\$1,289,618.00</b>	<b>\$1,960.00</b>	<b>\$921,110.00</b>	<b>\$366,548.00</b>
--- Personal Services-Employee Benefits---				
11-XXX-XXX-220 Social Security Contributions	\$395,507.00	\$21,215.51	\$374,291.49	.00
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$502,293.00	.00	.00	\$502,293.00
11-XXX-XXX-249 Other Retirement Contrb. - Regular	\$43,908.00	\$268.56	\$43,639.44	.00
11-XXX-XXX-260 Workman's Compensation	\$124,906.00	.00	\$116,922.00	\$7,984.00
11-XXX-XXX-270 Health Benefits	\$6,101,416.00	\$529,305.88	\$5,552,578.65	\$19,531.47
11-XXX-XXX-280 Tuition Reimbursement	\$82,400.00	\$379.00	\$8,433.00	\$73,588.00
11-XXX-XXX-290 Other Employee Benefits	\$121,750.00	.00	\$270.00	\$121,480.00
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$42,000.00	.00	.00	\$42,000.00
<b>TOTAL</b>	<b>\$7,414,180.00</b>	<b>\$551,168.95</b>	<b>\$6,096,134.58</b>	<b>\$766,876.47</b>
 Total Undistributed Expenditures	 \$22,126,774.37	 \$927,370.48	 \$12,879,940.28	 \$8,319,463.61
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$39,112,876.37	\$987,803.72	\$13,239,524.61	\$24,885,548.04
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$39,112,876.37	\$987,803.72	\$13,239,524.61	\$24,885,548.04

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
*** CAPITAL OUTLAY ***				
--- EQUIPMENT ---				
12-000-261-730 Undist. Exp.-Req. Maint. Schl Facilities	\$50,516.30	.00	\$43,850.00	\$6,666.30
12-000-263-730 Undist. Exp.-Care and Upkeep of Grnds	\$59,483.70	.00	.00	\$59,483.70
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Undist. Exp. - Non-instructional Services				
TOTAL	\$110,000.00	\$0.00	\$43,850.00	\$66,150.00
--- Facilities acquisition and construction services ---				
12-000-400-896 Assmt for Debt Service on SDA Funding	\$30,028.00	.00	\$30,028.00	.00
12-000-400-932 Capital Outlay tfr to Captl. Projects	\$110,000.00	.00	.00	\$110,000.00
Sub Total	\$140,028.00	\$0.00	\$30,028.00	\$110,000.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL	\$140,028.00	\$0.00	\$30,028.00	\$110,000.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL CAPITAL OUTLAY EXPENDITURES	\$250,028.00	\$0.00	\$73,878.00	\$176,150.00

Waldwick Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2024

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL GENERAL FUND EXPENDITURES	\$39,362,904.37	\$987,803.72	\$13,313,402.61	\$25,061,698.04

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
General Fund - Fund 10

For 1 Month Period Ending 07/31/2024

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify 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:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date



Accounts that are not included in Details of the REPORT OF THE SECRETARY

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBERANCES	AVAILABLE BALANCE
11-999-999-999- - -	SUMMER PAY ADJ ACCT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-999-999-999-99-99-	P/R KICK OUT-TUIT RE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
-----					

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/24

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$217,947.16
	Accounts receivable:		
141	Intergovernmental - State	(\$146,655.00)	
142	Intergovernmental - Federal	\$1,317,407.00	
			\$1,170,752.00

--- R E S O U R C E S ---

301	Estimated Revenues	\$1,075,311.70	
302	Less Revenues	(\$21,730.00)	
			\$1,053,581.70

	Total assets and resources		\$2,442,280.86
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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/24

=====

LIABILITIES AND FUND EQUITY

=====

--- L I A B I L I T I E S ---

411	Intergovernmental accounts payable - State	\$0.63
412	Intergovernmental accounts payable - Federal	\$50,816.76
421	Accounts Payable	\$76,471.48
481	Deferred revenues	\$1,273,674.87
TOTAL LIABILITIES		\$1,400,963.74

F U N D   B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$348,986.00
601	Appropriations	\$1,075,311.70
602	Less: Expenditures	\$33,994.58
603	Encumbrances	\$348,986.00
		(\$382,980.58)
		\$692,331.12
TOTAL FUND BALANCE		\$1,041,317.12
TOTAL LIABILITIES AND FUND EQUITY		\$2,442,280.86

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Special Revenue Fund - Fund 20  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/24

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
<b>*** REVENUES/SOURCES OF FUNDS ***</b>				
3XXX From State Sources	\$287,361.00	\$21,730.00		\$265,631.00
4XXX From Federal Sources	\$787,950.70	.00		\$787,950.70
<b>TOTAL REVENUE/SOURCES OF FUNDS</b>	<b>\$1,075,311.70</b>	<b>\$21,730.00</b>		<b>\$1,053,581.70</b>
<b>*** EXPENDITURES ***</b>				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
<b>STATE PROJECTS:</b>				
Nonpublic textbooks (501)	\$11,097.00	.00	.00	\$11,097.00
Nonpublic auxiliary services (502)	\$117,597.00	.00	.00	\$117,597.00
Nonpublic handicapped services (506)	\$69,309.00	.00	.00	\$69,309.00
Nonpublic nursing services (509)	\$30,550.00	.00	.00	\$30,550.00
Nonpublic Technology Aid (510)	\$10,633.00	.00	.00	\$10,633.00
Nonpublic School Programs (511)	\$48,175.00	.00	.00	\$48,175.00
<b>TOTAL STATE PROJECTS</b>	<b>\$287,361.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$287,361.00</b>
<b>FEDERAL PROJECTS:</b>				
ESSA Title I - Part A/D (231-239)	\$89,239.84	.00	.00	\$89,239.84
ESSA Title III - English Lang Enhancement (241-245)	\$18,328.50	.00	.00	\$18,328.50
I.D.E.A. Part B (Handicapped) (250-259)	\$500,953.55	.00	\$347,766.00	\$153,187.55
ESSA Title II - Part A/D (270-279)	\$29,903.23	.00	\$1,220.00	\$28,683.23
ESSA Title IV (280-289)	\$9,000.00	.00	.00	\$9,000.00
ARP - ESSER Accelerated Learning Coaching (488)	\$106,531.00	.00	.00	\$106,531.00
ARP - ESSER Evidence-Based Comprehensive (490)	\$33,994.58	\$33,994.58	.00	.00
<b>TOTAL FEDERAL PROJECTS</b>	<b>\$787,950.70</b>	<b>\$33,994.58</b>	<b>\$348,986.00</b>	<b>\$404,970.12</b>
<b>*** TOTAL EXPENDITURES ***</b>	<b>\$1,075,311.70</b>	<b>\$33,994.58</b>	<b>\$348,986.00</b>	<b>\$692,331.12</b>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
SPECIAL REVENUE - FUND 20  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 1 Month Period Ending 07/31/24

	ESTIMATED	ACTUAL	UNREALIZED
	<u>                    </u>	<u>                    </u>	<u>                    </u>
--- STATE SOURCES ---			
32XX      Other Restricted Entitlements	\$287,361.00	\$21,730.00	\$265,631.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Revenue from State Sources	\$287,361.00	\$21,730.00	\$265,631.00
	=====	=====	=====
--- FEDERAL SOURCES ---			
4411-16    Title I	\$89,239.84	.00	\$89,239.84
4451-55    Title II	\$29,903.23	.00	\$29,903.23
4491-94    Title III	\$18,328.50	.00	\$18,328.50
4471-74    Title IV	\$9,000.00	.00	\$9,000.00
4420-29    I.D.E.A. Part B (Handicapped)	\$500,953.55	.00	\$500,953.55
4540      ARP-ESSER Grant Program	\$140,525.58	.00	\$140,525.58
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Revenues from Federal Sources	\$787,950.70	\$0.00	\$787,950.70
	=====	=====	=====
TOTAL REVENUES/SOURCES OF FUNDS	\$1,075,311.70	\$21,730.00	\$1,053,581.70
	=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Special Revenue Fund - Fund 20  
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/24

	Appropriations	Expenditures	Encumbrances	Available Balance
Local Projects:				
State Projects:				
-- Other State Programs --				
20-501-XXX-XXX to 20-511-XXX-XXX Nonpublic Programs	\$287,361.00	.00	.00	\$287,361.00
-- TOTAL Other State Programs --	\$287,361.00	\$0.00	\$0.00	\$287,361.00
 TOTAL STATE PROJECTS	 \$287,361.00	 \$0.00	 \$0.00	 \$287,361.00
 Federal Projects:				
--- CARES Act Educational Stabilization Fund ---				
--- Bridging the Digital Divide Program				
--- Coronavirus Relief Grant Program ---				
--- Other Federal Programs ---				
20-231 to 20-239-XXX-XXX ESSA Title I - Part A/D	\$89,239.84	.00	.00	\$89,239.84
20-241 to 20-245-XXX-XXX ESSA Title III - Part A/D	\$18,328.50	.00	.00	\$18,328.50
20-25X-XXX-XXX I.D.E.A. Part B	\$500,953.55	.00	\$347,766.00	\$153,187.55
20-27X-XXX-XXX ESSA Title II - Part A/D	\$29,903.23	.00	\$1,220.00	\$28,683.23
20-28X-XXX-XXX ESSA Title IV	\$9,000.00	.00	.00	\$9,000.00
20-488-XXX-XXX ARP-ESSER Accelerated Learning Coaching	\$106,531.00	.00	.00	\$106,531.00
20-490-XXX-XXX ARP-ESSER Evidence-Based Comprehensive	\$33,994.58	\$33,994.58	.00	.00
TOTAL Other Federal Programs	\$787,950.70	\$33,994.58	\$348,986.00	\$404,970.12
 TOTAL FEDERAL PROJECTS	 \$787,950.70	 \$33,994.58	 \$348,986.00	 \$404,970.12
 20-XXX-XXX-XXX All Other State/Fed/Loc Projects	 \$0.00	 \$0.00	 \$0.00	 \$0.00
  TOTAL EXPENDITURES	  \$1,075,311.70	  \$33,994.58	  \$348,986.00	  \$692,331.12

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Special Revenue Fund - Fund 20  
For 1 Month Period Ending 07/31/24

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify 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:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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8/1 11:31am

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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/24

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank	\$4,078,961.18
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--- R E S O U R C E S ---

Total assets and resources

\_\_\_\_\_  
\$4,078,961.18  
=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/24

=====

LIABILITIES AND FUND EQUITY

=====

--- LIABILITIES ---

421	Accounts Payable	\$171,725.30
TOTAL LIABILITIES		\$171,725.30

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year	\$118,200.00
754	Reserve for encumbrances - Prior Year	\$1,005,416.77
601	Appropriations	\$2,083,619.23
602	Less : Expenditures	\$2,300.00
603	Encumbrances	\$1,123,616.77
		(\$1,125,916.77)
		\$957,702.46
	Total Appropriated	\$2,081,319.23

--- Unappropriated ---

770	Fund balance	\$2,904,119.11
303	Budgeted Fund Balance	(\$1,078,202.46)

TOTAL FUND BALANCE	\$3,907,235.88
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TOTAL LIABILITIES AND FUND EQUITY	\$4,078,961.18
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REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Capital Projects Fund - Fund 30  
For 1 Month Period Ending 07/31/24

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify 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:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/24

## ASSETS AND RESOURCES

--- A S S E T S ---

101	Cash in bank	(\$0.25)
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--- R E S O U R C E S ---

301	Estimated Revenues	\$1,583,588.00
302	Less Revenues	(\$1,291,781.00)

**\$291,807.00**

Total assets and resources

\$291,806.75

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/24

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year		\$291,806.75
	Reserved fund balance:		
601	Appropriations	\$1,583,588.00	
602	Less : Expenditures	\$1,291,781.25	
603	Encumbrances	\$291,806.75	
		(\$1,583,588.00)	
	Total Appropriated		\$291,806.75

--- Unappropriated ---

TOTAL FUND BALANCE	\$291,806.75
TOTAL LIABILITIES AND FUND EQUITY	\$291,806.75

=====

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$1,583,588.00	\$1,583,588.00	\$0.00
Revenues	(\$1,583,588.00)	(\$1,291,781.00)	(\$291,807.00)
	\$0.00	\$291,807.00	(\$291,807.00)
--- Change in Maint. / Capital reserve account ---			
Subtotal	\$0.00	\$291,807.00	(\$291,807.00)
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
Budgeted Fund Balance	\$0.00	\$291,807.00	(\$291,807.00)

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Debt Service Fund - Fund 40  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/24

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	_____	_____	_____	_____
*** REVENUES/SOURCES OF FUNDS ***				
--- Local Sources ---				
1210 Local tax levy - Repayment of CDL *Deleted*	\$1,099,494.00	\$896,891.00		\$202,603.00
	_____	_____	_____	_____
Total Local Sources	\$1,099,494.00	\$896,891.00		\$202,603.00
	=====	=====	=====	=====
--- State Sources ---				
3160 Debt service aid Type II	\$484,094.00	\$394,890.00		\$89,204.00
	_____	_____	_____	_____
Total State Sources	\$484,094.00	\$394,890.00		\$89,204.00
	=====	=====	=====	=====
TOTAL REVENUE/SOURCES OF FUNDS	\$1,583,588.00	\$1,291,781.00		\$291,807.00
	=====	=====	=====	=====



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education

Debt Service Fund - Fund 40  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/24

*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
--- Debt Service - Regular ---			
40-701-510-834 Interest on Bonds	\$588,588.00	\$588,588.00	.00
40-701-510-910 Redemption of Principal	\$995,000.00	\$995,000.00	.00
TOTAL	\$1,583,588.00	\$1,583,588.00	\$0.00
	=====	=====	=====
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$1,583,588.00	\$1,583,588.00	\$0.00
	=====	=====	=====
*** TOTAL USES OF FUNDS ***	\$1,583,588.00	\$1,583,588.00	\$0.00
	=====	=====	=====

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Waldwick Board of Education  
Debt Service Fund - Fund 40

For 1 Month Period Ending 07/31/24

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify 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:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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**Report of the Treasurer  
To the Board of Education  
District of Waldwick  
For the Month Ending July, 2024**

Cash Report				
Funds	Beginning Cash Balance	Cash Receipts This Month	Cash Disbursements This Month	Ending Balance
<u>Governmental Funds</u>				
10 General Fund	19,532,512.77	998,988.17	1,214,627.04	19,316,873.90
20 Special Revenue	71,251.74	180,690.00	33,994.58	217,947.16
30 Capital Projects	4,081,261.18	-	2,300.00	4,078,961.18
40 Debt Service	0.00	1,291,781.00	1,291,781.25	(0.25)
Total Gov't. Funds	23,685,025.69	2,471,459.17	2,542,702.87	23,613,781.99
60 Enterprise Fund	108,081.91	513.88	0.00	108,595.79
<u>Other Accounts:</u>				
Payroll	0.00	494,878.43	494,878.43	0.00
Payroll Agency	607.28	201,305.84	201,333.84	579.28
UCI	603,719.04	3,732.32	10,926.66	596,524.70
Total Other Accounts	604,326.32	699,916.59	707,138.93	597,103.98
Grand Total	24,397,433.92	3,171,889.64	3,249,841.80	24,319,481.76

Submitted By:

Superintendent of Schools

8/5/2024

Dated

Treasurer's Report Continued

**Cash Balances**

Valley Operating	19,344,632.03
Valley Capital Projects	4,078,961.18
Total Governmental Funds	<u>23,423,593.21</u>
Valley Cafeteria (Enterprise Fund)	108,595.79
Other Valley Accounts from Page 1	<u>597,103.98</u>
Valley Summer Payment Plan	190,188.78
Grand Total	<u><u>24,319,481.76</u></u>

**WALDWICK BOARD OF EDUCATION  
INVESTMENT REPORT OF  
SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY  
July 31, 2024**

CHECKING ACCOUNT INTEREST: \$100,539.63

TOTAL CHECKING ACCOUNT INTEREST TO DATE: \$100,539.63

# Waldwick Board of Education

## Bills And Claims Report By Vendor Name

#3

va\_bill5.032923  
07/15/2024

for Batch 51 and Check Date is 07/15/2024

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
Posted Checks							
UNITED STATES POSTAL SERVICE/ 6221							
45-0657	11-000-230-530-09-00-/ COMMUNICATIONS / TELEPHO		ACCT#8046251 CF	-JULY'24	COMMUNICATIONS / TELEPHO	35749	600.00
			ACCT#8046251 CF		MISCELLANEOUS PURCHASED	35749	2,500.00
			ACCT#8046251 CF		OTHER PURCHASED SERVICES	35749	500.00
Total for UNITED STATES POSTAL SERVICE/ 6221							\$3,600.00
Total for Posted Checks							\$3,600.00

va\_bill5.032923  
07/15/2024

# Waldwick Board of Education


## Bills And Claims Report By Vendor Name

for Batch 51 and Check Date is 07/15/2024

Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, Run on 07/15/2024 at 01:30:50 PM  
be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.

### Fund Summary

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$3,600.00				\$3,600.00
GRAND	TOTAL	\$3,600.00	\$0.00	\$0.00	\$0.00	\$3,600.00

 Chairman Finance Committee

Member Finance Committee



# Waldwick Board of Education

## Bills And Claims Report By Batch Number

for Batch 78 and Check Date is 07/30/2024

#4

va\_bill7.031924  
07/30/2024

Account # / Description	Inv #	Vendor # / Name	Check Type * Multi Remit To Check Name	Check Description or	Check #	Check Amount
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### Posted Checks

#### Batch #78

#### PO # NAP Check

DB:90-101-	CR:90-101-	6085 / TEACHERS PENSION & ANUITY FUND	CF	CI SHORT. CLANCY 4TH QTR 2018	6119	12.02
DB:90-101-	CR:90-101-	6085 / TEACHERS PENSION & ANUITY FUND	CF	SHORTAGE CLANCY 4TH QTR 2018	6119	225.53
Total for NAP Check						\$237.55
Total for Batch #78						\$237.55
Total for Posted Checks						\$237.55

Waldwick Board of Education  
Bills And Claims Report By Batch Number  
for Batch 78 and Check Date is 07/30/2024

va\_bill7.031924  
07/30/2024

Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, Run on 07/30/2024 at 08:51:26 AM  
be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.

Fund Summary

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
90	90		\$237.55			\$237.55
GRAND	TOTAL	\$0.00	\$237.55	\$0.00	\$0.00	\$237.55

Chairman Finance Committee

Member Finance Committee

Waldwick Board of Education  
Bills And Claims Report By Batch Number  
for Batch 75 and Check Date is from 08/01/2024 to 08/30/2024

#5

va\_bill7.031924  
08/01/2024

Account # / Description	Inv #	Vendor # / Name	Check Type	Check Description or Multi Remit To Check Name	Check #	Check Amount
Posted Checks						
Batch #75						
PO # 45-0559						
11-000-291-270-00-00- HEALTH BENEFITS	2719 / NJSHBP	HP	HEALTH BENEFITS		21411371	494,696.00
Total for Batch #75						\$494,696.00
Total for Posted Checks						\$494,696.00

Waldwick Board of Education  
Bills And Claims Report By Batch Number  
for Batch 75 and Check Date is from 08/01/2024 to 08/30/2024

va\_bill7.031924  
08/01/2024

Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, Run on 08/01/2024 at 02:09:25 PM  
be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.

Fund Summary		Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11					\$494,696.00		\$494,696.00
GRAND	TOTAL			\$0.00	\$0.00	\$494,696.00	\$0.00	\$494,696.00

Chairman Finance Committee

Member Finance Committee

Waldwick Board of Education  
Bills And Claims Report By Vendor Name  
for Batch 52 and Check Date is 07/18/2024

C-1

va\_bill5.032923  
07/18/2024

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Posted Checks</b>							
TREASURER, STATE OF NEW JERSEY/ 6754	45-0712	30-000-400-800-00-88-/ OTHER OBJECTS	LOI PARTIAL	CF	OTHER OBJECTS	1060	1,300.00
			SITE VER				
			FLOOD HAZ.	CF	OTHER OBJECTS	1060	1,000.00
			AREA APPL				
			Total for TREASURER, STATE OF NEW JERSEY/ 6754				
						Total for Posted Checks	\$2,300.00

Waldwick Board of Education  
Bills And Claims Report By Vendor Name  
for Batch 52 and Check Date is 07/18/2024

va\_bill5.032923  
07/18/2024

Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, Run on 07/18/2024 at 10:33:39 AM  
be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.

Fund Summary

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
30	30	\$2,300.00				\$2,300.00
GRAND	TOTAL	\$2,300.00	\$0.00	\$0.00	\$0.00	\$2,300.00

 Chairman Finance Committee  
Member Finance Committee

Waldwick Board of Education  
Expense Account Adjustment Analysis By Adjustment#  
All Cycles

va\_exaa2.111317  
08/01/2024

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
000001	Trf sal to appr acct	11-000-221-102-02-00-050	SAL OF SUPERVISOR OF INS	07/10/2024	DRYWAH	\$65,021.00	(\$65,021.00)	\$0.00
	Trf sal to appr acct	11-000-221-102-03-00-040	SAL OF SUPERVISOR OF INS	07/10/2024	DRYWAH	\$65,021.00	(\$65,021.00)	\$0.00
	Trf sal to appr acct	11-000-221-102-04-00-030	SALARIES OF SUPERVISORS	07/10/2024	DRYWAH	\$24,000.00	(\$24,000.00)	\$0.00
	Trf sal to appr acct	11-000-221-102-11-00-070	SAL OF SUPERVISOR OF INS	07/10/2024	DRYWAH	\$24,000.00	(\$24,000.00)	\$0.00
	Trf sal to appr acct	11-000-240-103-02-00-050	SALARIES OF PRINCIPALS/A	07/10/2024	DRYWAH	\$338,479.00	\$65,021.00	\$403,500.00
	Trf sal to appr acct	11-000-240-103-03-00-040	SALARIES OF PRINCIPALS/A	07/10/2024	DRYWAH	\$232,198.00	\$65,021.00	\$297,219.00
	Trf sal to appr acct	11-000-240-103-04-00-030	SALARIES OF PRINCIPALS/A	07/10/2024	DRYWAH	\$506,796.00	\$24,000.00	\$530,796.00
	Trf sal to appr acct	11-000-240-103-11-00-070	SALARIES OF PRINCIPALS/A	07/10/2024	DRYWAH	\$452,767.00	\$24,000.00	\$476,767.00
			<b>Total for Adjustment #</b>	<b>000001</b>			<b>\$0.00</b>	
000003	Correct salary amounts	11-000-218-104-00-81-	UNDISTRIBUTED	07/16/2024	DRYWAH	\$10,240.00	(\$220.76)	\$10,019.24
	Correct salary amounts	11-000-218-105-02-00-050	SALARIES OF SECRETARIAL	07/16/2024	DRYWAH	\$19,196.00	\$54.88	\$19,250.88
	Correct salary amounts	11-000-218-105-03-00-040	SALARIES OF SECRETARIAL	07/16/2024	DRYWAH	\$19,196.00	\$55.36	\$19,251.36
	Correct salary amounts	11-000-218-105-04-00-030	SALARIES OF SECRETARIAL	07/16/2024	DRYWAH	\$53,366.00	\$54.64	\$53,420.64
	Correct salary amounts	11-000-218-105-11-00-070	SALARIES OF SECRETARIAL	07/16/2024	DRYWAH	\$53,365.00	\$55.88	\$53,420.88
	Correct salary amounts	11-000-219-104-06-81-	SALARIES - CST	07/16/2024	DRYWAH	\$33,062.00	(\$0.48)	\$33,061.52
	Correct salary amounts	11-000-219-105-02-00-050	SALARIES-CST SECRETARIAL	07/16/2024	DRYWAH	\$37,825.00	\$0.20	\$37,825.20
	Correct salary amounts	11-000-219-105-04-00-030	SALARIES-CST SECRETARIAL	07/16/2024	DRYWAH	\$27,509.00	\$0.28	\$27,509.28
	Correct salary amounts	11-000-222-177-18-00-030	SALARIES	07/16/2024	DRYWAH	\$36,742.00	\$587.84	\$37,329.84
	Correct salary amounts	11-000-222-177-18-00-070	SALARIES	07/16/2024	DRYWAH	\$36,742.00	\$588.08	\$37,330.08
	Correct salary amounts	11-000-240-105-00-81-	SALARIES OF SECRETARIAL	07/16/2024	DRYWAH	\$7,908.00	(\$1,175.92)	\$6,732.08
			<b>Total for Adjustment #</b>	<b>000003</b>			<b>\$0.00</b>	
000006	Correct salaries	11-000-230-100-09-00-	PERSONNEL SERVICES-SALAR	07/16/2024	DRYWAH	\$375,002.00	\$1,012.72	\$376,014.72
	Correct salaries	11-000-240-105-00-00-070	SALARIES OF SECRETARIAL	07/16/2024	DRYWAH	\$100,024.00	\$0.32	\$100,024.32
	Correct salaries	11-000-240-105-00-81-	SALARIES OF SECRETARIAL	07/16/2024	DRYWAH	\$6,732.08	(\$1,278.80)	\$5,453.28
	Correct salaries	11-000-251-100-10-00-	PERSONNEL SERVICES-SALAR	07/16/2024	DRYWAH	\$466,636.00	\$265.76	\$466,901.76
			<b>Total for Adjustment #</b>	<b>000006</b>			<b>\$0.00</b>	
000007	Frontline education increase	11-000-230-340-18-00-	PURCHASED TECHNICAL SERV	07/16/2024	DRYWAH	\$14,000.00	\$749.60	\$14,749.60
	Frontline education increase	11-000-230-610-09-00-	GENERAL SUPPLIES	07/16/2024	DRYWAH	\$7,000.00	(\$749.60)	\$6,250.40
			<b>Total for Adjustment #</b>	<b>000007</b>			<b>\$0.00</b>	
000009	\$ for NJ DEP	30-000-400-334-00-88-	ARCH - HS FIELDS	07/17/2024	DRYWAH	\$400,000.00	(\$2,300.00)	\$397,700.00
	\$ for NJ DEP	30-000-400-800-00-88-	OTHER OBJECTS	07/17/2024	DRYWAH	\$0.00	\$2,300.00	\$2,300.00
			<b>Total for Adjustment #</b>	<b>000009</b>			<b>\$0.00</b>	
000012	Cover dues	11-402-100-600-04-13-030	SUPPLIES AND MATERIALS	07/18/2024	DRYWAH	\$50,000.00	(\$300.00)	\$49,700.00
	Cover dues	11-402-100-800-04-13-030	OTHER OBJECTS/DUES	07/18/2024	DRYWAH	\$8,250.00	\$300.00	\$8,550.00
			<b>Total for Adjustment #</b>	<b>000012</b>			<b>\$0.00</b>	
000013	Fund HS Sp Ed	11-000-100-565-06-00-	TUITION TO COUNTY SPECIA	07/18/2024	DRYWAH	\$850,000.00	(\$4,200.00)	\$845,800.00
	Fund HS Sp Ed	11-204-100-610-04-18-030	GENERAL SUPPLIES	07/18/2024	DRYWAH	\$0.00	\$3,000.00	\$3,000.00



# Waldwick Board of Education

## Expense Account Adjustment Analysis By Adjustment#

All Cycles

va\_exaa2.111317  
08/01/2024

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
000013	Fund HS Sp Ed	11-213-100-610-04-18-030	GENERAL SUPPLIES	07/18/2024	DRYWAH	\$0.00	\$1,200.00	\$1,200.00
				Total for Adjustment # 000013			\$0.00	
000018	Elevator inspections	11-000-261-420-31-00-	CLEANING, REPAIR AND MAI	07/18/2024	DRYWAH	\$220,000.00	(\$1,180.00)	\$218,820.00
	Elevator inspections	11-000-261-890-31-00-	OTHER OBJECTS	07/18/2024	DRYWAH	\$0.00	\$1,180.00	\$1,180.00
				Total for Adjustment # 000018			\$0.00	
000020	CD cover sum	11-422-100-101-06-81-	SUM SCH TEACHERS SAL	07/30/2024	DRYWAH	\$41,064.00	(\$6,000.00)	\$35,064.00
	CD cover sum	11-422-100-103-00-00-	SALARIES	07/30/2024	DRYWAH	\$0.00	\$6,000.00	\$6,000.00
				Total for Adjustment # 000020			\$0.00	
000021	Pickup truck purchase	12-000-261-730-00-00-	UNDIST.EXPEND.- OPERATIO	07/31/2024	DRYWAH	\$110,000.00	(\$59,483.70)	\$50,516.30
	Pickup truck purchase	12-000-263-732-31-00-	GOODS EQUIPMENT	07/31/2024	DRYWAH	\$0.00	\$59,483.70	\$59,483.70
				Total for Adjustment # 000021			\$0.00	
000022	Licenses	11-000-218-390-18-16-	OTHER PURCHASED PROFESSI	07/31/2024	DRYWAH	\$39,000.00	(\$8,713.56)	\$30,286.44
	Licenses	11-000-252-500-18-00-	OTHER PURCHASED SERVICES	07/31/2024	DRYWAH	\$125,000.00	\$8,713.56	\$133,713.56
				Total for Adjustment # 000022			\$0.00	
000023	Cover 2 students VO Tech	11-000-100-564-06-00-	TUITION TO COUNTY VOCATI	07/31/2024	DRYWAH	\$0.00	\$77,058.00	\$77,058.00
	Cover 2 students VO Tech	11-000-100-565-06-00-	TUITION TO COUNTY SPECIA	07/31/2024	DRYWAH	\$845,800.00	(\$77,058.00)	\$768,742.00
				Total for Adjustment # 000023			\$0.00	
000024	To cover salaries	11-000-240-103-02-00-050	SALARIES OF PRINCIPALS/A	07/31/2024	DRYWAH	\$403,500.00	(\$2,099.04)	\$401,400.96
	To cover salaries	11-000-240-103-03-00-040	SALARIES OF PRINCIPALS/A	07/31/2024	DRYWAH	\$297,219.00	(\$2,099.40)	\$295,119.60
	To cover salaries	11-000-240-103-04-00-030	SALARIES OF PRINCIPALS/A	07/31/2024	DRYWAH	\$530,796.00	(\$7,923.84)	\$522,872.16
	To cover salaries	11-000-240-103-11-00-070	SALARIES OF PRINCIPALS/A	07/31/2024	DRYWAH	\$476,767.00	\$21,724.28	\$498,491.28
	To cover salaries	11-140-100-101-04-83-030	DEGREE CHANGES	07/31/2024	DRYWAH	\$19,000.00	(\$9,602.00)	\$9,398.00
				Total for Adjustment # 000024			\$0.00	
Total Current Appropriation Adjustments							\$0.00	



PERSONNEL  
RESOLUTIONS

BACK-UP

AUGUST 19, 2024  
REGULAR MEETING

2024-2025

**CERTIFICATED INSTRUCTIONAL AND EDUCATIONAL SERVICES STAFF  
SALARY AUTHORIZTION**

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>DEGREE</u>	<u>STEP</u>	<u>SALARY</u>	<u>LONGEVITY</u>
ABASHKIN	CINDY	MA + 45	16	\$105,145	
ADRAGNA	PAMELA	MA	16	\$96,645	\$1,750
ALFARO-MEZA	JENNY	BA + 15	10	\$71,915	
ALJOVIC	ALBINA	MA + 15	16	\$99,145	
ANDRE	JESSICA	MA	7	\$71,315	
AREVALO	MARGARET	MA + 30	16	\$102,645	\$1,750
BARRIOS-RODRIGUEZ	YISELL	MA + 15	14	\$92,015	
BASILE	DANIEL	BA	8	\$64,115	
BASILICATO	JEFFREY	MA	14	\$89,515	\$750
BECKERLE	JILLIAN	MA	4	\$69,515	
BEDNAR-THUMM	ANDREA	MA + 45	16	\$105,145	\$1,750
BEDNARZ	SAMANTHA	BA	8	\$64,115	
BICI	HALIME	MA + 15	14	\$92,015	
BISWURM	AMY	BA + 30	12	\$80,815	
BLATT	DAN	BA	16	\$88,145	
BOVERY	JACQUELINE	MA	11	\$80,315	
BOYD	JENNY	MA	12	\$83,315	
BURMASTER	CYNTHIA	MA + 45	4	\$78,015	
CAREY	DENISE	BA + 30	16	\$94,145	\$2,000
CARLSON	SARA	MA + 15	16	\$99,145	\$1,750
CARROLL	ELIZABETH	BA + 30	16	\$94,145	\$1,750
CASATELLI	JENNA	MA	4	\$69,515	
CASSIDY	TARA J.	MA + 30	16	\$102,645	\$1,750
CHURUTI	KARLEY	BA	8	\$64,115	
CIESZKO	BRIANA	MA	6	\$70,215	
CLAPP	THERESA	MA	15	\$92,665	
CLARK	FRANK	MA + 15	16	\$99,145	\$750
COHEN	BRIANNA	MA + 15	9	\$77,215	
COLAIANNI	SARAH	MA	11	\$80,315	
COMPTON	NANCY	BA + 15	16	\$91,145	\$2,000
COSGROVE	SEAN	MA + 30	10	\$83,415	
COX	ALISON	MA + 15	16	\$99,145	\$1,750
D'AMICO	MARY	MA	14	\$89,515	
D'AURIA	SAMANTHA	MA + 45	11	\$88,815	
DELORENZO	KERRI	MA + 15	11	\$82,815	
DEL PIANO	HEATHER	MA + 15	12	\$85,815	
DE LUCA	LOREN	BA	10	\$68,915	
DELVECCHIO	KIMBERLY	MA + 15	12	\$85,815	
DENIKE	BROOKE	BA + 15	8	\$67,115	
DITTAMO	MICHAEL	MA + 30	16	\$102,645	\$750
DIVNEY	DAMIAN	MA + 45	16	\$105,145	\$1,750
DMITRIEFF	KRIS ANN	BA	12	\$74,815	

DODD	JEFFREY	MA + 15	12	\$85,815	
DOJER	SARAH	MA	13	\$86,415	\$750
DUNN	JENNIFER	BA	6	\$61,715	
ECCLESTON	YOLANDA	MA + 45	16	\$105,145	\$1,750
EDREOS	JENNIFER	MA + 15	11	\$82,815	
ERNEST	CAITLIN	BA	4	\$61,015	
FORSTE	JAIME	MA + 45	16	\$105,145	\$1,750
FORTINI	KRISTINA	MA + 45	13	\$94,915	
FREEMAN	DANIEL	MA + 15	12	\$85,815	
FREIDMAN	ADRIANE	MA	9	\$74,715	
FURANDO	CHRISTINE	MA	16	\$96,645	\$2,000
GALLAGHER	CAITLIN	MA + 45	12	\$91,815	
GALLI	JENNA	BA	5	\$61,315	
GAMPER	THERESE	MA + 45	16	\$105,145	\$2,000
GASTMAN	PENNY	MA + 45	16	\$105,145	\$2,000
GIACALONE	JACQUELINE	MA	4	\$69,515	
GILMAN-ROSENBERG	PATRICIA	MA + 45	16	\$105,145	\$1,750
GORDON	JESSICA	MA + 45	12	\$91,815	
GRAY	LOIS	MA	15	\$92,665	
GREEN	AMANDA	BA + 15	7	\$65,815	
GUERRA	JANICE	MA	14	\$89,515	\$750
GUTIERREZ	DANIELLE	MA	11	\$80,315	
GUY	RENEE	BA	9	\$66,215	
HAGEN	MICHAEL	MA + 30	16	\$102,645	\$750
HAUSCH	ERICA	MA	8	\$72,615	
HELLER	KIMBERLY	MA	16	\$96,645	\$1,750
HERNANDEZ	SOFIA	MA + 30	7	\$77,315	
HIDALGO	ERIN	MA + 15	12	\$85,815	
HOFFMAN	JENNIFER	MA + 45	16	\$105,145	\$750
HUSED	ANDREA	MA + 45	16	\$105,145	\$2,000
IMMITT	RANDALL	BA	16	\$88,145	\$1,750
KABOBIAN	MAGGIE	MA	13	\$86,415	
KANE	LISA	MA + 30	16	\$102,645	\$1,750
KELLAR	ALLISON	MA + 15	13	\$88,915	
KELLY	JOSEPH	MA + 30	16	\$102,645	\$2,000
KELLY (.9)	MICHELE	MA	12	\$74,984	
KISH	DANIELLE	MA	16	\$96,645	\$750
KIVITT	MICHAEL	MA	14	\$89,515	
KIVLEHAN	STEFANEE	BA	7	\$62,815	
KLEINBERG	ALEXA	MA	8	\$72,615	
KORPICS	SUZANNE	MA + 45	16	\$105,145	\$2,000
KRYSA	KATHERINE	MA + 30	16	\$102,645	\$750
LACCITIELLO	FRANK	BA + 15	16	\$91,145	\$1,750
LAFFERY	DONALD	MA	16	\$96,645	
LARSON	PEGGY	MA	16	\$96,645	\$2,000
LEFT	PETER	BA	14	\$81,015	\$750
LEIGH (.2)	DONIELLE	MA	13	\$17,283	
LOFARO	CRISTINA	MA + 45	16	\$105,145	\$1,750

LOVERDE	LAUREN	BA + 15	9	\$69,215	
MAGNER	NICOLE	MA + 30	10	\$83,415	
MAGNUSON	SHERYL	MA + 45	14	\$98,015	\$750
MAH-JI	JOELLE	MA	7	\$71,315	
MANNING	JOHN	MA	16	\$96,645	\$1,750
MARSICOVETE (8)	JEAN	BA	8	\$51,292	
MARZULLO	LOUIS	MA	16	\$96,645	\$1,750
MAUL	LARA	MA + 45	15	\$101,165	
MC CANN	CHRISTINA	MA + 45	14	\$98,015	
MCINTYRE	MARGARET	MA	13	\$86,415	\$750
MELTZER	NEAL	MA	13	\$86,415	\$750
MIRANDI	ALISON	MA + 45	13	\$94,915	
MOORE	MELANIE	MA	7	\$71,315	
MORDKOVICH	ELLA	MA + 45	16	\$105,145	\$1,750
MORGAN	ERICA	MA	15	\$92,665	\$750
MORTON	BRIELLE	BA	9	\$66,215	
MULLER	MARGARET	MA + 45	16	\$105,145	\$2,000
MULLIKEN	HAYLEY	BA	5	\$61,315	
MURGIA	JOHN	MA + 45	16	\$105,145	\$2,000
MYLES	STAN	MA + 45	16	\$105,145	\$1,750
NATHANSON	MEGHAN	MA + 15	10	\$79,915	
NELSON	DANIELLE	MA	8	\$72,615	
NOBLE	LINDSAY	BA	12	\$74,815	
NOSCHESSE	JONATHAN	MA + 45	16	\$105,145	\$2,000
O'BRIEN	JACQUELYN	MA	6	\$70,215	
O'BRIEN	MICHELLE	BA	15	\$84,165	
OH	GRACE	MA + 15	16	\$99,145	
O'HAGAN	PATRICK	MA + 45	16	\$105,145	\$2,000
OPDERBECK	TED	MA + 45	16	\$105,145	\$2,000
ORLAK	DAYNA	MA + 45	16	\$105,145	\$1,750
OSTERLOF	JEANINE	MA	16	\$96,645	\$750
PANYKO	DANIA	MA + 30	16	\$102,645	
PARSONS	AMANDA	MA + 45	15	\$101,165	
PASTORE	CARLA	MA + 45	13	\$94,915	\$750
PETROSI	JOSEPH	MA	14	\$89,515	
POLIDORO	KATHRYN	MA	14	\$89,515	
PRAGER	ELIZABETH	BA + 15	6	\$64,715	
PRESINZANO	NICOLE	MA + 30	14	\$95,515	
QUINN	KATHLEEN	MA + 45	16	\$105,145	\$2,000
RALSTON	LAUREN	MA + 45	16	\$105,145	\$1,750
RAMICCIO	DANIELLE	BA + 15	4	\$64,015	
RAMICCIO	RYAN	MA + 45	16	\$104,359	\$1,750
REITHMAYR	JAMES	MA + 30	16	\$102,645	\$1,750
RIFI	KIMBERLY	MA + 45	16	\$105,145	\$750
ROYSTON	MELISSA	MA + 45	16	\$105,145	\$1,750
RUNZ	KAELI	MA	3	\$69,240	
SABO	ALLISON	MA + 45	11	\$88,815	
SCHECK	STEPHANIE	MA	10	\$77,415	

SCHNEIDER	HAYLEY	MA	12	\$83,315	
SCHNEIDER	LAURA	MA	9	\$74,715	
SERABIAN	TAMMY	MA	6	\$70,215	
SERWIN	ELIZABETH M.	MA + 15	16	\$99,145	\$1,750
SHERIDAN	CHRISTOPHER	MA + 30	16	\$102,645	\$750
SISCO	NIKKI	BA	5	\$61,315	
SMITH	MATTHEW	MA	10	\$77,415	
SODER	SHARON	MA	16	\$96,645	\$2,000
STAMBUK	ADRIANA	BA + 15	16	\$91,145	\$1,750
STOKES	SONJA	MA	16	\$96,645	\$1,750
STOLZ	BETH	MA	16	\$96,645	\$750
STRAUSS	KRISTEN	MA	10	\$77,415	
SUSSMAN	CHRISTINA	MA	10	\$77,415	
SUTTER	KATHRYN	MA + 45	11	\$88,815	
TAVAREZ	CHRISTINE	MA	7	\$71,315	
TEDESCHI	NICOLE	BA	7	\$62,815	
TURNBULL	KELLY	BA	7	\$62,815	
VACCHIANO	JOSEPHINE	BA	8	\$64,115	
VAN ATTER	MARYELLEN	MA + 45	2	\$77,490	
VAN DOLAN	SHANNON	MA	13	\$86,415	
VANNI	KELLY	MA + 45	12	\$91,815	
VARCADIPANE	LAURA	BA + 15	16	\$91,145	
VESPER	MELISSA	BA + 15	12	\$77,815	
VROEGINDEWEY	LINDA	MA + 45	16	\$105,145	\$2,000
WALECK	BRENDA	BA + 15	16	\$91,145	
WEBER	HOLLY	MA	14	\$89,515	\$750
WIZEMANN	ERIC	MA	16	\$96,645	\$1,750
WOHLBERG	JESSIE	MA + 15	14	\$92,015	
YOUSMANS-PALAI	JESSICA	MA + 15	10	\$79,915	

# WALDWICK BOARD OF EDUCATION

## RECLASSIFICATION

### 2024-2025

NAME	FROM	STEP	2024-25 SALARY	TO	STEP	2024-25 SALARY	LONGEVITY
Heather Del Piano	MA + 15	12	\$85,815	MA + 30	12	\$89,315	
Amanda Green	BA + 15	7	\$65,815	MA	7	\$71,315	
Erin Hidalgo	MA + 15	12	\$85,815	MA + 30	12	\$89,315	
Allison Kellar	MA + 15	13	\$88,915	MA + 30	13	\$92,415	
Michele Kelly (.9)	MA	12	\$74,984	MA + 15	12	\$77,233.50	
Nicole Magner	MA + 30	10	\$83,415	MA + 45	10	\$85,915	
Danielle Ramiccio	BA +15	4	\$64,015	MA	4	\$69,515	

**WALDWICK BOARD OF EDUCATION**  
**CERTIFICATED SUBSTITUTES**  
**2024-2025**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SUB TYPE</b>
Campbell	Loretta	Teacher
Delanni	Doreen	Teacher
DeLorenzo	Olivia	Teacher
Fennell	Thomas	Teacher
Fucarino	Andrew	Teacher
Fullam	Aretoula	Teacher
Giacomelli	Rosemary	Teacher
Green	Tracy	Teacher
Jennings	Carol	Teacher
Klouda	Jamie	Teacher
Leigh	Donielle	Teacher
Papapietro	Michael	Teacher
Quinn	Jacqueline	Teacher
Ramirez	Sam	Teacher
Ritondale	Suzanne	Teacher
Rivera	Justin	Teacher
Schultz	Thomas	Teacher
Smith	Dennis	Teacher
Stahl	Louise	Teacher
Surless	Roxanne	Teacher
Topping	Patricia	Teacher

**WALDWICK BOARD OF EDUCATION**  
**NON-CERTIFICATED SUBSTITUTES**  
**2024-2025**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SUB TYPE</b>
Adragna	Nicolas	Aide
Alfieri	Lisa	Aide
Biswurm	Carolyn	Aide
DeCicco	Janine	Secretary
DeLorenzo	Olivia	Aide
Duffus	Reid	Aide
Fugazy	Gloria	Lunch Aide
Greco	Serena	Aide
Haush	Alyssa	Aide
Jennings	Carol	Aide
McCauley	Patricia	Secretary
Mulligan	Christine	Aide
Oh	Ella	Aide
Ottavio	Debra	Aide/Secretary
Ritondale	Suzanne	Aide/Secretary
Schulhafer	Mary	Aide
Szabo	Jamie	Aide
Waleck	Grace	Aide
Weldon	Abby	Aide
Winters	Sharon	Secretary