

WYCKOFF DEPARTMENT OF PARKS AND RECREATION BOARD
REGULAR MEETING
April 18, 2016

Doug Arone opened the Recreation Board Meeting at 7:30 p.m. in the Courtroom of Town Hall at 340 Franklin Avenue with the reading of the Open Public Meetings Act. "This Regular meeting of the Wyckoff Department of Parks and Recreation Board is now in session. In accordance with the Open Public Meetings Act, notice of this meeting has been posted on the bulletin board in the Memorial Town Hall and the Recreation Office; a copy has been filed with the Township Clerk, *The Ridgewood News*, *The Record*, and *The North Jersey Herald and News*, all papers with general circulation throughout the Township of Wyckoff." At least 48 hours prior to this meeting the agenda was similarly posted, filed and mailed to said newspapers.

Members Present: Tom Valente, Moe Ismael, Doug Arone, Chris Beane, Jeff Eischen, Rich Sica, Ed Pettit

Members Absent: Heather Alnor, Sue Buchanan, Rob Lahue, Hayley Rooney

Staff Present: Recreation Director Andy Wingfield, Township Committee Liaison to Recreation Board Brian Scanlan

Guests Present: None

The minutes of the March 14, 2016 meeting were discussed. A motion to approve the minutes of that meeting was made by Chris Beane and seconded by Moe Ismael. The motion was carried.

Recreation Director's Report:

Code of Conduct Committee Procedure Revision:

The Director presented a written procedure to the Board regarding the Code of Conduct Committee. The procedure outlines the Committee's responsibilities more clearly so that future issues are handled in a way that is fair to all parties. The procedure is inserted below.

Upon receipt of a written or verbal complaint received by the Director of Recreation and Parks and memorialized, the Code of Conduct Committee, which shall consist of three (3) members of the Parks & Recreation Board and the Township Committee Liaison to the Recreation Board or another member of the Township Committee if the Liaison is not available, shall, as a committee, meet with all appropriate parties involved in the complaint. At a minimum, the committee will meet with the complainant and then meet with the person who is the subject of the complaint. Additionally, the Committee may meet with anyone else that they believe may be helpful to speak with regarding the complaint to gather necessary information.

Upon the conclusion of such meetings, the Committee will carefully consider the information and deliberate over the complaint and the facts they have discovered and render a decision regarding the complaint. Whether the subject of the complaint is a coach or a parent, such decisions may include, but are not limited to: no action taken, short or long-term suspension from practices and/or games, or immediate dismissal from coaching or participating in the Wyckoff Recreation and Parks programs, depending on the severity of the alleged infraction. These decisions will be reviewed with the Board of Recreation and Parks at a previously scheduled meeting or, if necessary, at an emergency meeting scheduled by the Recreation Director, prior to the decision being communicated to the involved parties.

Once the decision has been reviewed and endorsed by the Board of Parks & Recreation, a member of the Committee will communicate the decision to the complainant and the person who is the subject of the complaint. If either the complainant or the subject of the complaint cannot meet, the decision may be provided over the phone. However, a memo must be provided and filed which memorializes the conversation.

The attached Wyckoff Recreation Code of Conduct, which each coach and parent has read and signed, describes acceptable and expected behavior. Any complaint of unacceptable conduct shall be reviewed against these criteria.

Additionally, the Director has modified the Township's Zero Tolerance Policy for Harassment and made it clearly applicable to coaches, parents, participants, and spectators. The Code of Conduct has been strengthened to include both coaches and parents and clearly prohibits harassment, intimidation, and bullying by coaches and parents. The new Zero Tolerance Policy is inserted here:

It is the Township of Wyckoff's policy to prohibit harassment, intimidation, and bullying of a participant, parent, spectator, or coach by another participant, parent, spectator, or coach on the basis of actual or perceived ability level, sex, race, creed, color, religion, national origin, ancestry, age, marital or political status, affectional or sexual orientation, domestic partnership status, atypical heredity, cellular or blood trait, genetic information, disability, liability for service in the United States armed forces, and/or any other characteristic protected by law. While it is not easy to define precisely what harassment, intimidation and bullying are, they include slurs, epithets, threats, derogatory comments, unwelcome jokes, teasing, caricatures or representations of persons using electronically or physically altered photos, drawings, or images and other similar verbal, written, printed, or physical conduct.

If a participant, parent, spectator, or coach is witness to or believes to have experienced harassment, intimidation, or bullying, the participant, spectator, coach, or witness shall immediately notify the parent, coach, and the Parks & Recreation Director of the observed harassment. Notification of appropriate personnel such as the coach, the parent, and the Parks & Recreation Director, is essential to the success of the implementation of this policy. The Township of Wyckoff's Board of Parks & Recreation cannot resolve a harassment, intimidation, or bullying problem unless it is notified about it. Therefore, it is the responsibility of all participants, parents, spectators, and coaches to bring those kinds of problems to the attention of the appropriate officials so that actions are taken to correct them.

Violation of this policy shall subject participants, parents, spectators, and coaches to disciplinary action, up to and including immediate removal from the program.

Any questions, please contact the Recreation Director at (201)891-3350 or wyckoffrec@wyckoff-nj.com.

Travel Basketball Playing Time Discussion:

Based on past and recent discussions revolving around playing time in Travel Basketball, the Board discussed the possibility of instituting mandatory playing time at the younger levels for those players that follow the mandatory attendance policy, respect their coaches and teammates,

and work hard in practice and games to improve throughout the season. It was noted that most, if not all, local AAU organizations offer travel level basketball teams and play the participants equally throughout the game. It was also noted that many of the travel teams across the area do not play children equally and routinely sit some players for entire games. After the discussion, it was agreed that in 2017, the Board would institute a mandatory playing time requirement at the 3rd, 4th, and 5th grade levels of our travel basketball program. In 3rd & 4th grade, provided there are 10 players on each team, each player would play half the game during the regular season and a minimum of one quarter during the playoffs. If teams have more than 10, the coaches would be required to play the children as evenly as possible across the game. In 5th grade, each player will be required to play a minimum of 1 full quarter in each game of the regular season and a minimum of a half of one quarter during the playoffs. Upon reaching 6th grade, coaches will be asked to continue to develop every player but that playing time would be earned based on the above criteria and ability level and would be up to the coaching staff. The Board agreed to implement this policy with the start of the 2017 travel basketball season and to review the new policy upon the completion of next year's season.

Recreation Program Practice Requirement Discussion:

The Director advised the Board that several of our volunteer coaches in a variety of sports are becoming frustrated with the lack of attendance at recreation practices. The Director asked the Board to clarify our attendance rules and to modify them, if necessary. The Board agreed that in sports programs that are held in town only, such as recreation basketball, recreation baseball & softball, and recreation volleyball, attendance at practices (or games) should not be mandated. Regardless of attendance at these programs, all players will receive a minimum of ½ a game of playing time. However, in programs where competition exists between different towns such as football, lacrosse, and roller hockey, an effort to attend practices is expected in order to receive the minimum of ½ a game of playing time. In these sports, if a player misses the entire week of practice, for preparation and safety reasons, it is permissible for the coach to not play that player in the following game provided the coach is being consistent in his application of the attendance rules across all of his or her players. In travel sports, where some children are not selected for the team, the mandatory attendance policy deems that if a player is to receive any playing time, a 100% commitment to the team is necessary and attendance at practice is mandatory. The Director will continue to communicate these rules to the different levels of programs.

Facility Use Request Reviews/Approvals:

The Director requested the Board review the following field use applications, based on the Township's procedure of involving the Recreation Board in the approval process for field rental after a review of the paperwork by the Recreation Director and Township Administrator. Five applications were discussed by the Board and approved for use/rental. The applications at this meeting included the following:

1. NJ Crush FC – this is a local soccer organization requesting the use of Wyckoff Community Park, 475 Wyckoff Avenue for the purpose of conducting summer practices for their youth soccer teams. The estimated revenue from this facility rental would be \$1000-\$2000. They are requesting 2-4 days a week during the summer from June 20 – July 14. The Board agreed that 2 days a week would be the most they could approve so that other clubs in the area could have an opportunity to use the fields as

well. The application was approved for 2 days/week and the Director will communicate this to the club.

2. Triple Crown Sports – a national baseball tournament organization, who has utilized our fields for the past several years, is once again requesting the use of Wyckoff Memorial Field Baseball Facility, 340 Franklin Avenue for the purpose of holding their July 4th Tournament. The estimated revenue from this facility rental would be \$1500. The Board approved this use request unanimously since our teams do not utilize our fields over the 4th of July.
3. AC Milan Wyckoff – an over 30 mens soccer club is requesting the use of the Community Park Soccer Field at 475 Wyckoff Avenue for games on Sunday mornings during the spring. Estimate revenue is \$500. Since the fields are not used at that time of day in the spring, the Board approved this application.
4. Teels Ravens – a local baseball training facility and club baseball organization is requesting use of the Wyckoff Community Park Facility and the Wyckoff Memorial Field Facility for baseball practices and games. Estimated revenue is \$2000 over the spring and summer. The Board approved this application provided that our own teams are given priority during the season.
5. TGA of Bergen County – a local business specializing in golf lessons and parties is requesting use of the Community Park Soccer Field for a Wyckoff resident's birthday party in May. The family has also contacted the Recreation Department about the event. Revenue for this event would be \$100.

The Director advised the Board that that his review with the Township Administrator of the applications, Hold Harmless and Indemnification Agreements, and Certificates of Insurance for all of the requests determined the applications to be in order.

The Recreation Board unanimously approved all of the above applications after a motion to approve them was made by Jeff Eischen and seconded by Ed Pettit.

Lacrosse Complaint Resolution:

The Director advised the Board that the Complaint heard at last month's meeting has been resolved and both parties have been advised of the outcome. The assistant coach, in the interest of all parties involved, voluntarily stepped down from coaching boys lacrosse for the remainder of this season but is able to return next year if he desires and is also eligible to coach other sports immediately upon conclusion of this year's lacrosse season.

Recreation Upcoming Events:

The Director invited the Board to attend two upcoming events on Saturday, April 23rd. The Recreation Baseball and Softball program will hold its annual "Opening Day" ceremony with the singing of the National Anthem by a 7th grader from Wyckoff along with the throwing of the first pitches by Mayor Kevin Rooney at 9am at Community Park. Additionally, April 23rd is Wyckoff's very first Wyckoff Lacrosse Day in which every one of our boys and girls lacrosse teams will play games at the new Pulis Turf Field throughout the day.

Football Update:

The Director reported to the Board that the news on the football front is much more positive this month than it was last month. Only Dumont has departed from the Northern Bergen Junior Football League, which Wyckoff participates in. In addition to Bergenfield, Northern Highlands, River Dell, and Ramsey deciding to remain in the league, three new programs joined giving the league a total of 12 teams. Wayne PAL, Woodland Park, and Oakland all joined the NBJFL during the month. With 12 teams, the league will not be requesting that Wyckoff and Ridgewood split their teams into two separate teams as was done last year. Additionally, Wyckoff will play 7 different opponents unlike last year where 5 different opponents were played, two of them twice. The league is hosting another meeting on May 2nd so more information will be available at our next meeting.

Open Comment Period:

No audience present.

Report from Board Members:

None.

New or Old Business:

None.

The meeting was adjourned at 8:25pm.

Respectfully submitted,
Andy Wingfield
Director, Wyckoff Parks & Recreation