

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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BOARD OF EDUCATION
MINUTES
WORKSHOP/REGULAR/PUBLIC BUDGET HEARING MEETING
APRIL 24, 2018

Mrs. Lynda Van Dyk, Board President, called to order the Workshop/Regular/Public Budget Hearing Meeting of the Board of Education at 7:31 p.m., in the Westbrook School Media Center. Mrs. Van Dyk asked for a moment of silence, led the flag salute, and read the Open Public Meetings Act Statement. Mrs. Van Dyk also reminded everyone in attendance to silence or turn off their cell phones and note the location of the emergency exits.

OPEN PUBLIC MEETINGS ACT STATEMENT

In accordance with the provisions of the Open Public Meetings Act, a public notice of this meeting has been sent to Board Members, all district schools, the Herald News, the Trends, the Record, the Messenger, West Milford Town Hall, the County Superintendent's Office, the Board Attorney, and Cablevision of Warwick; and posted on the district's website. Copies of the Board Meeting Calendar Resolution were provided to all local media, Town Hall, Township Library, and all district schools.

MS. BARBARA FRANCISCO, BOARD SECRETARY, CALLED THE ROLL:

| TRUSTEE | ATTENDANCE | TRUSTEE | ATTENDANCE | TRUSTEE | ATTENDANCE |
|--------------|--------------------------|-------------|------------|--------------|------------|
| Mr. Bailey | Absent/Arr. 7:50 p.m. | Mrs. Dwyer | Present | Mr. Huber | Present |
| Mr. Cytowicz | Present | Mr. Guarino | Present | Mrs. O'Brien | Absent |
| Mr. Drew | Present | Mrs. Fritz | Present | Mrs. Van Dyk | Present |

| ADMINISTRATION | POSITION | ATTENDANCE |
|-----------------------|--|------------|
| Dr. Alex Anemone | Superintendent of Schools | Present |
| Ms. Barbara Francisco | Board Secretary/Business Administrator | Present |
| Mr. Daniel Novak | Director of Education | Present |
| Dr. Elizabeth McQuaid | Director of Special Services | Present |
| Joseph Roselle, Esq. | Board of Education Attorney | Present |
| Madison McIntyre | Student Representative | Present |

There were approximately 20 members of the public in attendance.

VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

Madison McIntyre, Student Representative, spoke about April events at the High School. The History Club competed at a National History Day - three students created an award winning exhibit and will compete in a State competition in May; Green Club students cleaned our Township on Earth Day; the Highlander Band participated in the Walt Disney World Parade in the Magic Kingdom and played with the Jazz Band and Choir at Disney Springs; T.V. Science classes are putting together a promotional video on genre-based English courses in hopes of bringing more interest to the High School; Senior Choice awards was very successful; and the Cablethon will be held on April 29th to raise funds for Project Graduation.

Miss McIntyre also talked about upcoming events: National Decision Day, Bring Your Children to Work Day, SAT Bootcamp and AP Testing.

Dr. Anemone discussed monthly progress toward District goals and will present a recap to the Board in May. He spoke about the Board's goal setting meeting with New Jersey School Boards and the development of new goals for 2018-19. The 2018-19 goals will be on the Board agenda in May for approval. Once those goals are Board approved, Dr. Anemone will share them with the Administrative team, District staff, parents and the school community.

Public Hearing on the 2018-2019 Budget:

Dr. Anemone presented the 2018-2019 District Budget and reviewed the process and challenges presented. Mr. Novak commented on curriculum highlights during the presentation. Mr. Novak and Dr. McQuaid responded to questions from Board members. Ms. Francisco also commented on future energy savings and budgets.

VII. DIRECTOR OF EDUCATION'S REPORT - Mr. Daniel Novak

Mr. Novak discussed the status of PARCC testing in the High School, Macopin and Elementary schools, and adjusting the assessment/testing schedule due to snow days. He spoke about refusals of the PARCC testing being significantly lower than previous years. He also talked about receiving positive feedback from the community regarding Star Math. Mr. Novak announced that 3rd marking period grade reporting was released and student portals are opened; Elementary students Pre-K-6 brought home paper report cards and a third Star Math assessment, as well as a letter regarding anticipated changes in the Elementary Science curriculum.

Mr. Novak talked about the District being in the process of completing the master schedule at the High School. He spoke about reviewing master schedule models for the High School, however, the District will keep the current one in place for the 2018-2019 school year.

Dr. Anemone spoke about the High School Girls Volleyball Fall sports program and announced that one of our High School students, Carly Love, has signed to play Soccer at Lycoming College.

Dr. Anemone also spoke about Eagle Scout projects in town and at our schools.

VIII. SPECIAL REPORTS AND CORRESPONDENCE - Ms. Barbara Francisco, Board Secretary/
Business Administrator

Motion by Mr. Cytowicz, seconded by Mrs. Dwyer, to approve the following meeting minutes:

- March 20, 2018 - Workshop/Regular/Preliminary Budget Hearing Meeting
- March 20, 2018 - Executive Session

VOICE VOTE:

All in Favor.

MOTION PASSED.

IX. BOARD PRESIDENT'S REPORT - Mrs. Lynda Van Dyk

Mrs. Van Dyk and Mrs. Dwyer attended a New Jersey School Boards Leadership Training Conference. They were able to interact with various Districts and it was a very positive learning experience. Mrs. Van Dyk thanked Mrs. Dwyer for attending the conference with her.

X. PUBLIC COMMENT - AGENDA ITEMS

Members of the public who have requested to speak prior to the meeting will be first with five (5) minutes for each speaker, for a period of thirty (30) minutes; and then time permitting, other public comment limited to five (5) minutes per speaker will be allowed, until the thirty (30) minute period transpires. All members of the public speaking during Public Comment are asked to address topics listed in the agenda. All speakers are asked to give their full name, spell their last name, and provide their address. Speakers may not use the names of students during Public Comment.

Kim Edelstein, Mountain Circle North, West Milford. Ms. Edelstein has two children at Maple Road School. She spoke about how the proposed 2018-2019 budget is going to affect the children's emotional safety and the reasons why she believes we need full-time social workers in elementary schools. She also spoke about safety and security and how it is very important to tie in full-time social workers and bullying with emotional safety. She provided statistical and research information to the Board in these areas.

Mercedes Proefrock, Parent of a second grader and Pre-K student at Maple Road. Ms. Proefrock spoke about school safety and about her sister who was an NY police officer. She asked the Board to consider hiring a full-time social worker to help students cope with emotional situations and bullying.

Tracy Huber, West Milford. Mrs. Huber spoke about the budget and when the community can review it on the website, and have it available for public access. She spoke about limiting access during business hours and that the public should be more informed.

Jim Foody, Hewitt. Mr. Foody spoke about the budget, current goals for this year and what will be done next year. He also spoke about professional development and staff development cuts for next year. Mr. Foody also talked about bonding the roof project and not including it in the 2018-19 budget.

X. PUBLIC COMMENT - AGENDA ITEMS - Continued

Joan Marie Fredericks, President of the Bus Drivers Association. She spoke about the drivers being very upset after notified they will be losing their Transportation Supervisor. She spoke about what a wonderful job Ms. Fanning did with the drivers and the Transportation Department.

Motion by Mr. Cytowicz, seconded by Mr. Huber, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

XI. MOTION BY MR. CYTOWICZ, SECONDED BY MR. HUBER, TO ADOPT THE AGENDA, AS PRESENTED AND AMENDED, WITH HAND CARRY.

VOICE VOTE: All in Favor. MOTION PASSED.

XII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Greg Bailey, Chairperson

Motion by Mr. Bailey, seconded by Mr. Cytowicz, to approve the following agenda item #1:

DISCUSSION: Mr. Huber had discussion regarding when a copy of the budget should be made available to the public for review and posted on the website. Mr. Roselle explained the budget was submitted to the County within the timeline. Ms. Francisco also explained that the process has been in place for many years and after County Superintendent approval, the budget was made available to the public. Mr. Roselle stated the user friendly budget must be posted onto the website within 48 hours, and felt there may be misinformation on social media. Mr. Huber spoke about the budget being made available as soon as it is submitted to the County, and that he made an inquiry. Ms. Francisco explained the submission of the budget, that changes needed to be made and were resubmitted, and once the county approval was completed, it was available; it was advertised in the newspaper according to statute, and the process is no different than it was been in the past. She stated there is an open door policy in the Board Office and anyone from the public that wishes to review the budget may do so.

Motion by Mr. Drew, seconded by Mr. Huber, to amend the 2018-2019 District Budget to remove \$900,000.00 of funding for the Maple Road School Roof project, and finance the project with a bond referendum.

DISCUSSION: Mr. Drew explained his rationale regarding a bond referendum on this project. He also spoke about the inspection of the roof at Maple Road School and current water diversion system to capture the leaks. Mr. Drew also stated that the Board was not aware of the roof deterioration last year, and a bond referendum could have been prepared.

Mr. Guarino asked for clarification, as a previous Board member stated there was \$850,000.00 in the budget in a prior year for the project and the Board was aware of it. Mr. Guarino also talked about the water diversion system at Maple Road being inside the building, which is not favorable.

Mrs. Dwyer agreed and respects the suggestion of a bond referendum, but feels the Board cannot wait a year to replace the roof at Maple Road. Mrs. Dwyer spoke about concerns with autistic students in special education classrooms, and also has concerns of pipes bursting and other safety issues.

XII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

Mr. Huber talked about discussing the Maple Road project with an individual with a contracting background who has seen the roof and feels there could be an inexpensive temporary solution that would last a year.

Mr. Bailey spoke about voting no to this amendment and feels the time to decide on this project is now that inclement weather has subsided, and that the Board should move on.

Mrs. Fritz discussed that the Board has known about this for several years, and that we are beyond the time to make a long term decision on this project. Mrs. Fritz spoke about the project needing attention now and does not want to wait for something catastrophic to happen.

Ms. Francisco asked Mr. Kelly, Buildings and Grounds Supervisor, to speak about the condition of the roof.

Mr. Bailey asked if Mrs. Van Dyk can call the question on the motion and then have Mr. Kelly speak. Mrs. Van Dyk spoke about allowing Mr. Kelly to speak first and she also spoke about the inspection of the Maple Road roof and her concerns with water diversion and the autistic students in classrooms. She feels the Board cannot wait another year to complete this project.

Mr. Kelly approached the Board and discussed the condition of the Maple Road School roof, as well as his recommendation for replacement.

Mr. Van Dyk called the question.

ROLL CALL:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | No | Mrs. Fritz | No | Mr. Huber | Yes |
| Mrs. Dwyer | No | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | No | Mrs. Van Dyk | No |

The **MOTION FAILED.**

Motion by Mr. Drew, seconded by Mr. Huber, to amend the 2018-2019 District Budget to remove \$100,000.00 to fund Phase II of the Field House.

DISCUSSION: Mr. Drew passed out information to Board members showing a plan of what type of building structure can be purchased for \$100,000.00, and discussed putting a manufactured building on the property.

Ms. Francisco stated a proposal for a modular unit to replace the existing field house was received and \$100,000.00 was put into the budget. That amount did not include foundation work, submittals to the Department of Education, and architectural fees. Ms. Francisco also spoke about possible soil borings needed. Also the concrete footings and slab foundation. When Mr. Kelly was hired in July he informed Ms. Francisco the budget was not adequate for the work needed. Mr. Kelly made himself available for any questions on the unit.

XII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

Mr. Huber requested plans and estimates regarding the Field House and spoke about his understanding of what the building should be. Mr. Huber also spoke about pre-fabricated structures pre-approved by the Department of Education, being cheaper to purchase.

Mrs. Fritz asked if it is the intent of the people in District to use the unit as a permanent structure, or to use it for other things.

Ms. Francisco discussed that the bid documents for this project are for a pre-fabricated building and that this is not temporary classroom space, which are two different things.

Mr. Bailey spoke about his experience on many High School football fields in Northern New Jersey and the buildings are some type of modular pre-fabricated structure. He also spoke about upgrading rest room facilities and all of the events that are held at McCormack Field.

Mr. Huber agreed with Mr. Bailey about upgrading the rest room facilities and about building a substantial structure with a pre-fabricated building.

Mrs. Van Dyk called the question.

ROLL CALL:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Absent | Mrs. Fritz | No | Mr. Huber | Yes |
| Mrs. Dwyer | No | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | No | Mrs. Van Dyk | No |

The **MOTION FAILED.**

DISCUSSION: Mr. Huber asked additional questions regarding budget decreases under Education. Dr. Anemone provided information on those questions and Mr. Novak confirmed that the Summer Reading program is still intact and funded through Federal grant money. Mr. Roselle asked the Administration if they feel the amount for professional development budgeted for 2018-2019 is sufficient. Dr. Anemone stated it is an amount the District can afford in this budget, and would be better with more money. Dr. Anemone spoke about the zero percent tax increases in the budget over the last two years affecting the 2018-19 and 2019-20 budgets in this category.

Mr. Guarino inquired that based on the reduction, what percentage of the budget would be for professional development. Mr. Novak explained the professional development training referred to in the budget presentation and the five year plan. He also explained a significant decrease in expenses for the Math training/materials with Go Math publisher, and being able to supplement our district professional development local budget with Title II funds aimed at supporting professional development. Mr. Novak also stated this budget supports our district goals.

Dr. McQuaid spoke about partnering with Ringwood for training and being able to train three teachers for the price originally thought to train one. She stated that may also add to the reduction in cost, being able to use our funds from this year to basically triple the amount of training. Mr. Novak commented that we host training and have other Districts collaborate with us for further savings.

XII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

Mrs. Dwyer asked Mr. Novak a question regarding data analysis done by our staff and if it falls under professional development. Mr. Novak responded to her question.

Mrs. Fritz spoke about parents in the district that want to see schools thrive. She also spoke about multiple years of a zero tax increase hurting our district, and that administration has worked very hard to be fiscally conservative in this budget.

Mrs. Van Dyk asked the Board why all of these topics on the budget are coming up at the meeting, and were not addressed at the preliminary budget meeting.

Mr. Drew spoke about the community as a whole wanting better schools and how it affects real estate, and that we are the biggest part of the budget for the Township of West Milford. He also spoke about businesses that have closed in the last two years and the lack of ratables. He also spoke about tax increases in the Township over the last ten years and inflation rates.

Mr. Guarino commented that homes are selling quicker now than in the past.

Dr. Anemone spoke about the Kindergarten enrollment increase for this year versus the past two years, and feels it will increase further from now to Labor Day weekend.

Mr. Huber had a question for Ms. Francisco regarding the Marshall Hill field fence. Mr. Kelly responded that the outfield fence was already replaced, and the remainder of the fence will be replaced in the 2018-2019 budget. Mr. Huber asked about the operations budget line item for field turf maintenance and lighting repair, and another line item for re-lamping turf field lights. Mr. Kelly explained the difference between the two line items.

Mrs. Dwyer requested to Mrs. Van Dyk, as a point of order, to call the question. Mrs. Van Dyk called the question and ended discussion.

1. **BE IT RESOLVED**, by the West Milford Township Board of Education, County of Passaic, that the **2018-2019 DISTRICT BUDGET** be approved as follows:

| | |
|-----------------|----------------------|
| General Fund | \$ 73,591,641 |
| Special Revenue | \$ 1,149,663 |
| Debt Service | \$ <u>544,934</u> |
| TOTAL BUDGET | \$ 75,286,238 |

BE IT FURTHER RESOLVED, that the following **GENERAL FUND AND DEBT SERVICE TAX LEVIES** be approved to support the 2018-2019 Preliminary Budget:

| | |
|--------------|-------------------|
| General Fund | \$ 55,015,708 |
| Debt Service | \$ <u>360,313</u> |
| TOTAL | \$ 55,376,021 |

XII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

1. (Continued)

BE IT FURTHER RESOLVED, that included in budget line 100, Local Tax Levy, is utilization of the health care costs adjustment in the amount of \$217,899 to offset health care costs and utilization of banked CAP in the amount of \$184,115 to help support the cost of technology infrastructure upgrades in the amount of \$250,000. The implementation of these upgrades will be completed by the end of the budget year to prepare for future technology needs.

BE IT FURTHER RESOLVED, that the West Milford Board of Education approves the withdrawal of \$100,000, from Maintenance Reserve for required maintenance.

BE IT FURTHER RESOLVED, the budget is in conformity with regulations promulgated by the Department of Education.

ROLL CALL FOR ITEM #1:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | No |
| Mrs. Dwyer | Yes | Mr. Drew | No | Mr. Cytowicz | No |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED**.

Motion by Mr. Bailey, seconded by Mr. Cytowicz, to approve the following agenda items #2 through #13:

DISCUSSION: Mr. Guarino had a question and commented regarding item #11, training and travel related expenditures for Board Trustees.

Mr. Huber thanked Thomas Francisco & Associates for their donation under item #13. He also asked questions regarding item #5, Share 911. Dr. Anemone explained how the technology works, how the school is placed on lock down, and how the police department is notified. It will be in place in September, 2018. Mr. Huber asked a question on item #6, regarding architectural fees. Ms. Francisco responded to his question and Mr. Roselle confirmed what the requirements are for State approval.

2. The recommendation of the Superintendent to approve the following Resolution:

RESOLVED, that the Board of Education authorizes the advertisement of the following Capital Improvement Projects for public bid in accordance with Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq.:

| <u>School</u> | <u>NJ DOE Project No.</u> | <u>Project</u> |
|--------------------------|---------------------------|------------------------|
| Macopin Middle School | 5650-055-18-1000 | Greenhouse Replacement |
| West Milford High School | 5650-040-18-1000 | Greenhouse Replacement |
| West Milford High School | 5650-040-18-2000 | Fieldhouse Replacement |

XII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

3. The recommendation of the Superintendent to renew a contract with **POMPTONIAN FOOD SERVICES** (Food Service Management Company - FSMC), Fairfield, New Jersey, for the 2018-2019 school year.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of **\$.1046** per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by **\$1.00** to arrive at an equivalent meal count.

The per meal administrative/management fee of **\$.1046** will be multiplied by total meals.

The FSMC guarantees the SFA a minimum profit of one hundred thousand dollars (\$100,000.00) for school year 2018-2019.

4. The recommendation of the Superintendent to approve a contract with **ATLANTIC TOMORROWS OFFICE**, Bloomfield, New Jersey, for the purchase of a SAVIN Digital Duplicator in the amount of \$4,860.00, State Contract #A40467, for the High School Graphic Arts Department.
5. The recommendation of the Superintendent to approve an agreement with **ON SCENE TECHNOLOGIES, INC.**, Ramsey, New Jersey, for the purchase of Enterprise: K-12 Education (Share 911) for the 2018-2019 school year, in an amount not to exceed \$20,000.00. (Documentation provided electronically.)
6. The recommendation of the Superintendent to accept a proposal from **FKA ARCHITECTS**, Oakland, New Jersey, to perform architectural services for the Home Grandstand/Bleacher System and Press Box Replacement at McCormack Field, at a cost not to exceed \$14,900.00, plus reimbursable expenses. (Documentation provided electronically.)
7. The recommendation of the Superintendent to accept a proposal from **SETTEMBRINO ARCHITECTS**, Red Bank, New Jersey, to perform architectural services for the Roof Replacement at Maple Road Elementary School, at a cost not to exceed \$74,500.00, plus reimbursable expenses. (Documentation provided electronically.)
8. The recommendation of the Superintendent to approve the award of a contract for the purchase of four (4) 2019 Type 'C' 54-Passenger School Buses, and two (2) 24-Passenger School Buses, to **H.A. DE HART & SON, INC.**, Thorofare, New Jersey, through membership with the **HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION**, Cooperative Purchasing Agreement, School Bus Bid #HCESC-Trans 1701b, for a total purchase price of \$498,610.42, and to finance said purchase through **MUNICIPAL CAPITAL FINANCE**, Allentown, Pennsylvania, with a five (5) year lease/purchase term. (Documentation provided electronically.)

XII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

9. The recommendation of the Superintendent to approve the completion of **SCHOOL BUS EMERGENCY EVACUATION DRILL REPORTS** for all routes, in accordance with N.J.A.C. 6A:27-11.2. (Documentation provided electronically.)

| <u>Date</u> | <u>School</u> | <u>Principal/Supervisor</u> |
|-------------|--------------------------------------|-----------------------------------|
| 4/3/18 | High School | Paul Gorski |
| 4/3/18 | Highlander Academy | Dr. Gayle Strauss (Supervisor) |
| 4/3/18 | Macopin School | Matthew Strianse |
| 4/17/18 | St. Catherine of Bologna | Sr. Theresa Firenze |
| 4/19/18 | New Beginnings Annex (Macopin) | Kate Dulak (Supervisor) |
| 4/4/18 | Westbrook School | Dr. Dana Swarts |
| 4/4/18 | Aphsawa School | Stephanie Primavera |
| 4/5/18 | Marshall Hill School | Janet Cash |
| 4/4/18 | New Beginnings Annex (Maple Road) | Jaclyn Delillo (Supervisor) |
| 4/4/18 | Maple Road School | William Kane |
| 4/5/18 | U.G.L. School | Dr. Gregory Matlosz |
| 4/5/18 | Paradise Knoll School | Jennifer Miller |

10. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#72301) to **UNION STREET SCHOOL OF THE DEAF AND HARD OF HEARING (BERGEN COUNTY SPECIAL SERVICES)**, Hackensack, New Jersey, retroactive from March 29, 2018, through June 30, 2018, at a per diem cost of \$72.95 for 57 days, for a total cost of \$4,158.15.
11. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Board Trustee, Steven Drew, retroactive from March 20, 2018, at the mileage rate established by the Board. (Documentation provided electronically.)
12. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Board Office Staff, at the mileage rate established by the Board. (Documentation provided electronically.)
13. The recommendation of the Superintendent to accept the **DONATION** of photography lighting valued at \$3,750.00 for the High School TV Science, Photography and Theater Arts programs, from Thomas Francisco & Associates.

XII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

ROLL CALL FOR ITEMS #1 THROUGH #13:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Yes | Mr. Drew | Yes* | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

*Mr. Drew "Abstained" to Item #11.

The **MOTION PASSED.**

Motion by Mr. Bailey, seconded by Mr. Cytowicz, to approve the following agenda item #14:

14. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **April 24, 2018**, in the amount of \$3,518,756.72. (Documentation provided electronically.)

ROLL CALL FOR ITEM #14:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|---------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Abstain |
| Mrs. Dwyer | Yes | Mr. Drew | Yes* | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

*Mr. Drew "Abstained" on his travel reimbursement.

The **MOTION PASSED.**

Motion by Mr. Bailey, seconded by Mr. Cytowicz, to approve the following agenda item #15:

15. The recommendation of the Superintendent to approve the **PAYROLL** of **March 29, 2018** and **April 13, 2018**, in the amount of \$4,331,520.89. (Documentation provided electronically.)

ROLL CALL FOR ITEM #15:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|---------|--------------|---------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Yes | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Abstain | Mrs. Van Dyk | Abstain |

The **MOTION PASSED.**

Motion by Mr. Bailey, seconded by Mr. Cytowicz, to approve the following agenda item #16:

XII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

16. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **April 24, 2018**:

BE IT RESOLVED, by the Board of Education of the Township of West Milford that the following transfers made on the financial records of the Board affecting the **2017-2018** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$196,440.17.

ROLL CALL FOR ITEM #16:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Yes | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED** unanimously.

Motion by Mr. Bailey, seconded by Mr. Cytowicz, to approve the following agenda items #17 and #18:

17. The recommendation of the Superintendent to approve the following Resolution:

WHEREAS, the Agenda file of **April 24, 2018** Regular Meeting of the Board contains the A148 Report of the Secretary and the A149 Treasurer's Monthly Report; and

WHEREAS, both the A148 and A149 are in agreement with the cash balance in the Governmental Funds of:

\$8,564,408.86 as of March 31, 2018; therefore

BE IT RESOLVED, that the Report of the Secretary and the Treasurer's Monthly Report be accepted. (Documentation provided electronically.)

18. The recommendation of the Superintendent to approve the following Resolution:

RESOLVED, that the Board certify as of March 31, 2018, after review of the Secretary's Monthly (A-148) Report and Treasurer's Monthly Report (A-149), and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over-expended in accordance with N.J.A.C. 6A:23A-13.3 and 6A:23A-16.10, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

XIII. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

ROLL CALL FOR ITEMS #17 AND #18:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | * |
| Mrs. Dwyer | Yes | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

*Mr. Huber "Abstained" to item #17, and voted "Yes" to item #18.

The **MOTION PASSED.**

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Debbie O'Brien, Chairperson

NOTE: All appointees recommended for employment will meet the New Jersey State law requirements for the criminal history review prior to their start date.

Motion by Mr. Cytowicz, seconded by Mr. Bailey, to approve the following agenda items #1 through #50:

ITEMS #13, #14 AND #45 WERE VOTED ON AFTER EXECUTIVE SESSION

DISCUSSION: Mr. Huber requested that items #13, #14 and #45 be voted on after Executive Session. Mr. Huber asked Dr. Anemone a question regarding renewals and staff members receiving tenure. Dr. Anemone advised that the information was indicated on the folder inserts.

Mr. Drew commented it was unfortunate that Kathleen Fanning was resigning from the District as Transportation Supervisor, and she did a fantastic job.

Mrs. Van Dyk commented on the number of retirements on the agenda, and wishes them all well.

1. The recommendation of the Superintendent to accept, with regret, the resignation of **RICHARD ANDERSON**, Special Education Teacher (Behavioral Disabilities), Apshawa School, effective June 30, 2018, for the purpose of retirement.
2. The recommendation of the Superintendent to accept, with regret, the resignation of **STACEY CONKLIN**, Grade 2 Teacher, Upper Greenwood Lake School, effective July 1, 2018, for the purpose of retirement.
3. The recommendation of the Superintendent to accept, with regret, the resignation of **MARTHA COOK**, Special Education Teacher (Resource Center), Paradise Knoll School, effective June 30, 2018, for the purpose of retirement.
4. The recommendation of the Superintendent to accept, with regret, the resignation of **MARY D'ANGELO**, Special Class Aide, Paradise Knoll School, effective June 30, 2018, for the purpose of retirement.
5. The recommendation of the Superintendent to accept, with regret, the resignation of **JULIA DROL**, Mathematics Teacher, High School, effective June 30, 2018, for the purpose of retirement.

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

6. The recommendation of the Superintendent to accept, with regret, the resignation of **ROBIN KAMERER**, Special Education Teacher (Resource Center), Westbrook School, effective July 1, 2018, for the purpose of retirement.
7. The recommendation of the Superintendent to accept, with regret, the resignation of **KATHLEEN MARXEN**, Grade 6 Teacher, Paradise Knoll School, effective June 30, 2018, for the purpose of retirement.
8. The recommendation of the Superintendent to approve the resignation of **KATHLEEN FANNING**, Supervisor of Transportation, District-wide, effective June 9, 2018.

NOTE: Supervisor of Transportation will be released from 60 days' notice required per contract if a replacement is hired prior to June 9, 2018.

9. The recommendation of the Superintendent to approve the resignation of **PAUL GORSKI**, Principal, High School, effective June 30, 2018.
10. The recommendation of the Superintendent to approve the resignation of **CARI OHLANDT**, 0.5 Special Class Aide, Upper Greenwood Lake School, effective June 3, 2018.

NOTE: Special Class Aide will be released from 60 days' notice required per contract if a replacement is hired prior to June 3, 2018.

11. The recommendation of the Superintendent to accept the resignation of **KRISTINE ARCINIEGA**, 0.6 Special Class Aide, Maple Road School, effective June 26, 2018.
12. The recommendation of the Superintendent to approve the resignation of **KELLY TURNBULL**, Long Term Substitute Social Studies Teacher, Macopin School, retroactive from March 31, 2018.
15. The recommendation of the Superintendent to approve the appointment of **LESLIE HYATT**, Long Term Substitute Grade 2 Teacher, Paradise Knoll School (PC#99.05.99.CCQ), at the per diem rate of \$150.00, with health benefits, effective April 25, 2018, through June 8, 2018. (Replaces Bonforte) Account: 11-120-100-101-10-103

NOTE: The duration of the position is based on the date of the employee's return to work.

16. The recommendation of the Superintendent to approve the appointment of **SAMANTHA SONI**, Long Term Substitute School Counselor, Macopin School (PC#90.08.00.CDO), at the per diem rate of \$150.00, with health benefits, effective April 25, 2018, through May 18, 2018. (Replaces Rzonca) Account: 11-000-218-104-10-10-071

NOTE: The duration of the position is based on the date of the employee's return to work.

17. The recommendation of the Superintendent to approve a **TRANSFER OF A TEMPORARY ASSIGNMENT** for **SEAN PALEN**, from In-School Suspension/ Unassigned Substitute, High School, to Long Term Substitute Social Studies Teacher, Macopin School (PC#99.08.00.BJH), at the per diem rate of \$150.00, with health benefits, effective April 25, 2018 through June 30, 2018. (Replaces Provost) Account: 11-130-100-101-10-10-103

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

17. (Continued)

NOTE: The duration of the position is based on the date of the employee's return to work.

18. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/COACHES/NURSES/SPECIAL PROJECTS** for the 2017-2018 school year, effective April 25, 2018, through June 30, 2018:

| | |
|-------------------------------------|-----------------------------------|
| LESLIE HYATT (Teacher) | KRISTINE RALICKI (Teacher) |
| CHRISTINE LANZA (Teacher) | SAMANTHA SONI (Teacher) |
| TYLER MAURER (Teacher/Coach) | LINDSAY WALSH (Teacher) |
| KELSEY O'CONNELL (Teacher) | |

19. The recommendation of the Superintendent to approve the following addition to the non-certified personnel list of **SUBSTITUTE SECRETARIES/BUILDING AIDES/CAFETERIA AIDES/SPECIAL CLASS AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS & VEHICLE AIDES** for the 2017-2018 school year, effective April 25, 2018, through June 30, 2018:

JAYA DESPIES (S.A.C.C.)
CHRISTINE LANZA (Special Class Aide)
CHRISTOPHER MICARI (Custodial)
JOSEPH YUHAS (Custodial)
MICHAEL GROSSO (School Bus/Van/Special Use Vehicle Driver/Vehicle Aide)

20. The recommendation of the Superintendent to approve a leave of absence for **HOPE SCHOER**, Kindergarten Teacher, Westbrook School, with pay using sick days effective June 4, 2018, through June 26, 2018, then without pay under the Family Medical Leave Act, effective September 4, 2018, through January 1, 2019. (Maternity/Child Rearing)

NOTE: The employee may return prior to the above date pending medical certification.

21. The recommendation of the Superintendent to approve a leave of absence for **KATHLEEN MARXEN**, Grade 6 Teacher, Paradise Knoll School, with pay using sick days retroactive from April 23, 2018, through June 30, 2018. (Personal/Medical)

NOTE: The employee may return prior to the above date pending medical certification.

22. The recommendation of the Superintendent to approve a leave of absence for **KIRA LAYTON**, Mathematics Teacher, Macopin School, with pay using sick days effective September 4, 2018, through October 12, 2018. (Maternity/Child Rearing)

NOTE: The employee may return prior to the above date pending medical certification.

23. The recommendation of the Superintendent to approve a leave of absence for **PATRICIA ANDERSON**, School Bus/Van Driver, Transportation, without pay under the Family Medical Leave Act, retroactive from March 1, 2018, through May 1, 2018. (Medical)

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

23. (Continued)

NOTE: The employee may return prior to the above date pending medical certification.

24. The recommendation of the Superintendent to approve ***an amendment to a previously approved resolution (January 2018)***, for a leave of absence for **NINA RZONCA**, School Counselor, Macopin School, ***with pay using sick and personal days retroactive from March 26, 2018, through April 6, 2018***, then without pay effective April 16, 2018, through May 18, 2018. (Maternity/Child Rearing)

NOTE: The employee may return prior to the above date pending medical certification.

25. The recommendation of the Superintendent to approve ***an amendment to a previously approved resolution (March 2018)***, for an extension to a leave of absence for **KENNETH SOCHULAK**, Custodian, High School, without pay under the Family Medical Leave Act, retroactive from March 5, 2018, through ***March 27, 2018***. (Medical)

26. The recommendation of the Superintendent to approve the reappointment of tenured and non-tenured **UNAFFILIATED ADMINISTRATIVE PERSONNEL**, effective July 1, 2018, through June 30, 2019, per Board of Education Agreement. (See folder insert)

27. The recommendation of the Superintendent to approve the reappointment of tenured and non-tenured **CERTIFICATED ADMINISTRATIVE and SUPERVISORY PERSONNEL**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMPA Agreement. (See folder insert.)

28. The recommendation of the Superintendent to approve the reappointment of tenured and non-tenured **UNAFFILIATED ADMINISTRATIVE PERSONNEL and SUPPORT STAFF**, effective July 1, 2018, through June 30, 2019, per Board of Education Agreement. (See folder insert.)

29. The recommendation of the Superintendent to approve the reappointment of tenured and non-tenured **UNAFFILIATED BOARD OFFICE UNIT PERSONNEL**, effective July 1, 2018, through June 30, 2019, per Board of Education/Unaffiliated Board Office Unit Agreement. (See folder insert.)

30. The recommendation of the Superintendent to approve the reappointment of tenured and non-tenured **SECRETARIAL and BUILDING AIDE PERSONNEL**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMESA Agreement. (See folder insert.)

31. The recommendation of the Superintendent to approve the reappointment of **TENURED CERTIFIED TEACHING PERSONNEL**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMEA Agreement. (See folder insert.)

32. The recommendation of the Superintendent to approve the reappointment of **NON-TENURED CERTIFIED TEACHING PERSONNEL**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMEA Agreement. (See folder insert.)

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

33. The recommendation of the Superintendent to approve the reappointment of tenured and non-tenured **SPECIAL EDUCATION CERTIFIED TEACHING PERSONNEL**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMEA Agreement. (See folder insert.)
34. The recommendation of the Superintendent to approve the reappointment of **SPECIAL CLASS AIDES**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMTAA Agreement. (See folder insert.)
35. The recommendation of the Superintendent to approve the reappointment of **SCHOOL BUS/VAN DRIVERS**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMBDA Agreement. (See folder insert.)
36. The recommendation of the Superintendent to approve the reappointment of **SPECIAL USE VEHICLE DRIVERS**, effective July 1, 2018, through June 30, 2019, at the per diem rates in accordance with the employment terms established by the Board of Education/Special Use Vehicle Drivers Agreement. (See folder insert.)
37. The recommendation of the Superintendent to approve the reappointment of **VEHICLE AIDES**, Transportation, effective September 1, 2018, through June 30, 2019, per Board of Education/Unaffiliated Employment Agreement. (See folder insert.)
38. The recommendation of the Superintendent to approve the following **SUBSTITUTE SCHOOL BUS/VAN/SPECIAL USE DRIVERS/VEHICLE AIDES** for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019:

School Bus/Van/Special Use Vehicle Drivers

**RICHARD ARCURI
ERIC BUNK
MICHAEL CORTER
MARK DeRISSIO
LAURIE KLIMEK
DANIEL MEGLETTI
MICHAEL GROSSO**

**THOMAS O'BRIEN
TRICIA PERRULLI
CARL SWALLING
LAURA TALLIA
BERNADETTE TONE
KAREN WILM**

Vehicle Aides

**LORI KELLEY
ELLEN IRIZARRY
MICHAEL GROSSO**

39. The recommendation of the Superintendent to approve the reappointment of **CUSTODIAL/MESSENGER/MAINTENANCE and TRANSPORTATION MECHANICS PERSONNEL**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMCMA Agreement. (See folder insert.)
40. The recommendation of the Superintendent to approve the reappointment of **CAFETERIA KITCHEN WORKERS**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMCWA Agreement. (See folder insert.)
41. The recommendation of the Superintendent to approve the reappointment of **CAFETERIA AIDES PERSONNEL**, effective July 1, 2018, through June 30, 2019, per Board of Education/WMCAA Agreement. (See folder insert.)

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

42. The recommendation of the Superintendent to approve the reappointment of **SCHOOL AGED CHILD CARE PERSONNEL (SACC)**, effective July 1, 2018, through June 30, 2019, per Board of Education Agreement. (See folder insert.)

43. The recommendation of the Superintendent to approve the following **SUBSTITUTE CUSTODIANS**, for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019, at an hourly rate of \$15.00:

| | |
|-----------------------|----------------------|
| BRIANNA BABCOCK | ANTONIO LOMBARDO III |
| EDWARD BENDER | JANE LOMBARDO |
| DONNA BOLLWARK | JUSTIN LOMBARDO |
| JOHN CAREY | ROBERT MANNING |
| JUAN CAZORLA | JARED MARQUARD |
| THOMAS CLOSSEY | ROBERT MARTINS |
| JUSTIN COX | ARTHUR McQUAID |
| GARY DAFFIN | DANIEL MEGLETTI |
| DZEMILE DERVISI | CHRISTOPHER MINARDI |
| SAMI DERVISI | KEVIN MURPHY |
| CATHERINE DOHM | ALEXANDER PETROWSKI |
| ELVIRA FETI | JAMES PETROWSKI |
| JASON FREDERICKS | CHRISTOPHER ROCKEY |
| JOAN MARIE FREDERICKS | ANNE SCHAPPELL |
| DARNISS FUCCI | CHARLES SISTO |
| MARK GANGI | EDMUND SOMERVILLE |
| DYLAN GIEGER | JAMES SPRAGUE |
| MICHAEL GILLEN | WESLEY SPRINGSTON |
| AARON GUARDUCCI | DORA SWACKHAMMER |
| DEBORAH HACHEY | PETER VOGT |
| JEFFREY HYDE | RICHARD WEAVER |
| CAROL JOHNSON | SHIRLEY WEAVER |
| FRED LATRONICA | JOSEPH YUHAS |
| SUSAN LEMMONS | |

44. The recommendation of the Superintendent to approve the following **HOME INSTRUCTORS**, for the 2018-2019 school year, at the hourly rate of \$38.00 - Account: 11-150-100-101-10-10-000:

| | |
|--------------------------|----------------------|
| THOMAS BALLETTTO | EDWARD MILKO |
| STEPHEN BEATTIE | PRANVERA MIRANDA |
| JACLYN BECKER | ANNA NIEWODNICZANSKA |
| CATHERINE BLOMGREN | JILL NITKINAS |
| KELLY BOMZER | MARK NOWACKI |
| ANGELA CARNAVALE | JANEL PATON |
| VINCENZA CERTOSIMO | SHIRLEY PAULINO |
| PAUL CHIESA | JOSEPH PETROSI |
| CATHLEEN COSGROVE | DEANA PEZZINO |
| KAREN DeANGELIS | SHARON PIECUCH |
| MERJEME DUFFY | KARYN REINHOLD |
| JENNIFER FEAR | LAUREN REMBRANDT |
| CYNTHIA GALLAUGHER | PAMELA ROCCISANO |
| DAVID GEROLD | LORRAINE ROSENBLATT |
| CLAIRE GRAY | CATHY SANTONACITA |
| KATHRYN HOLLEY | BETH SCHAEFFER |
| KIMBERLY HOLMSTROM | JACQUELINE SEGAL |
| MARY KENNEDY | CHRISTOPHER SHENISE |
| PAMELA KURZ | JILL SIMONS |
| LISA LUBARSKY | KRISTA TRIPODI |
| CATHERINE MELLINO MURPHY | MINDY TURNER |

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

44. (Continued)

ELIZABETH MESSANO

**KELLEY VISAGGIO
GEORGE WARREN**

NOTE: Hourly rate maybe adjusted pending the completion of contract negotiations.

46. The recommendation of the Superintendent to approve the appointment of **TYLER MAURER**, Assistant Football Coach, **HIGH SCHOOL ACTIVITY ASSIGNMENT**, at a stipend of \$7,086.00 (Step A), for the Fall 2018-2019 Athletic Season, per Board of Education/WMEA Agreement. (Replaces Maslanek) Account: 11-402-100-110-10-000

NOTE: Stipend maybe adjusted pending the completion of contract negotiations.

47. The recommendation of the Superintendent to approve the following **MACOPIN SCHOOL TEACHERS** for the 2018-2019 6th Grade Parents Presentation, at the hourly rate of \$33.00, not to exceed three (3) hours, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

**SUSAN KACZOR
RICHARD DYGOS
TRACY GENCARELLI
NICOLE GRIMSHAW
ARTHUR JOECKS**

**LISA LYONS
JAKE MATHEWS
KENNETH RYERSON
BRETT SHELBY
JOSEPH SMOLINSKI**

48. The recommendation of the Superintendent to approve the following **HIGH SCHOOL INDOOR PERCUSSION TECHNICIANS and STIPENDS** for the 2017-2018 school year - Account: 11-190-100-320-09-66-962:

| <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|------------------------|-----------------|----------------|
| LINDSAY WALSH | Marching | \$1,500.00 |
| WILLIAM TIERNEY | Bass/Snare | \$1,500.00 |
| JASON VAN DYKE | Tenor | \$1,500.00 |

49. The recommendation of the Superintendent to approve the following **NURSES/ATC CERTIFIED PERSONNEL and CLERICAL SERVICES** for the **MAY 22, JUNE 1 and 14, 2018 FALL STUDENT ATHLETIC PHYSICALS**, not to exceed four (4) hours per night (12 hours total), per Board of Education/WMEA Agreement - Account: 11-402-100-104-10-10-000:

| <u>Name</u> | <u>Position</u> | <u>Hourly Rate</u> |
|---------------------------|-----------------|--------------------|
| MEGAN CAVALLO | ATC Certified | \$33.00 |
| ANDREW LUNGER | ATC Certified | \$33.00 |
| SUE MAURER | ATC Certified | \$33.00 |
| JOANNA REILLY | Nurse | \$33.00 |
| PAMELA FENNING | Clerical | \$21.28 |
| STEPHANIE MARQUARD | Clerical | \$21.28 |
| DEBORA GABRIELE | Clerical | \$21.28 |
| AIMEE VIZZI | Clerical | \$21.28 |
| MARGARET BARKER | Clerical | \$21.28 |

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

49. (Continued)

Substitutes

BARBARA CORBETT Substitute Nurse
TRACEY DEL COLLIANO Substitute Clerical

50. The recommendation of the Superintendent to approve the following **COLLEGE STUDENTS** for the purpose of classroom observation for the 2017-2018 school year, at no cost to the district:

| <u>Student</u> | <u>College</u> | <u>School/Course</u> | <u>Timeframe</u> |
|--------------------------|-------------------------|---|-----------------------|
| CAILIN CIENKI | SUNY College at Potsdam | Special Education Marshall Hill | May 31 - June 1, 2018 |
| KATHERINE HOFFMAN | Bloomsburg University | Special/General Education Marshall Hill | 5 hours each |

ROLL CALL FOR ITEMS #1-#12, ITEMS #15-#44 AND ITEMS #46-#50:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|----------------|-------------|----------------|-------------|----------------|-------------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Yes | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes* | Mrs. Van Dyk | Yes** |

*Mr. Guarino "Abstained" to items #27 and #31.

**Mrs. Van Dyk "Abstained" to items #27, #30, #31, #39, #43 and #49.

The **MOTION PASSED.**

Motion by Mr. Cytowicz, seconded by Mr. Bailey, to approve the following agenda items #51 through 56:

- (51.) The recommendation of the Superintendent to accept, with regret, the resignation of **LYNN OBLINGER**, Secretary to the Principal, Marshall Hill School, effective July 1, 2018, for the purpose of retirement.
- (52.) The recommendation of the Superintendent to accept, with regret, the resignation of **VINCENT THURSTON JR.**, Head Custodian, Upper Greenwood Lake School, effective August 1, 2018, for the purpose of retirement.
- (53.) **RESOLVED**, that pursuant to N.J.S.A. 18A: 28-9, the Board of Education hereby abolishes one (1) Macopin Middle School secretarial position for reasons of efficiency and economy, effective July 1, 2018.
- (54.) The recommendation of the Superintendent to approve a **TRANSFER and INCREASE of TEMPORARY ASSIGNMENT** for Ellen Dougherty, from 0.5 Encore Teacher, Paradise Knoll School, to Long Term Substitute Grade 6 Teacher, Paradise Knoll School (PC#99.01.00.BZN), at the prorated salary of \$67,070.00 (MA/11), with health benefits, effective April 25, 2018, through June 30, 2018, per Board of Education/WMEA Agreement. (Replaces Marxen) Account: 11-130-100-101-10-10-103

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

(55.) The recommendation of the Superintendent to approve the following High School students as **AUDIO VISUAL/LIGHTING TECHNICIANS**, for the 2017-2018 school year, at an hourly rate not to exceed \$10.00 - Account: 11-000-262-300-17-17-000:

**NOAH DURGIN
DANIEL KEARNEY**

(56.) The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (May 2017)**, for the following **AFTER SCHOOL CLUB and ADVISORS**, Paradise Knoll School, at the hourly rate of \$33.00, for the 2017-2018 school year, per Board of Education/WMEA Agreement:

| <u>Advisor</u> | <u>Club</u> | <u>Hours</u> | <u>Payment</u> |
|-----------------------|-----------------|--------------|-----------------|
| KATIE BONFORTE | Student Council | 4 | \$132.00 |
| KAREY ELLARD | Student Council | 3 | \$ 99.00 |

NOTE: Funded through the PTA

ROLL CALL FOR ITEMS #51 THROUGH #56:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|----------------|-------------|----------------|-------------|----------------|-------------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Yes | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED** unanimously.

XIV. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mrs. Fritz, to approve the following agenda items #1 through #12:

DISCUSSION: Mr. Huber thanked administration for new courses under item #5.

1. The recommendation of the Superintendent to ratify the approval of the following adjustments to the **2017-2018 SCHOOL/DISTRICT CALENDAR**:

| | | |
|----------------|---------|----------------------------|
| March 30, 2018 | Friday | Schools in Session |
| June 25, 2018 | Monday | Macopin Promotion Ceremony |
| June 26, 2018 | Tuesday | High School Graduation |
2. The recommendation of the Superintendent to approve the **REVISED 2018-2019 SCHOOL CALENDAR**. (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the adoption of the **MARSHALL MODEL** for Teacher Evaluations for the 2018-2019 school year.
4. The recommendation of the Superintendent to approve the re-adoption of the **MLPR/MPPR** for Administrator Evaluations for the 2018-2019 school year.

XIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

5. The recommendation of the Superintendent to approve the following **CHANGES TO THE SECONDARY SCHOOL PROGRAM** for the 2018-2019 school year:

| <u>Name of Course</u> | <u>Type of Change</u> |
|----------------------------------|----------------------------|
| Conceptual Physics | New |
| Automotive III: Special Projects | New |
| Geoscience B | Title Change to Geoscience |
| Geoscience C | Title Change to Geoscience |

6. The recommendation of the Superintendent to approve the **HYATT MORRISTOWN** and **STERLING FOREST STATE PARK, TUXEDO, NEW YORK** to be added to the list of Board approved **FIELD TRIP LOCATIONS** for the 2017-2018 school year.
7. The recommendation of the Superintendent to approve an agreement with **RENAISSANCE**, Wisconsin Rapids, Wisconsin, for Educational Services in an amount not to exceed \$18,500.00, for the period of May 1, 2018, through June 30, 2019.
8. The recommendation of the Superintendent to approve a professional development services agreement with **HOUGHTON MIFFLIN HARCOURT**, Boston, Massachusetts, in an amount not to exceed \$8,000.00, for the 2017-2018 school year. Account: 11-000-223-390-10-14-000
9. The recommendation of the Superintendent to approve an agreement with **BRAINSRING**, Bloomfield Hills, Michigan, for Professional Services, in a total amount not to exceed \$66,205.00, for the 2017-2018 and 2018-2019 school years. Account: 11-000-223-390-10-14-000
10. The recommendation of the Superintendent to approve the following contract with **OTHER LOCAL EDUCATION AGENCIES** for the 2017-2018 school year, retroactive from March 29, 2018, through June 30, 2018 (annual tuition pro-rated):

| <u>Number of Students</u> | <u>Tuition</u> | <u>Placement</u> |
|---------------------------|----------------|---|
| 1 | \$21,788.00 | Union School for the Deaf and Hard of Hearing (Bergen County Special Services) Hackensack, New Jersey |
| Student ID#: 72301 | | |

11. The recommendation of the Superintendent to approve the following **HOSPITALS/MEDICAL CENTERS, CLINICS, AGENCIES** for the 2017-2018 school year:

Union County Educational Services Commission (Trinitas Regional Medical Center)

Center of Children's Behavioral Health, Inc. (CCBH)

12. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Instructional and School Support Staff at the mileage rate established by the Board. (Documentation provided electronically.)

XIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

ROLL CALL FOR ITEMS #1 THROUGH #12:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Yes | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED** unanimously.

XV. POLICY - Mr. Raymond Guarino, Chairperson

Motion by Mr. Guarino, seconded by Mrs. Dwyer, to approve the following agenda items #1 and #2:

DISCUSSION: Mr. Huber gave Board members handouts of the revised Substance Abuse Policy and Regulation, stating he did not add to the policy, but did add information to the regulation. He spoke about being on the CASA Committee and his opinion on formal intervention with parents prior to the third offense. He discussed additional information and clarifications.

Mr. Bailey asked why there were so many revisions if the Board is voting on a second reading. Mr. Roselle explained he reviewed the changes and the Policy Committee should review these revisions and make a recommendation on them. Dr. Anemone explained that the Policy Committee made a slight change to the policy, and that the Committee did not want to amend the regulation. Mr. Roselle commented once again that the revisions should go through the Policy Committee and procedure should be followed.

Mr. Guarino commented that he requested a meeting to discuss these revisions and he appreciates good conversation on these matters. Mr. Drew asked for clarification on the meeting. Mrs. Van Dyk explained there was no scheduled Policy Committee meeting, but after Mr. Guarino received a packet from Mr. Huber, he asked to have a Policy Meeting to follow Budget & Finance. Mr. Cytowicz had resigned from the Committee. Mrs. Van Dyk indicated that Mrs. Dwyer sat in on the meeting, as she was there for a prior committee meeting.

Mrs. Van Dyk asked if there was any more discussion on the policy and regulation as provided for second reading.

1. The recommendation of the Superintendent to approve the second reading of a revised **POLICY** entitled "Substance Abuse." (Code 5530) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the second reading of a revised **REGULATION** entitled "Substance Abuse." (Code 5530) (Documentation provided electronically.)

XV. POLICY - Mr. Guarino Chairperson - Continued

ROLL CALL FOR ITEMS #1 AND #2:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Yes | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED** unanimously.

XVI. COMMITTEE REPORTS/LIAISONS

Parks & Recreation - Mr. Guarino stated there was no meeting, as it was postponed due to Council business. The Committee is excited to meet the new Parks & Recreation Director, John Voli.

Safety - Mrs. Van Dyk stated there was no meeting for April, and the next meeting will be in May.

Superintendent's Roundtable - Mrs. Dwyer was not here for the March meeting and Mrs. Van Dyk attended. Mrs. Van Dyk spoke about items that were discussed, including Kindergarten enrollment.

Passaic County School Boards Association - Mrs. Van Dyk attended the March 29th Bergen and Passaic County School Boards Joint Advocacy Meeting in Hackensack. The Spring Meeting for PCSCA will be on Monday, May 21st at The Brownstone.

New Jersey School Boards Association - Mrs. Van Dyk discussed her attendance at the Leadership Training Conference with Mrs. Dwyer, as reported in her Board President's report. Mr. Cytowicz also commented he will be attending the NJSBA School Funding 101 Regional Program at Mountain Lakes High School on April 28, 2018.

Legislative - Mr. Huber - No report.

Technology Oversight - Mrs. Fritz updated the Board on the meeting of April 5th and the work done on technology infrastructure. She spoke about security and coordination with the West Milford Police Department to provide them access to school camera systems. She also spoke about looking to various vendors to obtain quotes to expand our security offering district-wide. E-Rate was discussed, a Federal program that subsidizes telecommunications. She explained it provides discounts to help schools obtain affordable telecommunications and internet access. She also spoke about general technology for the High School and Marshall Hill. Most of these items have been included in the budget.

West Milford Education Foundation - Mrs. O'Brien - No report.

XVI. COMMITTEE REPORTS/LIAISONS - Continued

Township/Board of Education Joint Committee - Mr. Cytowicz spoke about Paradise Knoll as a voting location. He has reached out to the County and the Township on this matter. Mr. Cytowicz discussed that Oak Ridge and Newfoundland do not have many public offerings to change a voting location. He spoke to the Superintendent of Elections for Passaic County, who explained why Company #2 Firehouse was not a good location and cannot be retrofitted to be a voting location. Mr. Cytowicz suggested that possibly school closing occur in the beginning of the week as opposed to the end of the week in November, and possibly using a snow day for the June primary. Mr. Cytowicz spoke about a problem with the county picking up voting booths and how schools are closed on that day. Mr. Cytowicz asked the Board to entertain a change in school closings. He also suggested that a notice be sent to Paradise Knoll parents with a statement from the Superintendent of Elections, stating why certain locations have security concerns and would not be usable for voting. Mrs. Van Dyk asked Mr. Cytowicz to make a request for a statement from the Superintendent of Elections.

CASA - Mr. Huber spoke about CASA and the Highlands Family Success Center sponsoring a Youth Mental Health First Aid Course, which received great reviews and he explained the course. Mr. Huber asked the Administration if they would review this with CASA for District staff members. Mrs. Van Dyk asked Mr. Huber to forward information on the course to Mr. Novak. Mr. Huber spoke about the Semi-Formal event at Macopin School on Friday, April 27th. Students must have a permission slip to attend. Hidden in Plain Sight will be held on Monday, April 30th, for parents in the High School Cafeteria. May 12th - Lions Health Fair at the Recreation Center; May 14th - Parents will host United for Prevention open to the public; on May 19th - Community Awareness Dinner at The Journey Church; and Narcan Training on June 13th at the West Milford Library.

XVII. OLD BUSINESS

Ms. Francisco asked the Board to think about what the next steps will be with regard to Hillcrest, and if the Board would like to market and sell the building. Mr. Roselle stated it is a real estate matter and will be discussed in Executive Session.

Ms. Francisco indicated that the LGEA walk-throughs have been completed and we are waiting for the final report. She stated Mr. Kelly did a great job and identified areas that will be addressed in the next couple of months.

Mr. Huber spoke about the written request to the Township Council, with regard to the vaping issues. Ms. Francisco stated she was advised the Township Council would be discussing it at the next meeting.

Mr. Huber spoke about the Board voting to make a formal request to the Township for Resources Officers for the High School and Macopin.

Motion by Mr. Cytowicz, seconded by Mr. Huber, to close Old Business.

VOICE VOTE:

All in Favor.

MOTION PASSED.

XVIII. NEW BUSINESS

Motion by Mr. Cytowicz, seconded by Mr. Drew, to direct the Administration to prepare a Capital Project Forecast Report providing a prioritized list of anticipated capital projects within a five year window, at the first Regular Meeting in July, 2018.

DISCUSSION: Mr. Guarino commented that he is in favor of the idea and feels it will help the Board stay on track with projects in the District. He also spoke about looking at money spent when projects close.

Mrs. Fritz spoke about Mr. Cytowicz initially proposing a ten year plan and thought it was unrealistic, but sees the benefit of specifically outlining capital projects at a high cost that lend themselves to bonding.

Mrs. Van Dyk asked if we already have a plan in place. Ms. Francisco explained that we have a long-range facility that is amended every time the District does a capital project. She further explained how the process work. Ms. Francisco spoke about implementing this forecast in September.

Motion by Mr. Cytowicz, seconded by Mr. Huber, to amend the motion to direct the Administration to prepare a Capital Project Forecast Report providing a prioritized list of anticipated capital projects within a five year window, at the Regular Meeting of August 28, 2018.

Mr. Roselle explained that if there needs to be an adjustment to the date due to Administration needing more time to prepare the forecast report, the timeline can be changed.

ROLL CALL:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Yes | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED** unanimously.

Motion by Mr. Cytowicz, seconded by Mr. Guarino, to close New Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XIX. PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS

Members of the public who have requested to speak prior to the meeting will be first with five (5) minutes for each speaker, for a period of thirty (30) minutes; and then time permitting, other public comment limited to five (5) minutes per speaker will be allowed, until the thirty (30) minute period transpires. All speakers are asked to give their full name, spell their last name, and provide their address. Speakers may not use the names of students during Public Comment.

Motion by Mr. Cytowicz, seconded by Mr. Guarino, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

XX. EXECUTIVE SESSION

At 10:27 p.m., Mr. Cytowicz made a motion, seconded by Mr. Guarino, to go into Executive Session for the purpose of discussing personnel appointments, resignations, current litigation matters, special education matters, negotiations, HIBs, real estate, and matters of attorney/client privilege.

The executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.

VOICE VOTE: All in Favor. MOTION PASSED.

The Board returned to the public session at 10:55 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

| TRUSTEE | ATTENDANCE | TRUSTEE | ATTENDANCE | TRUSTEE | ATTENDANCE |
|--------------|------------|-------------|------------|--------------|------------|
| Mr. Bailey | Present | Mrs. Dwyer | Present | Mr. Huber | Present |
| Mr. Cytowicz | Present | Mr. Guarino | Present | Mrs. O'Brien | Absent |
| Mr. Drew | Present | Mrs. Fritz | Present | Mrs. Van Dyk | Present |

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Debbie O'Brien, Chairperson

Please Note: All appointees recommended for employment will meet the New Jersey State law requirements for the criminal history review prior to start date.

Motion by Mr. Cytowicz, seconded by Mrs. Dwyer, to approve the following agenda items #13, #14 and #45:

13. The recommendation of the Superintendent to approve the appointment of **KRISTINE BOWLBY**, Receptionist, Board Office (PC#70.10.S1.BKZ), at the annual salary of \$45,000.00 (prorated), with health benefits, effective May 14, 2018, through June 30, 2018. (Replaces Sieber)
Account: 11-000-251-105-10-10-000

14. The recommendation of the Superintendent to approve an additional assignment for **KRISTINE BOWLBY**, Receptionist, Board Office not to exceed four (4) days for training, at the hourly rate of \$24.73, prior to May 14, 2018. Account: 11-000-251-105-10-10-000

45. **RESOLVED**, pursuant to N.J.S.A. 18A:29-14, that the employment and adjustment increments for Employee I.D. #3283 are hereby withheld for the 2018-2019 school year; and

BE IT FURTHER RESOLVED, that said employee's increments will not be restored in future years unless and until formal action is taken by the Board; and

BE IT FINALLY RESOLVED, that within ten (10) days, the Superintendent shall notify the employee of this action and the reasons for same.

ROLL CALL FOR ITEMS #13, #14 AND #45:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Yes | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Absent | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Yes | Mr. Guarino | Yes | Mrs. Van Dyk | Yes* |

*Mrs. Van Dyk "Abstained" to item #45.

The **MOTION PASSED**.

Mr. Bailey left the meeting at 10:57 p.m.

XIV. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mr. Cytowicz, to approve the following agenda item #13:

13. The recommendation of the Superintendent to approve the following Resolution:

WHEREAS, in accordance with the requirements set forth in P.L. 2010, Chapter 122, the West Milford Board of Education has received results of HIB investigative reports on **April 24, 2018**; therefore,

BE IT RESOLVED, that the West Milford Board of Education approves issuance of written decisions affirming, rejecting or modifying the Superintendent's determination in the following HIB investigations:

| <u>Incident Report Number</u> | <u>Board Determination</u> |
|-------------------------------|----------------------------|
| 2018/E-17 | Unsubstantiated |
| 2018/H-13 | Substantiated |
| 2018/E-18 | Unsubstantiated |
| 2018/E-19 | Unsubstantiated |
| 2018/M-2 | Unsubstantiated |
| 2018/M-3 | Substantiated |
| 2018/H-14 | Substantiated |

ROLL CALL FOR ITEM #13:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|--------------|--------|-------------|------|--------------|------|
| Mr. Bailey | Absent | Mrs. Fritz | Yes | Mr. Huber | Yes |
| Mrs. Dwyer | Yes | Mr. Drew | Yes | Mr. Cytowicz | Yes |
| Mrs. O'Brien | Absent | Mr. Guarino | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED** unanimously.

XXI. ADJOURNMENT

Motion by Mrs. Fritz, seconded by Mrs. Dwyer, to adjourn the meeting at 10:58 p.m.

VOICE VOTE:

All in Favor.

MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary