

**WEST MILFORD TOWNSHIP BOARD OF EDUCATION**  
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**BOARD OF EDUCATION  
 MINUTES  
 WORKSHOP/REGULAR MEETING  
 JANUARY 22, 2019**

Mrs. Van Dyk, Board President, called to order the Workshop/Regular 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, read the Open Public Meetings Act Statement, and 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 in the Administration Building. 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
Mrs. Romeo	Present	Mrs. Dwyer	Present	Mr. Ofshinsky	Absent/Arr. 7:47 p.m.
Mr. Cytowicz	Absent/Arr. 7:38 p.m.	Mr. Guarino	Present	Mrs. O'Brien	Present
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
Matthew Donohue, Esq.	Board of Education Attorney	Present
Kelsie Murphy	Student Representative	Present

There were approximately 20 members of the public in attendance.

VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

Dr. Anemone announced the Teachers and Education Service Professionals of the Year, for each school. The High School is Alison Scully, Special Education Teacher, and the ESP is David Gerold, Instructional Aide; Macopin is Robert Callamari, Social Studies Teacher and Tracy Gencarelli, LDT-C, Child Study Team; Apshawa is Catherine Clinton, Special Education Teacher and Rosemary Jansen, Instructional Aide; Marshall Hill is Tara Guarino, Third Grade Teacher and Christine Genardi-Fisher, Encore Teacher; Maple Road is Kristen Rosimini, Second Grade Teacher and Joanne Ayers, Instructional Aide; Paradise Knoll is Melissa Keil, Grade Five Teacher and Dana McConnell, Instructional Aide; Upper Greenwood Lake is Deena Accardi, Grade Three Teacher and Jennifer Wallin, Speech Therapist; Westbrook is Lynn Doherty, Special Education Teacher and Meghan Donegan, Reading Specialist. Dr. Anemone congratulated everyone and wished them luck at the County level.

Dr. Anemone spoke about the Science Olympiad and Robotics Teams, and stated the Science Olympiad team is growing as focus is placed on STEM areas. He also stated they are competing at a National tournament level, similar to athletics. The Macopin team ranked 13<sup>th</sup> in the competition, and the High School team finished in 19<sup>th</sup> place in the division. Individual awards went to three Macopin students.

Dr. Anemone stated there will be another Robotics demonstration at the Board of Education meeting in the next few months. He also announced the High School Robotics team just competed at Sparta High School on January 12<sup>th</sup> and finished in 44<sup>th</sup> place in the tournament, among hundreds of teams competing throughout the State. The team is in their second year of competition and congratulated all of the teachers and students involved.

Dr. Anemone discussed monthly progress towards District goals, and spoke about elementary students taking the Fountas and Pinnell benchmark reading assessment for Grades 1-6. The first baseline has been completed, the second will be completed in the Spring, and will measure the growth in Reading. He spoke about Star Math being similar, and that growth will be measured throughout the year. There will be meetings scheduled with publishing companies to look at new materials for next school year.

Dr. Anemone also announced the next Professional Day is scheduled for February 19, 2019, and highlighted the events planned for that day.

Student Representative, Kelsie Murphy, spoke about Alumni Day held on January 8, 2019. She also spoke about the Pep Rally on January 10<sup>th</sup> and about the National Honor Society partnering with "Got Sneakers" collecting donations for underprivileged children. Kelsie announced she is partnering with Varsity Club and collecting donations for the California wild fires for schools in Paradise, California. She also spoke about athletic accomplishments highlighted on our Twitter page, and the DUI re-enactment set up for June, with a letter sent to the Board of Education inviting them to the event on June 4, 2019.

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

Mr. Novak spoke about a pilot called the Student Data Dashboard. He also spoke about Link It and explained the opportunity having this data will bring to review and analyze information.

Mr. Novak welcomed Heidi Cosmi-Godau, Supervisor of Guidance, to present on college admissions and assessments. Mrs. Godau provided an overview of our students' progress and how they measure with other students in neighboring towns and the State. She highlighted the District's assessments and spoke about the college admission process.

Board members asked questions regarding the presentation. Mrs. Godau provided information to the Board on testing, creating a College Board account, AP courses, and explained that scores have been relayed as a group and individually, and can be found in Naviance.

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

Motion by Mrs. O'Brien, seconded by Mrs. Fritz, to approve the following Board of Education meeting minutes:

- December 18, 2018 - Workshop/Regular Meeting
- December 18, 2018 - Executive Session

**VOICE VOTE: Mr. Ofshinsky and Mrs. Romeo "Abstained."**

**All Others in Favor.**

**MOTION PASSED.**

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

Mrs. Van Dyk spoke about Kathy Helewa, Field Representative from New Jersey School Boards Association, who will attend the January 29, 2019, Board of Education meeting and give an Ethics Presentation for Board members.

She also announced that Board of Education member photos will be taken before the Board Meeting on Tuesday, January 29<sup>th</sup>, and that a reminder will be sent to all Board members.

Mrs. Francisco addressed Mrs. Van Dyk and commented that the Preliminary Budget Books will be distributed on January 24<sup>th</sup>.

**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.

X. PUBLIC COMMENT - AGENDA ITEMS - Continued

Glenn Huber, West Milford. Mr. Huber spoke about mental health training for the staff. He commented on the guidance presentation and policy revisions being discussed for First Reading tonight.

Erin Hahn and Jordyn Gerold, West Milford High School. The two members of the Golf Team addressed the Board explaining the reasons why a Girls Golf Team should be established. They expressed their gratitude to the Board for providing them the opportunity to compete in county, conference and state tournaments, and spoke about the last two years of participating on the Golf Team. They thanked Mr. McClurg for volunteering to coach the girls the last two years, and thanked the Board for their consideration.

Motion by Mrs. O'Brien, seconded by Mr. Ofshinsky, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

XI. MOTION BY MRS. DWYER, SECONDED BY MRS. O'BRIEN, TO ADOPT THE AGENDA, AS PRESENTED.

VOICE VOTE: All in Favor. MOTION PASSED.

XII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #5:

- 1. The recommendation of the Superintendent to approve the following HIGH SCHOOL OVERNIGHT FIELD TRIPS for the 2018-2019 school year:

INDOOR COLOR GUARD

Purpose of Trip: Winter Guard International Color Guard Regional Competition

Location: Boston, Massachusetts  
Dates of Trip: February 15-17, 2019  
Number of Students: 15  
Cost of Trip to Students: \$520.00  
Name of Advisor: Peter Shaver  
Number of School Days Missed: 1  
Number of Chaperones: 4  
Cost to District: \$0

NOTE: All transportation, student and chaperone fees are included in the total cost of the trip.

XII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

1. (Continued)

MODEL UN

Purpose of Trip: Rider University Model Congress Conference

Location:	Lawrenceville, New Jersey
Dates of Trip:	March 21-22, 2019
Number of Students:	11
Cost of Trip to Students:	\$155.00
Name of Advisor:	Joseph Smolinski
Number of School Days Missed:	2
Number of Chaperones:	1
Cost to District:	\$0

NOTE: All transportation, student and chaperone fees are included in the total cost of the trip.

INDOOR COLOR GUARD

Purpose of Trip: Winter Guard International World Championship Competition

Location:	Miamisburg, Ohio
Dates of Trip:	April 2-6, 2019
Number of Students:	15
Cost of Trip to Students:	\$990.00
Name of Advisor:	Peter Shaver
Number of School Days Missed:	3
Number of Chaperones:	4
Cost to District:	\$0

NOTE: All transportation, student and chaperone fees are included in the total cost of the trip.

2. The recommendation of the Superintendent to approve the **CBS BROADCAST CENTER, NEW YORK**, to be added to the list of Board approved **FIELD TRIP LOCATIONS** for the 2018-2019 school year (TV Science Class).

3. The recommendation of the Superintendent to approve an **addition to a previously approved motion (May 2018)** the following **HOSPITALS/MEDICAL CENTERS, CLINICS and AGENCIES** for the 2018-2019 school year:

Hospitals/Medical Centers, Consultants, Clinics and Agencies

Talent Stock LLC

4. The recommendation of the Superintendent to approve **EXTRA THERAPIES** with **BERGEN COUNTY SPECIAL SERVICES**, as needed, per student's IEP for the 2018-2019 school year, not to exceed \$20,000.00:

Student #'s: 63855, 67651, 72301, 71330, 67408

5. 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.)

**XII. EDUCATION - Mrs. Dwyer, Chairperson - Continued**

**ROLL CALL FOR ITEMS #1 THROUGH #5:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mr. Ofshinsky	Yes	Mr. Cytowicz	Yes
Mrs. Fritz	Yes	Mrs. O'Brien	Yes	Mr. Guarino	Yes
Mr. Drew	Yes	Mrs. Romeo	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED** unanimously.

**XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Nicole Fritz, 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 Mrs. Fritz, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #6 and items #8 through #24:

Motion by Mr. Drew, seconded by Mr. Cytowicz, to postpone item #7 until after Executive Session.

**ROLL CALL:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Cytowicz	Yes	Mrs. Fritz	Yes	Mr. Ofshinsky	Yes
Mr. Drew	Yes	Mr. Guarino	Yes	Mrs. Romeo	Yes
Mrs. Dwyer	Yes	Mrs. O'Brien	No	Mrs. Van Dyk	Yes

The **MOTION PASSED**. **Item #7 was postponed until after Executive Session.**

**DISCUSSION:** Mrs. Van Dyk spoke about the retirees, thanked them for their service, and wished them well. Mrs. Van Dyk also commented on item #23, the two volunteers, and thanked them.

1. The recommendation of the Superintendent to accept, with regret, the resignation of **GLORIA VELEBIR**, Special Education Teacher (Resource Center), Paradise Knoll and Upper Greenwood Lake Schools, effective June 30, 2019, for the purpose of retirement.
2. The recommendation of the Superintendent to accept, with regret, the resignation of **MARYANN SMOLINSKI**, Special Use Vehicle Driver, Transportation, effective June 30, 2019, for the purpose of retirement.
3. The recommendation of the Superintendent to accept, with regret, the resignation of **SUSAN LEMMONS**, Assistant Head Cook, High School, effective March 1, 2019, for the purpose of retirement.
4. The recommendation of the Superintendent to accept the resignation of **JESSICA FORD**, Cafeteria Aide, Marshall Hill School, retroactive from January 4, 2019.

**XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued**

5. The recommendation of the Superintendent to approve the appointment of **NINA PEARSALL**, Supervisor of Special Services PreK-12, District-wide (PC#15.09.P4.BLW), at the annual salary of \$110,000.00 (prorated), with health benefits, effective March 18, 2019, or upon release from present employer, through June 30, 2019, per Board of Education Agreement/WMPSA Agreement. (Replaces Mendez) Account: 11-000-221-102-10-10-143
  
6. The recommendation of the Superintendent to approve the appointment of **KATHLEEN EDER**, Cafeteria Aide, Macopin School (PC#30.08.F4.BAS), at the annual salary of \$6,788.00 (prorated), without health benefits, effective February 4, 2019, through June 30, 2019, per Board of Education/WMCAA Agreement. (Replaces Moore) Account: 11-000-262-107-10-10-000
  
8. The recommendation of the Superintendent to approve the following additions to the non-certified personnel list of **SUBSTITUTE SECRETARIES/BUILDING AIDES/CAFETERIA AIDES/SPECIAL CLASS AIDES/SACC AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS & VEHICLE AIDES** for the 2018-2019 school year, effective January 23, 2019, through June 30, 2019:

**JOSEPH KRONYAK** (SACC Aide)  
**LORI KANE** (Special Class & Cafeteria Aides)  
**NICHOLAS McGOVERN** (Custodial)  
**CARA ALLISON** (Special Class, Cafeteria & Building Aides/Secretary)

9. The recommendation of the Superintendent to approve a leave of absence for **SAMANTHA SCHWARTZ**, Family Consumer Science Teacher, High School, with pay using sick days effective April 2, 2019, through April 30, 2019, then without pay under the Family Medical Leave Act effective May 1, 2019, through June 30, 2019. (Maternity/Child Rearing)

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

10. The recommendation of the Superintendent to approve an **INCREASE OF ASSIGNMENT** for **STACY LAHEY-SPADACCINI**, for the 2018-2019 school year, without health benefits, retroactive from January 1, 2019, through June 30, 2019 - (Replaces Montano) Account: 62-990-320-101-10-10-403:

<u>Title</u>	<u>School</u>	<u>Payment</u>
Head Child Care Provider (A.M.)	Apshawa School	\$ 5,993.00
Child Care Provider (P.M.)	Paradise Knoll & Maple Road Schools	\$13,330.00

11. The recommendation of the Superintendent to **RESCIND** the appointment of **LORETTA HAGEN**, Vehicle Aide, Transportation (PC#25.18.T5.CDV), four (4) hours/day, at the hourly rate of \$11.00, without health benefits, retroactive from October 17, 2018, through June 30, 2019, per Board of Education Agreement. (New Position) Account: 11-000-270-161-10-10-000

**XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued**

12. The recommendation of the Superintendent to approve the following **ADDITIONS** to the list of **HOME INSTRUCTORS**, at the hourly rate of \$39.00, for the 2018-2019 school year - Account: 11-150-100-101-10-10-000:

<u>Teacher</u>	<u>Certification</u>
<b>GREGORY GALLET</b>	Social Studies, Special Education, K-12
<b>SAMANTHA FODOR</b>	Social Studies, Special Education, K-12

13. The recommendation of the Superintendent to approve **PETER SHAVER**, Photographer, for the Board of Education, at the hourly rate of \$34.00, not to exceed two (2) hours, for the 2018-2019 school year. Account: 11-401-100-110-10-10-000

14. The recommendation of the Superintendent to approve **KELLY FRASCA**, as Advisor to the **AFTER SCHOOL STUDENT ACTIVITY STEM CLUB**, Paradise Knoll School, for the 2018-2019 school year, at the hourly rate of \$34.00, not to exceed 15 hours, per Board of Education/WMEA Agreement. (Replaces Leslie) Account: 11-401-100-110-10-10-000

15. The recommendation of the Superintendent to approve the following **AFTER SCHOOL STUDENT ACTIVITY CLUB and ADVISORS**, Apshawa School, at the hourly rate of \$34.00, for the 2018-2019 school year, per Board of Education/WMEA Agreement:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
<b>MICHAEL KOGER</b>	Intramurals	6	\$204.00
<b>MARLO RAMBOWSKI</b>	Intramurals	6	\$204.00

NOTE: Funded through the PTA

16. The recommendation of the Superintendent to approve the following **ELEMENTARY AFTER SCHOOL HISTORY CLUB ADVISORS**, for the 2018-2019 school year, at the hourly rate of \$34.00, not to exceed 13 hours per Advisor, per Board of Education/WMEA Agreement - Account: 11-401-100-101-10-10-000:

<u>Advisor</u>	<u>School</u>
<b>LISA LAVIANO</b>	Apshawa
<b>JACLYN BECKER</b>	Apshawa
<b>JENNIFER BALOGH</b>	Maple Road
<b>ALEXANDRA HEFFERON</b>	Marshall Hill
<b>DIANNE BYERS</b>	Paradise Knoll
<b>MELISSA KEIL</b>	Paradise Knoll
<b>JOHANNA ARCHER</b>	Upper Greenwood Lake
<b>MINDY TURNER</b>	Upper Greenwood Lake
<b>HOLLIE MILLER</b>	Westbrook
<b>DEBORAH KRUEGER</b>	Westbrook



**XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued**

17. The recommendation of the Superintendent to approve the following **ELEMENTARY AFTER SCHOOL STUDENT ACTIVITY CLUBS and ADVISORS**, for the 2018-2019 school year, at the hourly rate of \$34.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-103 - ESEA Title I Grant:

<u>Advisor</u>	<u>School</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
MAUREEN KELLY	Westbrook	Word Games, Etc.	5.2	\$176.80
SUZANNE OESTERLE	Westbrook	Word Games, Etc.	5.2	\$176.80
JILL SIMONS	Westbrook	Phonics	7.0	\$238.00
DIANE PIZZULO	Westbrook	Phonics	7.0	\$238.00
JODIE COMUNE	Westbrook	Book	5.2	\$176.80
SUZANNE OESTERLE	Westbrook	Book	5.2	\$176.80
ERIN BRANAGAN	Marshall Hill	Eagle Scholars	6.5	\$221.00
ELLEN COMERFORD	Marshall Hill	Eagle Scholars	5.5	\$187.00
CATHY SANTONACITA	Marshall Hill	Eagle Scholars	5.5	\$187.00
ALICE SUSKA	Marshall Hill	Eagle Scholars	5.5	\$187.00
ALEXANDRA HEFFERON	Marshall Hill	Eagle Scholars	5.5	\$187.00
CHRISTINE GENARDI-FISHER	Marshall Hill	Eagle Scholars	6.5	\$221.00
KARYN REINHOLD	Marshall Hill	Eagle Scholars	6.5	\$221.00
MERJEME DUFFY	Marshall Hill	Eagle Scholars	3.0	\$102.00
DANIELLE POST	UGL	Math	20.0	\$680.00
MINDY TURNER	UGL	Math	20.0	\$680.00
MELISSA BERGH	UGL	Math	8.0	\$272.00
MICHAEL KOGER	Apshawa	Brain Gym	12.0	\$408.00
MARLO RAMBOWSKI	Apshawa	Brain Gym	12.0	\$408.00
JULIANNE McCALL-BRAMLEY	Apshawa	Sunset Scholars 3	9.0	\$306.00
SAMANTHA PETTORINI	Apshawa	Sunset Scholars 3	9.0	\$306.00
ROSEMARY JANSEN	Apshawa	Sunset Scholars 3	9.0	\$306.00

NOTE: Funded through ESEA Title I Grant

18. The recommendation of the Superintendent to approve the following **FAMILY LITERACY NIGHTS and ADVISORS**, for the 2018-2019 school year, at the hourly rate of \$34.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-103 - ESEA Title I Grant:

Advisor

Upper Greenwood Lake

Per Advisor - 4 Hours, \$136.00 Stipend

KAREN FUSCO	JANE MERRITT
TINA THOMPSON	KELLY COMERFORD
SARAH SCHENK	MEGAN HATEM
HEATHER TERRY-EGLI	MELISSA BERGH
DANIELLE POST	KIMBERLY WALKER
MINDY TURNER	JOHANNA ARCHER
DEENA ACCARDI	

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

18. (Continued)

Advisor

Marshall Hill

Per Advisor - 3.5 Hours, \$119.00 Stipend

<b>MAUREEN MULLIGAN</b>	<b>ERIN BRANAGAN</b>
<b>JULIE CANGIALOSI</b>	<b>KARYN REINHOLD</b>
<b>ALEXANDRA HEFFERON</b>	<b>CATHY SANTONACITA</b>
<b>KATHRYN HESS</b>	<b>CHRISTINE GENARDI-FISHER</b>
<b>JONATHAN RUSSO</b>	<b>ELLEN COMERFORD</b>
<b>JESSICA ZIEGENBALG</b>	<b>CATHY HIESTER</b>

Apschawa

Per Advisor - 4 Hours, \$136.00 Stipend

<b>JULIANNE McCALL-BRAMLEY</b>	<b>KAREN McCOURT</b>
<b>AMY METT</b>	<b>PETRINA VALESE</b>
<b>KRISTA BASILE</b>	<b>MICHELLE DeVOID</b>

NOTE: Funded through ESEA Title I Grant

19. The recommendation of the Superintendent to approve the following **MACOPIN SCHOOL STUDENT ACTIVITY MATH CLUB and ADVISORS** for the 2018-2019 school year, at the hourly rate of \$34.00, not to exceed 54 hours at a stipend of \$1,836.00 per advisor, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-103 - ESEA Title I Grant:

Advisor

<b>JAKE MATHEWS</b>	<b>KRISTA TRIPODI</b>
<b>CHRISTIAN CONWAY</b>	<b>SAMANTHA BAIETTI</b>
<b>JOANN VENTOLO</b>	<b>ANNA NIEWODNICZANSKA</b>
<b>KIRA LAYTON</b>	<b>KARI PORTMAN</b>
<b>LAURIE SESAK</b>	<b>NIRUSHA SRISHAN</b>
<b>DAWN MAGIE</b>	<b>MELISSA WELCH</b>

NOTE: Funded through ESEA Title I Grant

20. The recommendation of the Superintendent to approve the following **MENTOR TEACHER PAYMENT** for the 2018-2019 school year:

<u>Provisional</u> <u>Teacher</u>	<u>Mentor</u> <u>Payment</u>	<u>Mentor</u> <u>Teacher</u>
<b>GABRIELLA CARPUTO</b>	\$500.00	Vincenza Certosimo

NOTE: The payment is made by the Provisional Teacher to the Mentor Teacher. There is no cost to the Board.

21. The recommendation of the Superintendent to approve **COURTNEY GREULICH** to **INTERN** with Stephanie Primavera, Principal, Apschawa School, for one (1) day in the 2018-2019 school year, at no cost to the District.

**XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued**

22. The recommendation of the Superintendent to approve the following **COLLEGE STUDENT** for the purpose of clinical observation for the 2018-2019 school year, at no cost to the District:

<u>Student</u>	<u>College</u>	<u>Course</u>	<u>Timeframe</u>
LAUREN CONLON	New York University	Speech	January 29 - March 29, 2019 15 hours

23. The recommendation of the Superintendent to approve the following **VOLUNTEERS** to the **STUDENT ACTIVITY PROGRAMS** for the 2018-2019 school year:

<u>Name</u>	<u>School</u>	<u>Assignment</u>
WILLIAM SCLAFANI	High School	Bagpipes
BRUCE BIALKIN	High School	Boys Lacrosse

NOTE: The District will reimburse for the clearance process.

24. The recommendation of the Superintendent to approve the following **JOB DESCRIPTION:** (Documentation provided electronically.)

**IN-SCHOOL SUSPENSION** (Revised)

**ROLL CALL FOR ITEMS #1 THROUGH #6 AND ITEMS #8 THROUGH #24:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mrs. Dwyer	Yes	Mr. Ofshinsky	Yes	Mr. Cytowicz	Yes
Mrs. Fritz	Yes	Mrs. O'Brien	Yes	Mr. Guarino	Yes
Mr. Drew	Yes	Mrs. Romeo	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED** unanimously.

**DISCUSSION:** Dr. Anemone welcomed Ms. Pearsall, the new Supervisor of Special Services. Ms. Pearsall addressed the Board and stated she looks forward to working with the students and staff, and thanked the Board for the opportunity.

**XIV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Ray Guarino, Chairperson**

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #11:

**DISCUSSION:** Mr. Drew inquired about item #3, and if a lower priced vehicle would be appropriate. Mrs. Francisco provided information on this in the Committee minutes, and explained the Transportation and Operations Departments are swapping vehicles, so there is only a need to purchase one vehicle.

Mrs. Dwyer pointed out that a Girls Golf Team is very beneficial to the students and explained why. Mrs. Van Dyk commented that she was not aware of the disadvantage in participating on a co-ed team, and she will be supporting this.

XIV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS -  
Mr. Guarino, Chairperson - Continued

1. The recommendation of the Superintendent to approve a Lease Renewal and Rider between the West Milford Board of Education and **OUR LADY QUEEN OF PEACE CHURCH**, for the lease of classroom space for the 2019-2020 school year, for a total annual rental of \$60,832.80 (\$5,069.40 per month), in accordance with the terms agreed upon in the Addendum to the Lease Agreement.
2. The recommendation of the Superintendent to accept a proposal from **ZONAR**, Seattle, Washington, for the purchase of a GPS Activation System and Electronic Inspection Device for the Transportation Department, in the amount of \$21,667.17. (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the purchase of a 2019 Ford F-450 Mason Dump Truck for the Operations Department, from **BEYER FORD**, Morristown, New Jersey, in the amount of \$64,624.00, through State Contract #A88214, and to lease/finance said purchase through **MUNICIPAL CAPITAL FINANCE**, Allentown, Pennsylvania, with a three (3) year lease purchase term. (Documentation provided electronically.)
4. The recommendation to the Superintendent to approve **CHANGE ORDER #001** to the Maple Road Roof Replacement Contract with **SAFeway CONTRACTING, INC.**, Kenilworth, New Jersey, to adjust the scope of work, for a total decrease of \$58,000.00, to be deducted from the approved original contract of \$1,256,000.00, for a new contract amount of \$1,198,000.00. (Documentation provided electronically.)
5. The recommendation to the Superintendent to approve a **CHANGE ORDER** to the High School Grandstand/Bleacher Replacement Contract with **ZN CONSTRUCTION, LLC**, Elmwood Park, New Jersey, for a total increase of \$25,000.00 to be deducted from the \$25,000.00 allowance in contract.
6. The recommendation of the Superintendent to approve the cancellation of a **PARENTAL CONTRACT**, transporting one (1) West Milford student (ID#71910) to **1<sup>st</sup> CEREBRAL PALSY OF NEW JERSEY**, Belleville, New Jersey, retroactive from November 30, 2018.
7. The recommendation of the Superintendent to approve a **PARENTAL CONTRACT**, to transport one (1) West Milford student (ID#71910) to **1<sup>st</sup> CEREBRAL PALSY OF NEW JERSEY**, Belleville, New Jersey, retroactive from December 3, 2018, through June 30, 2019, for 127 days, at a per diem cost of \$75.95, for a total cost of \$9,645.65.
8. The recommendation of the Superintendent to approve an agreement between the **TOWNSHIP OF WEST MILFORD** and the **WEST MILFORD BOARD OF EDUCATION** for the use of McCormack Field, Dygos Field, and district parking locations for the West Milford Community Services and Recreation Fireworks event to be held on Wednesday, July 3, 2019 (rain date July 5, 2019).
9. The recommendation of the Superintendent to establish the **WEST MILFORD TOWNSHIP HIGH SCHOOL VARSITY GIRLS GOLF TEAM**, to be effective Spring Season 2018-2019, under the rules and regulations of the New Jersey State Interscholastic Athletic Association (NJSIAA), Passaic County Coaches Association (PCCA), and Big North Conference.

**XIV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Guarino, Chairperson - Continued**

10. The recommendation of the Superintendent to approve payments to the following employees for participation in the **HEALTH BENEFITS INCENTIVE PROGRAM** - Account: 11-000-291-270-10-13-000:

<u>Employee</u>	<u>December 2018</u>	<u>June 2019</u>
BRIANNA BABCOCK	\$ 0.00	\$ 500.00
MELISSA BERGH	\$1,000.00	\$1,000.00
JENNIFER CASPERSON	\$1,000.00	\$1,000.00
SCARLY ELMERA	\$1,000.00	\$1,000.00
BRIAN LESLIE	\$1,000.00	\$ 0.00
DEBORAH MALATAK	\$1,000.00	\$1,000.00
DANIELLE QUIGLEY	\$ 0.00	\$1,000.00
DEBRA REDDING	\$1,000.00	\$1,000.00
ALISON SCULLY	\$1,000.00	\$1,000.00
CATHERINE SIGNORELLI	\$1,000.00	\$1,000.00
KIMBERLY ZACKAROFF	\$1,000.00	\$1,000.00

11. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Board Office and Transportation staff at the mileage rate established by the Board. (Documentation provided electronically.)

**ROLL CALL FOR ITEMS #1 THROUGH #11:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mrs. Romeo	Yes	Mr. Ofshinsky	Yes	Mrs. Dwyer	Yes
Mrs. O'Brien	Yes	Mrs. Fritz	Yes	Mr. Cytowicz	Yes*
Mr. Guarino	Yes	Mr. Drew	Yes	Mrs. Van Dyk	Yes

\*Mr. Cytowicz voted "No" to item #3.

The **MOTION PASSED.**

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda item #12:

12. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **January 22, 2019**, in the amount of \$3,283,196.05. (Documentation provided electronically.)

**ROLL CALL FOR ITEM #12:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mrs. Fritz	Yes	Mrs. Dwyer	Yes	Mrs. Romeo	Yes
Mr. Guarino	Yes	Mrs. O'Brien	Yes	Mr. Cytowicz	Yes
Mr. Drew	Yes	Mr. Ofshinsky	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda item #13:

**XIV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Guarino, Chairperson - Continued**

13. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **January 22, 2019**:

**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 **2018-2019** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$240,461.00.

**ROLL CALL FOR ITEM #13:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. O'Brien	Yes	Mrs. Dwyer	Yes	Mr. Drew	Yes
Mrs. Romeo	Yes	Mrs. Fritz	Yes	Mr. Cytowicz	Yes
Mr. Guarino	Yes	Mr. Ofshinsky	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED**.

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda item #14:

14. The recommendation of the Superintendent to approve the **PAYROLL** of January 15, 2018, in the amount of \$4,459,657.05. (Documentation provided electronically.)

**ROLL CALL FOR ITEM #14:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mr. Drew	Yes	Mrs. O'Brien	Yes
Mr. Guarino	Abstain	Mr. Ofshinsky	Yes	Mrs. Romeo	Yes
Mr. Cytowicz	Yes	Mrs. Fritz	Yes	Mrs. Van Dyk	Abstain

The **MOTION PASSED**.

Motion by Mr. Guarino, seconded by Mrs. Fritz, to approve the following agenda item #15:

**DISCUSSION:** Mr. Drew inquired about the closing of final numbers for the 2017-2018 school year. Ms. Francisco explained the process from the State and anticipates the audit presentation being conducted at the Regular Board meeting in February.

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

**WHEREAS**, the Agenda file of **January 22, 2019** Workshop/Regular Meeting of the Board contains the A148 Report of the Secretary and the A149 Treasurer's Monthly Report; and

XIV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Guarino, Chairperson - Continued

15. (Continued)

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

\$10,996,290.17 as of November 30, 2018; therefore

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

**ROLL CALL FOR ITEM #15:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mr. Drew	Yes	Mrs. O'Brien	Yes
Mr. Guarino	Yes	Mr. Ofshinsky	Yes	Mrs. Romeo	Yes
Mr. Cytowicz	Yes	Mrs. Fritz	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED**.

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

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

**RESOLVED**, that the Board certify as of November 30, 2018, after review of the Secretary's Monthly Report (A-148) 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.

**ROLL CALL FOR ITEM #16:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mrs. O'Brien	Yes	Mr. Guarino	Yes
Mrs. Romeo	Yes	Mrs. Fritz	Yes	Mr. Cytowicz	Yes
Mr. Drew	Yes	Mr. Ofshinsky	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED**.

XV. POLICY - Mrs. Debbie O'Brien, Chairperson

**DISCUSSION:** Mrs. O'Brien and Mrs. Van Dyk inquired as to whether the policies can be moved forward. Mr. Donohue explained regarding the Sunshine Act, that these policies are for first reading and do not have to be released to the public until the second reading. He further explained it is at that meeting where the policies will go into effect, and Public Comment should be at that time.

**XV. POLICY - Mrs. O'Brien, Chairperson - Continued**

Motion by Mrs. O'Brien, seconded by Mr. Guarino, to approve the following agenda items #1 through #5:

Mr. Cytowicz inquired about item #2, Bylaw 0164, and read a statement regarding changes to Bylaws of the Board of Education. Mr. Cytowicz also spoke about the change regarding the use of Robert's Rules, and his opposition of the change.

Mr. Drew also discussed the change on item #2 regarding Robert's Rules and would like the rules that will be used in writing.

Mrs. Romeo asked for a vote on item #2 to take place after Executive Session. Mr. Donohue explained that it is not something that is discussed in Executive Session. Board members and Mr. Donohue had further discussion regarding the recommendation of the change of the Bylaw and Robert's Rules.

1. The recommendation of the Superintendent to approve the first reading of a revised **BYLAW** entitled "Board Committees." (Code 0155) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the first reading of a revised **BYLAW** entitled "Conduct of Board Meetings." (Code 0164) (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the first reading of a revised **BYLAW** entitled "Public Participation in Board Meetings." (Code 0167) (Documentation provided electronically.)
4. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "Organizational Chart." (Code 1110) (Documentation provided electronically.)
5. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting." (Code 7650) (Documentation provided electronically.)

**ROLL CALL FOR ITEMS #1 THROUGH #5:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Ofshinsky	Yes*	Mr. Guarino	Yes	Mrs. Romeo	Yes
Mrs. Dwyer	Yes	Mrs. O'Brien	Yes	Mr. Cytowicz	Yes*
Mr. Drew	Yes*	Mrs. Fritz	Yes	Mrs. Van Dyk	Yes

\*Mr. Ofshinsky, Mr. Drew, and Mr. Cytowicz voted "No" to item #2.

The **MOTION PASSED.**





**XVIII. NEW BUSINESS - Continued**

**WHEREAS**, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

**WHEREAS**, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

**WHEREAS**, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

**WHEREAS**, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

**RESOLVED**, That the West Milford Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2019 as **SCHOOL BOARD RECOGNITION MONTH**; and be it further

**RESOLVED**, That the West Milford Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

**VOICE VOTE: Mr. Drew "Abstained."  
All Others in Favor. MOTION PASSED.**

**DISCUSSION:** Dr. Anemone thanked the Board for all of their hard work on behalf of the students, parents, and staff members.

Motion by Mr. Cytowicz, seconded by Mr. Drew, for the Administration to prepare a Request for Information for a Demographic Study within sixty (60) calendar days from the passing of this resolution; the criteria of the study shall be determined by the Administration and be presented to a committee of the whole prior to the official RFI for a Demographic Study.

**DISCUSSION:** Mr. Cytowicz discussed the reasons why he is recommending a Demographic Study be done for the District.

Board members discussed the motion and questioned why there has been no previous discussion before a motion from the floor. Mr. Cytowicz offered to table the motion and discuss it under Old Business at the next meeting.

Mrs. Fritz commented this should be discussed in Committee, reviewing more information and costs involved.

Motion by Mr. Cytowicz, to refer this Demographic Study to the Budget & Finance/Transportation/Operations/Capital Improvements Committee. The motion was not seconded.

Mr. Drew commented on Mr. Cytowicz amending the motion and considering a different motion while in discussion on the first motion. He stated he is interested in how much it will cost and how long it will take to do the study, and he will vote against taking immediate action on the original motion.

**XVIII. NEW BUSINESS - Continued**

**ROLL CALL:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Cytowicz	Yes	Mrs. Fritz	No	Mr. Ofshinsky	No
Mr. Drew	No	Mr. Guarino	No	Mrs. Romeo	No
Mrs. Dwyer	No	Mrs. O'Brien	No	Mrs. Van Dyk	No

The **MOTION FAILED.**

Mr. Drew requested that the Demographic Study be reviewed by the Education Committee and the Budget & Finance/Transportation/Operations/Capital Improvements Committee and presented to the Board with how much it will cost and how long it will take to complete.

Mrs. Van Dyk spoke about what the Board should discuss during Old Business and New Business, and how a motion or resolution may not pass due to a lack of information for the Board to consider. Mrs. Van Dyk thanked Mr. Cytowicz and Mr. Drew for the discussion.

Motion by Mrs. O'Brien, seconded by Mr. Ofshinsky, 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 Mrs. O'Brien, seconded by Mrs. Dwyer, to close Public Comment.

**VOICE VOTE: All in Favor. MOTION PASSED.**

**XX. EXECUTIVE SESSION**

At 9:05 p.m., Mrs. O'Brien made a motion, seconded by Mrs. Romeo, to go into Executive Session for the purpose of discussing personnel appointments, resignations, current litigation matters, special education matters, HIBs, Hillcrest, 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 meeting at 9:34 p.m.

**XX. EXECUTIVE SESSION - Continued**

**ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:**

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mrs. Romeo	Present	Mrs. Dwyer	Present	Mr. Ofshinsky	Present
Mr. Cytowicz	Present	Mrs. Fritz	Present	Mrs. O'Brien	Present
Mr. Drew	Present	Mr. Guarino	Present	Mrs. Van Dyk	Present

**XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Nicole Fritz, 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 Mrs. Fritz, seconded by Mrs. O'Brien, to approve the following agenda item #7:

- The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/ COACHES/NURSES/SPECIAL PROJECTS** for the 2018-2019 school year, effective January 23, 2019, through June 30, 2019:

- RYAN SHAFER** (Teacher)
- ARIANNA MCGUINNESS** (Teacher)
- KATHRYN EVANS** (Teacher)
- MELISSA MALEC** (Teacher)
- JUSTINE WEBB** (Teacher)
- PEYTON PORCH** (Teacher)
- PATRICIA DUNHAM** (Teacher)
- HEATHER TODD-SCHLIEPER** (Teacher)

**ROLL CALL FOR ITEM #7:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Cytowicz	Yes	Mrs. Fritz	Yes	Mr. Ofshinsky	Yes
Mr. Drew	Yes	Mr. Guarino	Yes	Mrs. Romeo	Yes
Mrs. Dwyer	Yes	Mrs. O'Brien	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED** unanimously.

**XII. EDUCATION - Mrs. Teresa Dwyer, Chairperson**

Motion by Mrs. Dwyer, seconded by Mrs. Fritz, to approve the following agenda item #6:

- 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 **January 22, 2019**; therefore,

**XII. EDUCATION - Mrs. Dwyer, Chairperson - Continued**

6. (Continued)

**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 investigation:

<u>Incident Report Number</u>	<u>Board Determination</u>
2019/E-4	Unsubstantiated

**ROLL CALL FOR ITEM #6:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Fritz	Yes	Mrs. Dwyer	Yes	Mrs. Romeo	Yes
Mr. Guarino	Yes	Mrs. O'Brien	Yes	Mr. Cytowicz	Yes
Mr. Drew	Yes	Mr. Ofshinsky	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED** unanimously.

**XXI. ADJOURNMENT**

Motion by Mr. Drew, seconded by Mr. Guarino, to adjourn the meeting at 9:36 p.m.

**VOICE VOTE: All in Favor. MOTION PASSED.**

Respectfully submitted,

**Barbara Francisco**  
Board Secretary