

WEST MILFORD TOWNSHIP BOARD OF EDUCATION  
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**BOARD OF EDUCATION  
 MINUTES  
 WORKSHOP/REGULAR MEETING  
 APRIL 23, 2013**

Mr. David Richards, Board President, called to order the Workshop/Regular Meeting of the Board of Education on April 23, 2013, at 7:31 p.m. The meeting was held in the Westbrook School Media Center. He led the flag salute, read the Open Public Meetings Act Statement and asked for a moment of silence for the victims of West Texas and Boston. Mr. Richards reminded everyone in attendance to silence or turn off their cell phones and note the locations of the emergency exits. The Board reserved the right to act on any and all agenda items.

**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, Aim West Milford, the Messenger, West Milford Town Hall, the County Superintendent's Office, the Board Attorney, and Cablevision of Warwick; and posted in the Administration Building with a copy in the district's monitoring files. 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. Babbitt	Present	Mr. Foody	Present	Mr. Richards	Present
Mr. Bailey	Present	Mr. Gottlieb	Present	Mrs. Richards	Present
Mr. Conlon	Present	Mrs. Koeppe	Present	Mrs. Schultz	Present

ADMINISTRATION	POSITION	ATTENDANCE
Dr. James V. McLaughlin	Superintendent of Schools	Present
Ms. Barbara Francisco	Board Secretary/Business Administrator	Present
Ms. Iris Wechling	Director of Education	Present
Mrs. Alice Steinheimer	Director of Special Services	Present
Joseph L. Roselle, Esq.	Board of Education Attorney	Present
Katie Schiller	Student Representative	Present

There were approximately 25 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

Motion by Mr. Conlon, seconded by Mrs. Schultz, to approve the following Resolution:

**RESOLVED**, that the Board go into Executive Session at approximately 9:00 p.m., for approximately 90 minutes, for the purpose of discussing the Community School, Food Services, the Superintendent's Evaluation, litigation, negotiations, personnel and student matters.

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.**

VII. SUPERINTENDENT'S REPORT - Dr. James V. McLaughlin

- Katie Schiller, Student Representative, reported on the Cablethon to support Project Graduation and presented a three minute video. Over \$16,000 was raised.

She reported that students from the TV Science class won a number of awards at the Passaic County Film Festival. She also spoke about the pizza fundraiser for the Highlander Band, the College Fair, SAT Boot Camp and the "Gift of Life" fundraiser currently being held by the Interact Club.

- Dr. McLaughlin recognized Norma Bozenmayer, Maxine Farrell, Patricia Maglio, Rosemary Rescigno, Frances Sarnella, Gregory Sheremeta and Sandra Schultz - all of whom are listed on the agenda for the purpose of retirement. These staff members have served the district and its students faithfully for a combined total of 199 years. He saluted all of them for their dedication and commitment.

He also recognized Dr. Jeanne Apyrasz for her years of leadership service to West Milford both as a supervisor and principal. He wished her every success as she moves on to her new position as the Superintendent of the Sussex-Wantage Schools.

- Dr. McLaughlin announced that Karen Johnson, West Milford's Teacher of the Year, has been selected as Passaic County's Teacher of the Year. She will now be considered as a finalist for the NJ State Teacher of the Year. West Milford is fortunate to have teachers of her caliber. He was proud to note that our district teachers have been selected for county recognition five years consecutively. Parents and students are being taught by New Jersey's finest teachers.
- Dr. McLaughlin reported that Mr. Todd Flora, Executive County Superintendent of Schools, announced that one of West Milford High School students would also be recognized at the state level. Congratulations to McKenzie Porch, who will meet with the State Board of Education in recognition of her work on the "Stuff the Bus" activity for relief of those affected by Super Storm Sandy.
- A hearty congratulations were given to Kathy Hewins for winning a \$5,000 NEA Foundation Grant. This is her second \$5,000 grant this year!



XII. EDUCATION - Mrs. Marilyn Schultz, Chairperson

Motion by Mrs. Schultz, seconded by Mr. Conlon, to approve the following agenda items:

- 1. The recommendation of the Superintendent to approve and submit the West Milford Township Public Schools **TECHNOLOGY PLAN** for the period July 1, 2013 through June 30, 2016, to the Passaic County Superintendent of Schools' office. (Document provided electronically.)
- 2. The recommendation of the Superintendent to approve the following **CHANGE TO THE SECONDARY PROGRAM** for the 2013-2014 school year:

HIGH SCHOOL

<u>Name of Course</u>	<u>Type of Change</u>
Wellness	Deletion

- 3. The recommendation of the Superintendent to approve a contract with **ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION (ERESC)** to provide **NON-PUBLIC NURSING SERVICES** to non-public school students during the 2013-2014 school year in accordance with Chapter 226, New Jersey Laws of 1991.
- 4. The recommendation of the Superintendent to approve a contract with **ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION (ERESC)** to provide **INSTRUCTIONAL SERVICES** to non-public school students during the 2013-2014 school year under **TITLE I (NCLB GRANT)**.
- 5. The recommendation of the Superintendent to submit **AMENDMENT #2** for the **NO CHILD LEFT BEHIND (NCLB)** Consolidated Formula Subgrant FY 2013.
- 6. The recommendation of the Superintendent to accept the funds for the **NEA STUDENT ACHIEVEMENT GRANT** for Macopin School in the amount of \$5,000.00 for the 2012-2013 school year.
- 7. The recommendation of the Superintendent to approve the **ESTABLISHMENT OF AN OFF-SITE BEHAVIORAL DISABILITIES PROGRAM** at Our Lady Queen of Peace for the 2013-2014 school year, pending County approval for both the program and facility.
- 8. The recommendation of the Superintendent to approve the following additions to the **SPECIAL SERVICES CONSULTANTS, PHYSICIANS, HOSPITALS/ MEDICAL CENTERS, CLINICS AND AGENCIES** for the 2012-2013 school year:
  - Daniel DaSilva, PhD., Neuropsychologist, Morris Psychological Group, P.A., Parsippany, New Jersey
  - Dr. Jose G. Moreno, MD, Florham Park, New Jersey
  - AssistiveTek, LLC, Assistive Technology Evaluations, Port Murray, New Jersey
- 9. The recommendation of the Superintendent to approve the third party contract with **TIFFANY CHARLES**, for professional occupational therapy services for the 2012-2013 school year.

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

10. The recommendation of the Superintendent to approve the third party contract with **ANNETTE JUSKIEWICZ**, for professional physical therapy services for the 2012-2013 school year.
11. The recommendation of the Superintendent to approve **EFFECTIVE SCHOOL SOLUTIONS**, Boonton, New Jersey, as consultants to provide therapeutic and program coordination services to students attending the West Milford off-site Behavioral Disabilities program, at a cost of \$250,000.00, for the 2013-2014 school year, pending county approval of both an off-site Behavioral Disabilities class and the facility at Our Lady Queen of Peace. (Account #11-000-216-320-10-16-000)
12. The recommendation of the Superintendent to approve **WILLING HANDS**, 19 Kinnelon Road, Kinnelon, New Jersey, to provide transition services, one (1) day per week for student ID #67404 at a cost of \$60 per day retroactive from April 22<sup>nd</sup> through June 25, 2013. (Account #11-000-100-566-10-16-000)
13. 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.)

**ROLL CALL VOTE ON ITEM #1:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Abstained	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED**: 8 Yes; 1 Abstention

**ROLL CALL VOTE ON ITEMS #2 THROUGH #6, #12 AND #13:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

**ROLL CALL VOTE ON ITEMS #7 THROUGH #11:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	No	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED**: 8 Yes; 1 No

**XIII. PERSONNEL/STUDENT AFFAIRS - Mr. Wayne Gottlieb, Chairperson**

Please Note: All appointees recommended for employment have met the New Jersey State law requirements for the criminal history review. However, due to the time necessary to complete the process prior to the needed start date, some appointees are recommended on an emergent basis under the exception provision of the Board Policy (Code 4112.5). Those appointees are indicated with an asterisk (\*). Candidates with (\*\*) have completed the criminal history review through a previous employer.

Motion by Mr. Gottlieb, seconded by Mrs. Schultz, to approve the following agenda items:

1. The recommendation of the Superintendent to accept the resignation of **DR. JEANNE APRYASZ**, Principal, Apshawa School, effective June 30, 2013.
2. The recommendation of the Superintendent to accept the resignation, with regret, of **NORMA BOZENMAYER**, Science Teacher, High School, effective June 30, 2013, for the purpose of retirement.
3. The recommendation of the Superintendent to accept the resignation of **ALLEEN DeJAGER**, Resource Center Teacher, Maple Road School, effective June 25, 2013.
4. The recommendation of the Superintendent to accept the resignation of **JAMES FARRELL**, School Bus/Van Driver, Transportation, effective June 30, 2013.
5. The recommendation of the Superintendent to accept the resignation, with regret, of **MAXINE FARRELL**, Resource Center Teacher, Marshall Hill School, effective June 30, 2013, for the purpose of retirement.
6. The recommendation of the Superintendent to accept the resignation of **ANNETTE JUSKIEWICZ**, Physical Therapist (Contracted), District-wide, effective May 1, 2013.
7. The recommendation of the Superintendent to accept the resignation, with regret, of **PATRICIA MAGLIO**, Resource Center Teacher, Maple Road School, effective June 30, 2013, for the purpose of retirement.
8. The recommendation of the Superintendent to accept the resignation, with regret, of **ROSEMARY RESCIGNO**, Reading Specialist, Maple Road School, effective June 30, 2013, for the purpose of retirement.
9. The recommendation of the Superintendent to accept the resignation, with regret, of **FRANCES SARNELLA**, Secretary - Guidance Department, Macopin School, effective June 30, 2013, for the purpose of retirement.
10. The recommendation of the Superintendent to accept the resignation, with regret, of **SANDRA SCHULTZ**, Business Aide, Food Service, High School, effective June 30, 2013, for the purpose of retirement.
11. The recommendation of the Superintendent to accept the resignation, with regret, of **GREGORY SHEREMETA**, Social Studies Teacher, High School, effective June 30, 2013, for the purpose of retirement.

**XIII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued**

12. The recommendation of the Superintendent to approve the appointment of **JAKE MATHEWS**, Teacher Aide, Upper Greenwood Lake School (PC#61.06.56.BTV), at the prorated annual salary of \$22,296.00 (Step 1), with health benefits, retroactive from March 22, 2013, through June 30, 2013, per Board of Education/WMEA Agreement. (New Position) Account: 11-120-100-106-10-10-000

NOTE: Salary may be adjusted pending the completion of contract negotiations.

13. The recommendation of the Superintendent to approve the appointment of **JAMES OORTHUYS**, School Bus/Van Driver, Transportation (PC#25.18.T1.BEN), at the prorated annual salary of \$18,433.59, without health benefits, effective April 24, 2013, through June 30, 2013, per Board of Education/WMBDA Agreement. (Replaces Ducey) Account: 11-000-270-160-10-10-000

NOTE: Salary may be adjusted pending the completion of contract negotiations.

14. The recommendation of the Superintendent to approve the temporary reassignment of **STEPHANIE SCHWARZ**, Special Class Aide, from Maple Road School to Macopin School (PC#60.08.S5.AVP), at the prorated annual salary of \$22,296.00 (Step 1), with health benefits, retroactive from April 8, 2013, through June 30, 2013, per Board of Education/WMTAA Agreement. (New Position) Account: 11-190-100-106-10-10-000

NOTE: Salary may be adjusted pending the completion of contract negotiations.

15. The recommendation of the Superintendent to approve the appointment of **ELLEN DOUGHERTY (\*\*)**, Long Term Substitute Grade 1 Teacher, Paradise Knoll School (PC#99.05.00.BJR), at the salary of \$150.00 per day, without health benefits, effective May 15, 2013, through June 30, 2013. (Replaces Frasca) Account: 11-120-100-101-10-10-103

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

16. The recommendation of the Superintendent to approve the appointment of **AMY JARVIS**, Long Term Substitute Grade 1 Teacher, Upper Greenwood Lake School (PC#99.06.99.BOF), at the salary of \$150.00 per day, without health benefits, retroactive from April 22, 2013, through June 25, 2013. (Replaces Terry-Egli) Account: 11-120-100-101-10-10-103

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 the appointment of **CAROLINE ZIEMIAK**, Long Term Substitute Guidance Counselor, High School (PC#99.09.00.BTR), at the salary of \$150.00 per day, without health benefits, retroactive from April 22, 2013, through June 30, 2013. (Replaces Drucker) Account: 11-140-100-101-10-10-103

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

**XIII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued**

18. The recommendation of the Superintendent to approve the appointment of **ANDREA JONES**, Long Term Substitute Physical Education/Health Teacher, High School (PC#99.09.00.BKE), at the salary of \$150.00 per day, without health benefits, effective May 1, 2013, through June 30, 2013. (Replaces Potzer) Account: 11-140-100-101-10-103

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

19. The recommendation of the Superintendent to approve the appointment of **PATRICIA HART**, School Anti-Bullying Specialist, Westbrook School, retroactive from March 25, 2013.
20. The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act, for **KEITH BABCOCK**, Custodian, Macopin School, without pay, retroactive from April 4, 2013, through April 21, 2013. (Medical)

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

21. The recommendation of the Superintendent to approve a leave of absence for **KAREN KONING**, School Bus/Van Driver, Transportation, without pay, retroactive from March 4, 2013, through April 23, 2013. (Medical)

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

22. The recommendation of the Superintendent to approve an extension to a leave of absence under the Family Medical Leave Act, for **MARY GAFFNEY**, Administrative Assistant, Special Services, Board Office, without pay retroactive from April 18, 2013, through May 8, 2013. (Medical)

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

23. The recommendation of Superintendent to approve an extension to the appointment of **IRENE REPOLA**, Long Term Substitute Administrative Assistant, Special Services Department, Board Office, at the hourly rate of \$19.31, for 3.5 hours per day, without health benefits, retroactive from April 18, 2013, through May 8, 2013, per Board of Education/ Unaffiliated Board Office Unit. (Replaces Gaffney) Account: 11-000-251-105-10-10-103

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

24. The recommendation of the Superintendent to approve an extension to a leave of absence for **CHARLES DONNELLY**, School Bus/Van Driver, Transportation, without pay, retroactive from April 9, 2013, through May 8, 2013. (Medical)

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



XIII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued

25. The recommendation of the Superintendent to approve the following additions to the list of **HOME INSTRUCTORS** for the 2012-2013 school year:
- ELIZABETH BOBROWSKI**  
**NORMA BOZENMAYER**  
**ALISON SCULLY**
26. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/ COACHES/NURSES/SPECIAL PROJECTS** for the 2012-2013 school year, effective April 24, 2013, through June 30, 2013:
- ELLEN DOUGHERTY** (Teacher)  
**KELLY ENGDAHL** (Teacher)  
**LYDIA HAMPTON** (Teacher)  
**LOUISE MARLOW** (Teacher)  
**KYLE McCOURT** (Teacher)  
**DENNIS WALESEK** (Teacher)
27. 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/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS** for the 2012-2013 school year, effective April 24, 2013, through June 30, 2013:
- JOANN FAUST** (Cafeteria Aide)  
**MACKENDY FELIX** (Custodian)  
**DAWN NOWACKI** (Secretary, Building Aide, Special Class Aide)
28. The recommendation of the Superintendent to approve the appointment of **LISA RYAN**, as a Personal Aide for the Join-In After School Club, Macopin School, at the hourly rate of \$28.00, for 10 hours, retroactive from October 25, 2012, through March 30, 2013, per Board of Education/WMEA Agreement. Account: 11-401-100-110-10-000
- NOTE: Hourly rate may be adjusted pending completion of contract negotiations.
29. The recommendation of the Superintendent to approve the appointment of **LISA RYAN**, as a Personal Aide for the AIM After School Club, Macopin School, at the hourly rate of \$28.00, for 30 hours, retroactive from December 4, 2012, through March 30, 2013, per Board of Education/WMEA Agreement. Account: 11-190-100-106-10-10-000
- NOTE: Hourly rate may be adjusted pending completion of contract negotiations.
30. The recommendation of the Superintendent to approve the appointment of **MELISSA HEYE**, as a Personal Aide for the AIM After School Club, Macopin School, at the hourly rate of \$28.00, for 15 hours, retroactive from April 1, 2013, through June 30, 2013, per Board of Education/WMEA Agreement. Account: 11-190-100-106-10-10-000
- NOTE: Hourly rate may be adjusted pending completion of contract negotiations.

**XIII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued**

31. The recommendation of the Superintendent to approve the appointment of **LINDA CONNOLLY**, as a Substitute Personal Aide for the AIM After School Club, Macopin School, at the hourly rate of \$28.00, retroactive from April 1, 2013, through June 30, 2013, per Board of Education/WMEA Agreement. Account: 11-190-100-106-10-10-000

NOTE: Hourly rate may be adjusted pending completion of contract negotiations.

32. The recommendation of the Superintendent to submit **an amendment to a previously adopted resolution (December 2012)**, for the following **TITLE I SCHOOL BEFORE/AFTER-SCHOOL TUTORING PROGRAM AND STAFF** for the 2012-2013 school year at the contracted hourly rate of \$28.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-000:

<u>Employee</u>	<u>School</u>	<u>Program</u>	<u>Hours</u>	<u>Payment</u>
<b>LESLIE SPOHN</b> (Replaces Remington)	UGL	Jumpstart for Success	10	\$280.00

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

33. The recommendation of the Superintendent to approve the following **MACOPIN SCHOOL STUDENT ACTIVITY ADVISORS** and **AFTER SCHOOL CLUB**, for the 2013-2014 school year, at the hourly rate of \$28.00, not to exceed \$477.00, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

<u>Staff Member</u>	<u>Club</u>
<b>COLLEEN CZULADA</b>	Peer Mediation
<b>SHARON MURPHY</b>	Peer Mediation

NOTE: The above activity is funded through C.A.S.A. Hourly rate may be adjusted pending the completion of contract negotiations.

34. The recommendation of the Superintendent to approve the following **MENTOR TEACHER PAYMENT** for the 2012-2013 school year:

<u>Provisional Teacher</u>	<u>Mentor Payment</u>	<u>Mentor Teacher</u>
<b>NICOLE D'ELIO</b>	\$473.61	Gregg Vetter

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

35. The recommendation of the Superintendent to approve the following **VOLUNTEERS** to the **STUDENT ACTIVITY PROGRAMS** for the 2012-2013 school year:

<u>Name</u>	<u>School</u>	<u>Assignment</u>
<b>SCOTT AYRES</b>	Macopin	Chaperone
<b>JAMES BOLGER</b>	Macopin	Chaperone
<b>BEVIN BOLGER</b>	Macopin	Chaperone
<b>ERIKA CROCCO</b>	Macopin	Chaperone
<b>DONNA GENADER</b>	Macopin	Chaperone
<b>SHARON GRADY</b>	Macopin	Chaperone

**XIII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued**

35. (Continued)

<u>Name</u>	<u>School</u>	<u>Assignment</u>
LISA GRUBER	Macopin	Chaperone
PAUL HEISLER	Macopin	Chaperone
LINDA HEISLER	Macopin	Chaperone
HELLE JAWORSKI	Macopin	Chaperone
CATHLEEN JONES	Macopin	Chaperone
BETH LEPOLD	Macopin	Chaperone
MARGARET LICURSI	Macopin	Chaperone
ANITA LINDSTROM	Macopin	Chaperone
SHARON MASCARO	Macopin	Chaperone
WENDEL PFEIFER	Macopin	Chaperone
SHARON RODUMS	Macopin	Chaperone
CHRISTINE SCHWAB	Macopin	Chaperone
MICHAEL TRAINOR	Macopin	Chaperone
SUSAN ZEILNHOFER	Macopin	Chaperone

NOTE: The district will reimburse for the fingerprint process. All of the above are pending fingerprint clearance.

Mr. Gottlieb thanked the parent volunteers listed in Item #35.

**ROLL CALL VOTE:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mr. Babbitt	Yes	Mr. Foody	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

**XIV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Gregory Bailey, Chairperson**

Motion by Mr. Bailey, seconded by Mr. Conlon, to approve the following agenda items:

1. The recommendation of the Superintendent to approve the extension through December 31, 2013, for the following annual resolutions originally approved on April 25, 2012, unless otherwise noted:

- #1 Meeting Schedule (Approved 2/21/2013)
- #2 Official Newspaper
- #5 Board Code of Ethics and Certification
- #6 Team Charter
- #7 Meeting Protocol
- #8 Committee Meeting Agenda
- #9 Workshop and/or Special Action Meeting Agenda (Revised 10/22/2012)
- #10 Regular Meeting Agenda (Revised 10/22/2012)
- #11 Special Meetings
- #12 Board Committee Functions
- #13 Advisory Committees
- #14 Professional Appointments

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

1. (Continued)

- #15 Appointment of Compliance Officers (Revised 1/15/2013)
- #16 Bylaws, Policies and Regulations
- #17 Plans and Rules
- #18 Contracts
- #19 Kindergarten through Grade 12 Curriculum
- #20 Field Trip Locations
- #21 New Jersey State Interscholastic Athletic Association
- #22 Textbooks
- #23 Depositories/Signatories
- #24 Facsimile Signatures
- #25 Petty Cash (Revised 10/22/2012)
- #26 Purchase Authorization
- #27 Purchase Authorization from State Contract
- #28 Transfer Authorization
- #29 Chart of Accounts
- #30 Grant Authorization
- #31 Maximum Travel Expenditure Amounts (Revised 3/21/2013)
- #32 Public Records Fee Schedule

NOTE: Resolution #3 - School Calendar for 2013-2014 and Resolution #4 - Holidays for 12-Month Employees for 2013-2014 were approved on 3/21/2013.

- 2. The recommendation of the Superintendent to approve the renewal of a **PUPIL TRANSPORTATION CONTRACT** for **IN-DISTRICT COMBINATION ROUTES**, per Bid Code 08-10 taken on July 15, 2008, with **ARTHUR JORDAN TRANSPORTATION, INC.**, Butler, New Jersey, for 22 routes: 11 Macopin/High School; six (6) Apshawa; four (4) Maple Road; and one (1) Westbrook, for the 2013-2014 school year, effective September 1, 2013, through June 30, 2014, at the C.P.I. increase of 2.63%, for a total per diem cost of \$3,547.94, and an annual total cost of \$638,629.20. (Individual routes and costs are attached to the official minutes of this meeting.)
- 3. The recommendation of the Superintendent to approve an agreement with **LAN ASSOCIATES**, Midland Park, New Jersey, for Exterior Door Replacements at Maple Road School and Upper Greenwood Lake School.
- 4. The recommendation of the Superintendent to approve the following resolution:

**RESOLVED**, that the West Milford Board of Education approves the submission of the following projects by **LAN ASSOCIATES**, Midland Park, New Jersey, to the New Jersey State Department of Education; and

**BE IT FURTHER RESOLVED** that the Board is not seeking state funding for the projects and the projects have been approved as part of the Long Range Facilities Plan.

<u>School/Project Number/ State Plan Number</u>	<u>Scope of Work</u>
Maple Road School 5650-060-13-1000	Exterior Door Replacements
Upper Greenwood Lake School 5650-090-13-1000	Exterior Door Replacements

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

- 5. The recommendation of the Superintendent to approve an agreement with **COMPUTER SOLUTIONS, INC.**, Branchburg, New Jersey, for Budgetary, Personnel, and Payroll Software Support Services in the amount of \$12,756.00 for the 2013-2014 school year.
- 6. The recommendation of the Superintendent to renew the Maintenance and Operations Agreement with **HONEYWELL INTERNATIONAL**, Morristown, New Jersey, for the Parent Notification System at the rate of \$14,422.00, for the 2013-2014 school year, per the terms and conditions of the Agreement.
- 7. The recommendation of the Superintendent to approve contracts with the following companies for electrical generation services as awarded by the **ALLIANCE FOR COMPETITIVE ENERGY SERVICES (ACES)** for the period May 2013 for a 24-month term:

Direct Energy Solutions, Iselin, New Jersey  
 FirstEnergy Solutions, Akron, Ohio

- 8. The recommendation of the Superintendent to accept the School Bus Advertising Agreement between Educational Information and Resource Center (EIRC), marketing representatives for West Milford, and **FREEDOM ELECTRIC II, LLC**. (Documentation provided electronically.)
- 9. The recommendation of the Superintendent to approve the use of **SCHOOL DUDE OPERATIONS SOFTWARE** to track maintenance and related costs for a 60-day trial period at no cost to the Board.
- 10. The recommendation of the Superintendent to approve the **BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN** for the West Milford Township Public Schools District for the 2013 calendar year. (Documentation provided electronically.)
- 11. The recommendation of the Superintendent to approve the following resolution:

In accordance with N.J.A.C. 6A:23A-18.5, the West Milford Township Public School District does not require Willowglen Academy, Sparta, New Jersey, to charge for meals during the 2013-2014 school year.

- 12. The recommendation of the Superintendent to accept the following resolution:

RESOLVED, that the Board approves the **TAX REIMBURSEMENT SCHEDULE** needed to meet district obligations for the 2013-2014 school year in the amount of: (Schedule provide electronically.)

General Fund	\$52,002,781
Debt Service	<u>\$ 493,553</u>
Total	\$52,496,334

- 13. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Operations Staff at the mileage rate established by the Board. (Documentation provided electronically.)

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

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

Motion by Mr. Bailey, seconded by Mrs. Schultz, to approve the following agenda item:

14. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **April 23, 2013**, in the amount of \$2,393,798.70. (Documentation provided electronically.)

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	No	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED**: 8 Yes; 1 No

Motion by Mr. Bailey, seconded by Mrs. Schultz, to approve the following agenda item:

15. The recommendation of the Superintendent to approve the **PAYROLL** of **March 28, 2013**, and **April 15, 2013**, in the amount of \$3,907,331.82. (Documentation provided electronically.)

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Abstained	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED**: 8 Yes; 1 Abstention

Motion by Mr. Bailey, seconded by Mrs. Schultz, to approve the following agenda item:

16. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **April 23, 2013**:

**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 **2012-2013** budget be affirmed and approved. (See folder insert.)

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

16. (Continued)

Total transfers in the amount of \$163,579.52.

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	No	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED:** 8 Yes; 1 No

Motion by Mr. Bailey, seconded by Mr. Conlon, to approve the following agenda items:

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

**WHEREAS**, the Agenda file of **April 23, 2013**, 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:

\$6,997,046.05 as of February 28, 2013; therefore

**BE IT RESOLVED**, that the Report of the Secretary and the Report of 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 February 28, 2013, 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.

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

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

Motion by Mr. Bailey, seconded by Mr. Conlon, to approve the following agenda item:

19. The recommendation of the Superintendent to accept the **DONATION** of 385 seedlings, valued at approximately \$1,155.00, from the Tennessee Gas Pipeline Company, LLC, to the Maple Road Elementary School.

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

**XV. POLICY - Mr. Matthew Conlon, Chairperson**

Motion by Mr. Conlon, seconded by Mrs. Schultz, to approve the following agenda items:

1. The recommendation of the Superintendent to approve the Second Reading and Adoption of a new **POLICY** entitled, "Independent Educational Evaluations." (Code #2468) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the Second Reading and Adoption of a new **POLICY** entitled, "Foreign Exchange Students (J-1 Visas)." (Code #5115) (Documentation provided electronically.)

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Abstained	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED**: 8 Yes; 1 Abstention

**XVI. SPECIAL COMMITTEES/LIAISON REPORTS**

Parks & Recreation - Mr. Conlon reported on field usage and Code of Conduct. The Committee will meet again in June.

Safety - Mr. Babbitt had no report.

Superintendent's Roundtable - Mrs. Schultz reported on Laura Oakes' Ipad presentation, how it interacts with technology, and the different applications being used. She also spoke about the virtual backpack.



**XVI. SPECIAL COMMITTEES/LIAISON REPORTS - Continued**

Passaic County School Boards Association - Mr. Gottlieb reported that the next meeting is scheduled for May 8.

New Jersey School Boards Association/Legislative - Mr. Gottlieb updated the Board on current legislation that has passed the State Senate and being considered in the State Assembly.

Technology - Mr. Richards/Mr. Conlon/Mrs. Koeppe/Mrs. Richards - no report

Cablevision Committee - Mr. Gottlieb updated the Board on the requirements of creating an uplink for programming at the High School. The support of the Township is essential as they are the body that contracts with Cablevision.

West Milford Education Foundation - Mrs. Koeppe spoke about the success of the "Taste of the Highlands." She asked Mr. Conlon to provide more information. Mr. Conlon spoke about the support the Foundation received from local businesses. Thank you to everyone that supported the Foundation.

**XVII. OLD BUSINESS**

Mrs. Schultz spoke about the Technology Plan developed for E-rate. She suggested a committee to develop a strategic plan.

Mr. Gottlieb commented on Mrs. Schultz suggestion and agreed we should have some assistance in providing an overview.

Motion by Mr. Conlon, seconded by Mrs. Schultz, to close Old Business.

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

**XVIII. NEW BUSINESS**

Motion by Mr. Conlon, seconded by Mrs. Schultz, to close New Business.

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

**XIX. PETITIONS & REQUESTS**

Petitioners who have requested to speak prior to the meeting will be first with five (5) minutes for each petitioner, for a period of thirty (30) minutes; and then time permitting, other petitions and requests limited to five (5) minutes per petitioner 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 Petitions and Requests.

Motion by Mrs. Schultz, seconded by Mr. Conlon, to close Petitions and Requests.

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

At 8:45 p.m., the Board went into Executive Session.

**Minutes for the Workshop/Regular Meeting of April 23, 2013**

The Board returned to the public meeting at 10:40 p.m.

**XX. EDUCATION - Mrs. Marilyn Schultz, Chairperson**

**BOARD ACTION ON THE FOLLOWING EDUCATION ITEM  
WAS TAKEN AFTER EXECUTIVE SESSION**

Motion by Mrs. Schultz, seconded by Mr. Gottlieb, to approve the following agenda item:

- 14. 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 23, 2013**; therefore,

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

<u>Incident</u>	<u>Board Determination</u>
<u>Report Number</u>	
2013/H-22	Unsubstantiated
2013/H-23	Unsubstantiated
2013/H-24	Unsubstantiated
2013/H-25	Unsubstantiated
2013/H-27	Unsubstantiated

**ROLL CALL VOTE:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mr. Babbitt	Yes	Mr. Foody	Yes	Mr. Richards	Yes
Mr. Bailey	Absent	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Absent	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

**XX. EXECUTIVE SESSION AND ADJOURNMENT**

At 10:42 p.m., Mr. Richards made a motion, seconded by Mr. Gottlieb, to adjourn into executive session to discuss the Superintendent's evaluation.

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

Respectfully submitted,

Barbara Francisco  
Board Secretary/Business Administrator

tc