

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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**BOARD OF EDUCATION
 MINUTES
 WORKSHOP/BUDGET/SPECIAL ACTION MEETING
 FEBRUARY 19, 2013**

Mr. David Richards, Board President, called to order the Workshop/Budget/Special Action Meeting of the Board of Education on February 19, 2013, at 7:38 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 in honor of the service men and women from West Milford who are stationed around the world, especially those who have lost their lives defending our freedom and the American way of life. 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	Absent	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

There were approximately 15 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 60 minutes, for the purpose of discussing personnel, negotiations, Special Education settlement agreement, litigation, student matters, 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.

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

- Dr. McLaughlin announced that the West Milford Education Foundation is hosting its 10th annual Taste of the Highlands. This year's event will take place on April 11, 2013, and will be held at the Casa Bianca in Oak Ridge at 6:30 pm. Information and tickets are available on the foundation's website: <http://www.wmefnj.org/>. He added that we encourage support of the foundation, which this year provided \$17,000 to support innovative educational programs in the West Milford Schools.
- Dr. McLaughlin reported that 43 West Milford teachers will voluntarily attend a Saturday workshop hosted by Columbia University - under the umbrella of the Reading & Writing Project, to which the district subscribes. Teachers will be offered a choice of over 125 workshops and will hear from keynote speakers Katherine Paterson (Bridge to Terabithia) and Alyssa Capucilli (Katy Duck Series). He applauded the elementary teachers for their enthusiastic response and their educational curiosity.
- Kindergarten registration is underway in all schools. Although there is no deadline for parents to register, we strongly encourage parents of 2013-14 Kindergarten age students to register without delay so that they may be included in our Kindergarten Kickoff event scheduled for mid-April at which time an overview of the program will occur and child readiness assessments will be scheduled.
- The school district enthusiastically announces that Karen Johnson, World Language Teacher at Macopin and West Milford Township High School has been selected for Teacher of the Year. Ms. Johnson was chosen from a select group of nominees from each school in the district. Ms. Johnson will now be considered at the County level, and if selected there, for State Teacher of the Year consideration. Dr. McLaughlin congratulated Ms. Johnson.
- Dr. McLaughlin reported that the district is extremely pleased to announce that the NJ Alliance for Social, Emotional and Character Development has bestowed an honorable mention award to Macopin School as a School of Character. Mr. Trentacosta, who coordinated the application process, and Mrs. Reinhold will be presented with an award during a Recognition Ceremony at Rider University March 18, 2013. He applauded Macopin and all our schools for their many efforts in the area of character education.

VII. SUPERINTENDENT'S REPORT - Dr. McLaughlin - Continued

- Dr. McLaughlin is happy to recommend Ms. Patricia Hart for Interim Principal at Westbrook School. She will be replacing Dr. Oberer, who is retiring effective March 28th. Certainly, Dr. Oberer will be missed, however we are fortunate to have an experienced and skilled educational leader in Ms. Hart, who recently served on an interim basis at Paradise Knoll School. During the time that Ms. Hart serves as Interim Principal, the school district will conduct a thorough process to recruit and identify the next school leader for Westbrook.
- Dr. McLaughlin announced the High School Bowling Team is the 2013 Big North Division and North 1B State Champions - an outstanding achievement! He congratulated the members of the bowling team and their coach John Caillie.

Also in athletics, West Milford will be well represented among coaches who are honored on March 6th by the Passaic County Coaches Association. The Honor award will be presented to Mr. Bob Wiedmann, Ms. Sue Potzer will be honored for 200 victories in Girls Ski Racing, and Mr. John Finke will be honored for 200 victories in Golf and 300 victories in Boys Basketball. Mr. Elmer Zimmerman will be honored for 500 victories in Boys Tennis and 500 victories in Girls Tennis. He congratulated the coaches for these prestigious milestones.

- West Milford celebrates Music & Arts in Our Schools Month in March. It goes without saying that music & art hold an extremely special place in the West Milford Schools and the district can be very proud of its long tradition of excellence in Education. He invited Mr. Boronow, supervisor of fine arts, to describe events that will occur in the upcoming month and to introduce the Master Singers who performed.

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

- Mrs. Francisco reported on the budget information supplied to the Board members.
- The following meeting minutes were presented for anticipated action at the Regular Board of Education meeting scheduled for February 27, 2013:
 - Workshop/Regular Meeting of December 3, 2012
 - Workshop/Budget/Special Action Meeting of January 15, 2013
 - Executive Session of January 15, 2013
 - Regular Meeting of January 22, 2013
 - Executive Session of January 22, 2013
 - Special Meeting of January 30, 2013

IX. PRESIDENT'S REPORT - Mr. David Richards

Mr. Richards made a statement regarding information he received. The Budget & Finance and Personnel Committees have been monitoring the situation and will have a recommendation shortly.

X. MOTION BY MR. CONLON, SECONDED BY MRS. SCHULTZ, TO ADOPT THE AGENDA, AS PRESENTED.

VOICE VOTE:

All in Favor.

MOTION PASSED.

XI. 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. Petitioners speaking during Petitions & Requests 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 Petitions and Requests.

There were no members of the public wishing to speak.

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

VOICE VOTE: All in Favor. MOTION PASSED.

SPECIAL ACTION

XII. EDUCATION - Mrs. Marilyn Schultz, Chairperson

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

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

- 1. 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 **February 19, 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>Report Number</u>	<u>Board Determination</u>
2013/E-17	Unsubstantiated
2013/E-18	Unsubstantiated
2013/E-19	Unsubstantiated
2013/E-20	Unsubstantiated
2013/E-21	Unsubstantiated
2013/M-15	Substantiated
2013/M-16	Unsubstantiated
2013/M-17	Unsubstantiated
2013/M-18	Substantiated
2013/H-18	Unsubstantiated
2013/H-19	Unsubstantiated

SPECIAL ACTION

XII. EDUCATION - Mrs. Schultz, Chairperson - Continued

ROLL CALL VOTE:

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

*The **MOTION PASSED:** Mr. Conlon and Mrs. Schultz abstained on the vote of Incident Report Number 2013/H-19.

SPECIAL ACTION

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 3125 and 4125). 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 Mr. Conlon, to approve the following agenda item:

1. The recommendation of the Superintendent to approve the appointment of **JOHN GALLOWAY**, School Bus/Van Driver, Transportation (PC#25.18.T1.BEB), at the prorated annual salary of \$17,348.40, without health benefits, effective February 1, 2013, through June 30, 2013, per Board of Education/WMBDA Agreement. (Replaces Tallia) Account: 11-000-270-160-10-10-100

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

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

SPECIAL ACTION

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

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

1. The recommendation of the Superintendent to approve the award of a contract for the purchase of one (1) 2014 Wheelchair School Bus (DRW-Gasoline), to **H.A. DE HART & SON, INC.**, Thorofare, New Jersey, through membership with the **MIDDLESEX REGIONAL EDUCATIONAL SERVICES COMMISSION**, Cooperative Pricing System Agreement (Item #4), School Bus Bid #MRESC11/12-46 (bid term 3/1/12-2/28/13), for a total purchase price of \$59,363.06. (Documentation provided electronically.)

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

Motion by Mr. Conlon, seconded by Mrs. Schultz, to approve the following agenda item, as amended:

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

RESOLVED, that on the third Tuesday of each month, unless otherwise stated below, the Board of Education shall hold a Workshop Meeting for the purpose of, but not limited to, all public presentations, Committee information, and Budget development, commencing at 7:30 p.m.;

RESOLVED, that on the fourth Tuesday of each month, unless otherwise stated below, the Board of Education shall hold a Regular Meeting for the purpose of acting upon regular agenda items, and which will commence at 7:30 p.m.;

RESOLVED, that the following shall supersede any prior resolution addressing the Board Meeting schedule of Workshop and Regular Meetings of the Board of Education for the 2013 calendar year. These meetings are to be held at the Westbrook School Media Center with the exception of the location of certain meetings, which will be advertised during the school year, and are not to progress past 11:00 p.m., unless extended by a 2/3 vote of those present. Trustees are asked to contact the Board President or Board Secretary if they are unable to attend the meeting;

SPECIAL ACTION

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

2. (Continued)

DATE OF MEETING	TYPE OF MEETING
February 27, 2013 (Wednesday)	Regular/Budget
March 6, 2013 (Wednesday)	Preliminary Budget Hearing
March 21, 2013 (Thursday)	Regular/Public Budget Hearing
April 23, 2013	Workshop/Regular
May 14, 2013	Workshop/Special Action
May 21, 2013	Regular
June 11, 2013	Workshop/Special Action
June 18, 2013	Regular
July 30, 2013	Workshop/Regular
August 27, 2013	Workshop/Regular
September 17, 2013	Workshop/Special Action
September 24, 2013	Regular
October 15, 2013	Workshop/Special Action
October 21, 2013 (Monday)	Regular
November 19, 2013	Workshop/Regular
December 17, 2013	Workshop/Regular
January 7, 2014	Reorganization

The Regular Meetings will have rotating Committee Reports.

BE IT FURTHER RESOLVED, that the Secretary of the Board be hereby directed to post, mail/fax or e-mail to newspapers, the Township Clerk, and Township Librarian the above stated schedule within seven (7) days from the date hereof, in accordance with the "Open Public Meetings Act."

NOTE: These changes reflect consideration of school events and religious holidays.

DISCUSSION: Mr. Foody asked about rescinding the previously approved motion. Mr. Roselle addressed the suggestion. Mrs. Schultz requested that everyone be aware of these dates when scheduling other events.

ROLL CALL VOTE:

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

The **MOTION PASSED**: 7 Yes; 1 No

WORKSHOP/DISCUSSION

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

The following agenda items were presented to the Board for anticipated approval at the February 27, 2013, meeting:

1. The recommendation of the Superintendent to approve an agreement with **LAN ASSOCIATES**, Midland Park, New Jersey, for environmental investigative services at the Transportation Depot in an amount not to exceed \$35,000.00, plus \$8,000 for subcontractors and reimbursable expenses for an estimated total fee of \$43,000.00. (Documentation provided electronically.)
2. The recommendation of the Superintendent to enter into a lease agreement with Our Lady Queen of Peace Education Center, Hewitt, New Jersey, for **FACILITIES USE** for the 2013-2014 school year.

DISCUSSION: Mr. Foody asked why Hillcrest was not considered to reduce costs. Dr. McLaughlin addressed Mr. Foody's questions.

3. The recommendation of the Superintendent to approve a professional services agreement with **LEARNER-CENTERED INITIATIVES (LCI)**, Garden City, New York, for district-wide training in the use of the Multidimensional Principal Performance Rubric in an amount not to exceed \$6,500, for two days of training for all administrators.
4. 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.)
5. The recommendation of the Superintendent to accept the **DONATION** of 30 iPad Minis and 30 OtterBox cases for student use from the Marshall Hill School PTA.
6. The recommendation of the Superintendent to accept the **DONATION** of \$500 from David and Donna Richards for the High School Musical.
7. The recommendation of the Superintendent to accept the **DONATION** of \$4,000 to purchase iPads for students from the Macopin School PTA.
8. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **February 27, 2013**, in the amount of \$ **TBD** . (Documentation provided electronically.)
9. The recommendation of the Superintendent to approve the **PAYROLL** of **January 31, 2013**, and **February 15, 2013**, in the amount of \$ **TBD** . (Documentation provided electronically.)
10. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **February 27, 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.)

WORKSHOP/DISCUSSION

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

10. (Continued)

Total transfers in the amount of \$ **TBD** .

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

WHEREAS, the Agenda file of **February 27, 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:

\$8,255,801.04 as of December 31, 2012; therefore

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

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

RESOLVED, that the Board certify as of December 31, 2012, 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.

XVI. EDUCATION - Mrs. Marilyn Schultz, Chairperson

The following agenda items were presented to the Board for anticipated approval at the February 27, 2013, meeting:

1. The recommendation of the Superintendent to adopt the following resolution proclaiming March 2013 as **MUSIC IN OUR SCHOOLS MONTH**:

WHEREAS, the study of music contributes to young people's development through heightened skills in listening, reading, self-expression, and creativity; and

WHEREAS, music education in the schools includes a broad range of types of music and active musical experiences; and

WHEREAS, music and the other arts significantly enhance the morale and quality of the school environment; and

WHEREAS, it is the stated objective of the public school to prepare children for a productive role in our society; and

WORKSHOP/DISCUSSION

XVI. EDUCATION - Mrs. Schultz, Chairperson - Continued

1. (Continued)

WHEREAS, NAFME: The National Association for Music Education has designated March as **MUSIC IN OUR SCHOOLS MONTH**, focusing on the theme "**A Celebration of American Folk Songs and Folk Art;**"

NOW, THEREFORE, be it resolved, that the Board of Education of West Milford Township endorses the observance of **MUSIC IN OUR SCHOOLS MONTH** as an opportunity to support the purposes and practices of music education and encourages teachers, parents, students, and all citizens to participate.

The Board of Education of the West Milford School District, for its own part, rededicates itself to the maintenance of a music education program that will be relevant to the needs of the children placed in its care and will reach and positively influence each child and that this resolution be spread upon the minutes of the public meeting of the West Milford Board of Education held on February 27, 2013.

2. The recommendation of the Superintendent to adopt the following resolution proclaiming March 2013 as **YOUTH ART MONTH**:

WHEREAS, art education contributes powerful educational benefits to all elementary and secondary students including the following:

- * art education develops students' creative problem solving and critical thinking abilities;
- * art education teaches sensitivity to beauty, order, and other expressive qualities;
- * art education gives students a deeper understanding of world cultures, values, and beliefs;
- * art education reinforces and brings to life what students learn in other subjects; and
- * art education integrates student learning in art production, art history, art criticism and aesthetics, philosophy; and

WHEREAS, our national leaders have acknowledged the necessity of including arts experiences in all students' education;

THEREFORE, BE IT RESOLVED that support should be given to art educators as they attempt to strengthen art education in their schools and communities;

NOW, THEREFORE, it is proclaimed that March be observed as **YOUTH ART MONTH** focusing on the theme, "**A Celebration of American Folk Songs and Folk Art;**" in the schools of the West Milford Township School District, and that this resolution be spread upon the minutes of the public meeting of the West Milford Board of Education held on February 27, 2013.

3. The recommendation of the Superintendent to approve the following **TEXTBOOK ADOPTION** for the 2013-2014 school year:

Course:	French 1 and French 7
Textbook:	<u>Discovering French Today 1 Bleu</u>
Author:	Valette
Publisher:	Houghton Mifflin Harcourt
Copyright:	2013

WORKSHOP/DISCUSSION

XVI. EDUCATION - Mrs. Schultz, Chairperson - Continued

3. (Continued)

Number of books needed: 100
 Cost per book: \$88.00

4. The recommendation of the Superintendent to approve **Clear Directions: College Admissions & Educational Consulting (Joseph J. Cafaro)** for \$250.00 to conduct a workshop, "Transition from High School to College for Students with Learning Differences," for parents of high school special education students and 504 Plans.
5. The recommendation of the Superintendent to approve the **CANCELLATION OF A SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** with Holmstead School, Ridgewood, New Jersey, student (ID #61123), retroactive from December 3, 2012, due to termination by provider.
6. The recommendation of the Superintendent to approve the **CANCELLATION OF A SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** with Shepard School, Kinnelon, New Jersey, student (ID #60070), retroactive from January 28, 2013, due to termination by provider.
7. The recommendation of the Superintendent to approve the **CANCELLATION OF A SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** with Chancellor Outreach School, Kinnelon, New Jersey, student (ID #67346), retroactive from January 15, 2013, due to termination by provider.
8. The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACTS** for the 2012-2013 school year (tentative tuition charge):

<u>Student ID</u>	<u>Tuition</u>	<u>Placement</u>
#61123	\$25,088.98	Shepard Preparatory High School Morristown, New Jersey

NOTE: This placement is retroactive from January 24, 2013.

#60070	\$25,520.00 (88 days)	Lakeland-Andover Lafayette, New Jersey
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NOTE: This placement is retroactive from January 30, 2013.

#67346	\$17,440.00	Glenview Academy Fairfield, New Jersey
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NOTE: This placement is retroactive from January 28, 2013.

9. 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.)

WORKSHOP/DISCUSSION

XVII. PERSONNEL/STUDENT AFFAIRS - Mr. Wayne Gottlieb, Chairperson

The following agenda items were presented to the Board for anticipated approval at the February 27, 2013, meeting:

1. The recommendation of the Superintendent to approve the appointment of **PATRICIA HART**, Interim Principal, Westbrook School (PC#), at the salary of \$450.00 per day, without health benefits, effective March 25, 2013, through June 30, 2013. (Replaces Oberer) Account: 11-000-240-103-10-150

2. The recommendation of the Superintendent to approve the appointment of **STEPHANIE SCHWARZ(*)**, Special Class Aide, Maple Road School (PC#60.03.S5.BTP), at the prorated annual salary of \$22,296.00 (Step 1), with health benefits, effective **TBD**, 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 completion of contract negotiations. Effective date pending fingerprint clearance.

3. The recommendation of the Superintendent to approve the appointment of **TBD**, Long Term Substitute Reading Specialist, Apshawa School (PC#), at the salary of \$150.00 per day, without health benefits, effective March 7, 2013, through June 6, 2013. (Replaces Mett) 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.

4. The recommendation of the Superintendent to approve the appointment of **CAROLINE ZIEMAIK**, Long Term Substitute Guidance Counselor, High School (PC#), at the salary of \$150.00 per day, without health benefits, effective March 4, 2013, through March 28, 2013. (Replaces Heaney) Account: 11-000-218-104-10-10-071

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

5. 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 February 28, 2013, through June 30, 2013.

NOTE: The names will be added prior to the Regular Meeting.

6. 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 February 28, 2013, through June 30, 2013.

NOTE: The names will be added prior to the Regular Meeting.

WORKSHOP/DISCUSSION

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

- 7. The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act, for **MARY GAFFNEY**, Administrative Assistant, Special Services, Board Office, without pay retroactive from February 21, 2013, through April 17, 2013. (Medical)

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

- 8. The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act, for **IRIS SCHIESSWOHL**, Cafeteria Aide/Parking Lot Security, High School, without pay effective March 13, 2013, through March 22, 2013. (Medical)

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

- 9. The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act, for **ANTOINETTE RICCIARDI**, Special Class Aide, Apshawa School, without pay effective March 5, 2013, through March 18, 2013. (Medical)

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

- 10. The recommendation of the Superintendent to approve a leave of absence under the Family Medical Act, for **ALISON KUEHN**, Resource Center Teacher, Macopin School, without pay effective May 28, 2013, through June 25, 2013. (Maternity/Child Rearing)

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

- 11. The recommendation of the Superintendent to approve a leave of absence under the Family Medial Act, for **TIMOTHY THURSTON**, Custodian, High School, without pay, retroactive from January 19, 2013, through date TBD. (Medical)

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

- 12. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (December 2012 and January 2013)**, for the following **EMPLOYEE RETIREMENT/SICK DAY PAYMENTS** for payment February 28, 2013, in accordance with the provisions of the Board of Education negotiated agreements - Account: 11-000-291-290-10-13-000:

Employee Agreement

<u>WMAAS Agreement</u>	<u>Days</u>	<u>Unit Rate</u>	<u>Payment</u>
MARGARET CODEY	28	\$160.00	\$4,480.00

WORKSHOP/DISCUSSION

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

12. (Continued)

<u>WMBDA Agreement</u>	<u>Days</u>	<u>Unit Rate</u>	<u>Payment</u>
DEBRA WELLER	37.5	\$ 35.00	\$1,312.50

13. The recommendation of the Superintendent to approve the following **EMPLOYEE RETIREMENT/SICK DAY PAYMENT** for payment March 15, 2013, in accordance with the provisions of the Board of Education negotiated agreements - Account: 11-000-291-290-10-13-000:

Unaffiliated Board Office Unit

	<u>Days</u>	<u>Unit Rate</u>	<u>Payment</u>
PATRICIA CALCAGNO	96.5	\$125.00	\$12,062.50

14. The recommendation of the Superintendent to approve the following **AFTER SCHOOL CLUBS and ADVISORS** for the 2012-2013 school year at the contracted hourly rate of \$28.00, per Board of Education/WMEA Agreement:

<u>Advisors</u>	<u>School</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
SHAWN RHINESMITH	Marshall Hill	Eco-Friendly Kids	12	\$336.00
MERJEME DUFFY	Marshall Hill	Eco-Friendly Kids	12	\$336.00
COLLEEN MANGAN	Marshall Hill	STEM	6	\$168.00
TBD	Marshall Hill	STEM	6	\$168.00

NOTE: Hourly rate may be adjusted pending completion of contract negotiations. The above clubs are funded through the PTA.

15. The recommendation of the Superintendent to approve the following **NURSES/ATC CERTIFIED PERSONNEL AND CLERICAL SERVICES** for the 2013-2014 school year **FALL STUDENT ATHLETIC PHYSICALS**, not to exceed 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>Dates</u>	<u>Hourly Rate</u>
LISA KNATZ	Nurse	June 10, 14, 17	\$33.00
ANDREA JONES	ATC Certified	June 10, 14, 17	\$33.00
SUE MAURER	ATC Certified	June 10, 14, 17	\$33.00
PATRICIA KANE	Nurse	June 10, 14, 17	\$33.00
CONSTANCE KILROY	Nurse	June 10, 14, 17	\$33.00
CATHY SANTONACITA	Nurse	June 14, 17	\$33.00
BARBARA CORBETT	Nurse	June 10	\$33.00
PAMELA FENNING	Clerical	June 10, 14, 17	\$21.28
CHRISTINE BERTHA	Clerical	June 14	\$21.28
STEPHANIE FRESCHI	Clerical	June 10,17	\$21.28

WORKSHOP/DISCUSSION

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

15. (Continued)

<u>Name</u>	<u>Position</u>	<u>Dates</u>	<u>Hourly Rate</u>
<u>Substitutes</u>			
CATHY SANTONACITA	Nurse		
BARBARA CORBETT	Nurse		
CHRISTINE BERTHA	Clerical		
STEPHANIE FRESCHI	Clerical		

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

16. The recommendation of the Superintendent to approve a payment to **STACEY LUCCARELLI**, Nurse, in the amount of \$565.00, for services rendered on November 26, 2012, through November 28, 2012, for the Fairview Lake trip, Macopin School - Account: 11-130-100-101-10-10-103

NOTE: No cost to the district; paid from the proceeds of the trip.

17. The recommendation of the Superintendent to approve the addition of **GARY STOLL** to the **HIGH SCHOOL SPORTS EVENTS STAFF** for the 2012-2013 school year. Account: 11-402-100-590-09-21-000

18. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENT AND STIPEND** for the **SPRING 2012-2013 ATHLETIC SEASON**, per Board of Education/WMEA Agreement - Account: 11-402-100-110-10-10-000:

<u>Employee</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
BRIAN LESLIE	Asst. Spring Track (Boys)	A	\$4,600.00

NOTE: Replaces Maslanek who resigned to coach Lacrosse. Stipend may be adjusted pending completion of contract negotiations.

19. The recommendation of the Superintendent to approve **ROBYNN DERBYSHIRE**, Assistant Director 2, **STUDENT ACTIVITY ASSIGNMENT - MACOPIN SCHOOL MUSICAL**, for the 2012-2013 school year, with a stipend of \$650.00, per Board of Education/WMEA Agreement.

NOTE: Paid for through the proceeds of the play. Stipend may be adjusted pending the completion of contract negotiations.

20. The recommendation of the Superintendent to approve the appointment of **SHARON MURPHY**, Volleyball Club Advisor, Macopin School, for the 2012-2013 school year, at the hourly rate of \$28.00, not to exceed 12 hours, per Board of Education/WMEA Agreement. Account: 52-990-320-101-10-10-402

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

WORKSHOP/DISCUSSION

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

21. The recommendation of the Superintendent to approve the appointment of **BRETT TRAVERS**, Community School Evening Clerk, at the hourly rate of \$8.50, not to exceed \$1,500.00, effective March 4, 2013, through May 31, 2013. Account: 52-990-320-101-10-10-402

NOTE: Currently a High School student.

22. The recommendation of the Superintendent to approve the **COMMUNITY SCHOOL STAFF, COURSES AND PROGRAMS** for the Spring 2013 semester. (Document to be provided electronically prior to the Regular Meeting.)
23. The recommendation of the Superintendent to approve the following **STUDENT TEACHERS/PRACTICUM TEACHERS/INTERNS**, for the Spring semester for the 2012-2013 school year, at no cost to the district:

<u>Student Teacher</u>	<u>College</u>	<u>Subject/Grade</u>
CARLY DEGREZIA-PENA	Centenary College	High School Guidance

XVIII. POLICY - Mr. Matthew Conlon, Chairperson

The following agenda items were presented to the Board for anticipated approval at the February 27, 2013, meeting:

1. The recommendation of the Superintendent to approve the Second Reading and Adoption of the revised **POLICY** entitled, "No Child Left Behind Programs." (Code #2415) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the Second Reading and Adoption of the revised **POLICY** entitled, "Inappropriate Staff Conduct (Teaching Staff Members)." (Code #3281) (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the Second Reading and Adoption of the revised **POLICY** entitled, "Inappropriate Staff Conduct (Support Staff Members)." (Code #4281) (Documentation provided electronically.)
4. The recommendation of the Superintendent to approve the Second Reading and Adoption of a **POLICY** entitled, "Advertising on School Property." (Code #6163) (Documentation provided electronically.)

The Policy Committee is scheduled to meet after Board training on February 21, 2013.

XIX. OLD BUSINESS

Mr. Gottlieb read the following statement:

The West Milford Board of Education is currently engaged in negotiations with six of its bargaining units over the terms and conditions of employment for their members. In all but one case, the negotiations seek to revise and extend agreements that ended on June 30, 2012. Until such new contracts are struck, both the Board and its employees are bound by the provisions of the old agreements.

WORKSHOP/DISCUSSION

XIX. OLD BUSINESS - Continued

The Board's Negotiations Committee has brought forward detailed proposals to each unit in a good-faith attempt to reach balanced settlements that are fair to all stakeholders in the district. In our judgment, such settlements must acknowledge the educational needs of our students, the tax burden imposed on our community, our likely future State aid, the financial needs of our employees, and the managerial requirements of our senior administrators to run an efficient enterprise.

To date, our efforts have not produced any settlements. Our last offer to the teachers unit and three affiliates included a modest increase in wages consistent with the consumer Price Index and the introduction of several work-rule changes to enhance the flexibility and efficiency of district operations. We also noted that staffing levels have been well-managed in the face of steadily declining enrollment.

Our offer was grounded in the realization that our district—like its peers throughout New Jersey—is facing a difficult and challenging fiscal environment. We regret that our four counterparts across the bargaining table in these negotiations apparently do not see the same fiscal challenges that we do.

In this instance, our efforts to reach a settlement have moved from conventional bargaining to a third-party, state-sponsored mediation without substantial progress. We will soon embark upon the next stage of negotiations with the appointment of a state-supervised Fact Finder. This individual will receive and analyze data provided by each side in support of their respective bargaining positions. Ultimately, the Fact Finder will craft a recommended resolution based upon an assessment of the facts as presented by the parties. Neither side is bound to accept the result.

We believe our offers to all of our bargaining units are fair, grounded in the facts and—most importantly—respect the needs of all district stakeholders. We will continue our good-faith efforts to reach a settlement in the days ahead and anticipate that our staff and their representatives will do the same.

Mr. Conlon suggested a moment of silence for a stated purpose.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XX. NEW BUSINESS

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

VOICE VOTE: All in Favor. MOTION PASSED.

WORKSHOP/DISCUSSION

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

VOICE VOTE: All in Favor. MOTION PASSED.

XXII. ADJOURNMENT

Motion by Mr. Conlon, seconded by Mr. Schultz, to adjourn the meeting at 9:42 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary/Business Administrator

tc