

WEST MILFORD TOWNSHIP BOARD OF EDUCATION  
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**BOARD OF EDUCATION  
 MINUTES  
 REGULAR/BUDGET MEETING  
 WEDNESDAY, FEBRUARY 27, 2013**

Mr. David Richards, Board President, called to order the Regular/Budget Meeting of the Board of Education on February 27, 2013, at 7:30 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, MS. BARBARA FRANCISCO:**

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Babbitt	Present	Mr. Foody	Present	Mr. Richards	Present
Mr. Bailey	Present/Arr. 8:28 p.m./Left at 9:28 p.m.	Mr. Gottlieb	Present	Mrs. Richards	Present
Mr. Conlon	Present/Left at 9:28 p.m.	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 35 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 8:46 p.m., for approximately 60 minutes, for the purpose of discussing personnel, negotiations, student matters, litigations and contracts. The Board reserves the right to take action after executive session.

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 Pep Rally, the AP Challenge assembly attended by Honors and AP students, Waffle Day, and the Debate Team. She also reported that the Foreign Language Honor Society hosted a dinner for the senior citizens, who were also treated to the High School production of "The Drowsy Chaperone." She spoke about the Teacher of the Year, Karen Johnson, the Empty Bowl fundraiser, Junior Parent Night, the Evening of Jazz, and that the Highlander Band will be hosting a golf outing at Crystal Springs.
- Dr. McLaughlin recognized three students who have completed the requirements for Eagle Scout and were awarded that rank on January 26<sup>th</sup> by Troop 3. They are Bryan Clark, Christopher Clark and Christopher Harrsch. He presented each of them with a Certificate of Honor.
- Dr. McLaughlin recognized Haley Steele for earning the distinction as the High School state champion in the Pole Vault event.
- The West Milford Education Foundation is hosting its 10<sup>th</sup> 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/>. 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 the Emergency Management Quick Reference Charts have been received and sent to each school.
- The school district continues to devote significant focus on areas of substance abuse prevention. Included among our efforts this year was a presentation of Jesse's Journey at West Milford High School. Currently, the district is finalizing plans to bring Jesse's Journey to Macopin School in May. As part of the community discussion portion of that presentation, community members suggested that the school district consider a random drug testing program in our district, similar to those in place at Pequannock, Lakeland Regional, DePaul HS and other high schools in our area.
- Dr. McLaughlin provided a brief update on the district goals, developed and approved by the Board for Education for the 2012-13 school year. Goal #1 was to increase guidance services in our district. Thus far this year, the district has initiated planning to ensure the guidance office is regularly

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

staffed through the summer months both clerically, administratively and on a counselor basis. In regard to academic intervention and planning, a monitoring system has been created to identify those students who are not achieving success at the high school level with mandated contacts to parents for students not passing one or more courses. In terms of planning, The ACT program is being utilized for our present 8<sup>th</sup> grade students to assist in gathering appropriate information relative to proper course placement. Also, the newly implemented RealTime program has been used to move up the process of teacher course recommendations and allow parents/students to see these recommendations prior to making course choices. Plans have been made to provide whole school PSAT testing to our juniors next year, creating greater familiarity with the SAT and a wider pool of opportunity for National Merit awards. Consideration is being given to creating an AP option for next year's 9<sup>th</sup> graders.

In Goal #2, the district has made significant efforts to increase community awareness of district activities through the establishment of a Facebook page and Twitter account. Over 750 individuals currently follow the district on Facebook! Additionally, the district has expanded its use of the Honeywell information system to communicate lower priority messages as well as emergency broadcasts. The administration also communicates regularly with our local media who continually provide our district with active coverage of events. Last but not least, the electronic sign outside our district complex is updated each week with current information, even advertising needs for substitute bus drivers and substitute teachers, which has proved extremely helpful.

Goal #3 focuses on the new teacher evaluation system, an effort coordinated by Ms. Iris Wechling. Ms. Wechling updated the Board members on the training that the staff is receiving. All administrators are participating in Teachscape.

- Dr. McLaughlin called upon Mrs. Reinhold to introduce Mr. Andrulli and Ms. Provost who explained the conception and purpose of the "Make a Change Club" at Macopin School. The students provided information on their activities and fundraisers.

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

- Ms. Francisco explained the budget materials provided to the Board.
- Motion by Mr. Conlon, seconded by Mrs. Schultz, to approve the following Board of Education meeting minutes:
  - 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

VOICE VOTE:

All in Favor.

MOTION PASSED.

**IX. PRESIDENT'S REPORT - Mr. David Richards**

Mr. Richards reported that the Township approved a Joint Committee with the Board of Education.

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

**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.

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

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

**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 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

**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.

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

1. (Continued)

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
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.

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

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
NOTE:	This placement is retroactive from January 30, 2013.	
67346	\$17,440.00	Glenview Academy Fairfield, New Jersey
NOTE:	This placement is retroactive from January 28, 2013.	
<b>70167</b>	<b>\$24,976</b>	<b>Lake Drive School Mountain Lakes, New Jersey</b>
<b>NOTE:</b>	<b>This placement is retroactive from February 25, 2013.</b>	

- (9.) The recommendation of the Superintendent to approve one (1) Special Education **TUITION CONTRACT** in the amount of \$13,603.00 (pro-rated) between the West Milford Board of Education and Paterson, New Jersey, for Student ID #4872398392, placed in a Resource Family Home in West Milford for the 2012-2013 school year, retroactive from February 1, 2013, through June 30, 2013.
10. 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:**

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.

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

Motion by Mrs. Schultz, seconded by Mr. Conlon, to approve the following agenda items #12 through #16:

- (12.) The recommendation of the Superintendent to approve the following Title I **PROGRESS TARGETS ACTION PLANS** for the 2012-2013 school year. (Documentation will be provided electronically)
- (13.) The recommendation of the Superintendent to authorize the submission of the Action Plan Assurance for the **PROGRESS TARGETS ACTION PLAN IMPLEMENTATION** for the 2012-2013 school year.
- (14.) The recommendation of the Superintendent to approve **THE SCHOOL AT LIGHTHOUSE**, Mays Landing, New Jersey, provider of homebound instruction for the 2012-2013 school year.
- (15.) The recommendation of the Superintendent to approve the **CANCELLATION OF A SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** with New Beginnings, Fairfield, New Jersey, student ID# 67386, retroactive from February 8, 2013.
- (16.) The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** for the 2012-2013 school year (tentative tuition charge):

<u>Student ID</u>	<u>Tuition</u>	<u>Placement</u>
67386	\$23,885.00	The Grammon School Fairfield, New Jersey

NOTE: This placement is retroactive from February 11, 2013.

**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	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

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

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

- 11. 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 27, 2013**; therefore,

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

11. (Continued)

**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/H-20	Unsubstantiated

**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	Absent	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

Motion by Mrs. Schultz, seconded by Mrs. Richards, to approve the following agenda item 17:

(17.) The recommendation of the Superintendent to accept the settlement agreement between the West Milford Township Board of Education and the parents of student ID# 63824.

**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	Absent	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

**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 (Codes 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 items:

(1.) The recommendation of the Superintendent to accept the resignation, with regret, of **RONA WEISSMAN**, Family Consumer Science Teacher, High School, effective June 30, 2013, for the purpose of retirement.



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

2. The recommendation of the Superintendent to approve the appointment of **PATRICIA HART**, Interim Principal, Westbrook School (PC#10.07.00.BTQ), at the salary of \$450.00 per day, without health benefits, effective March 25, 2013, through June 30, 2013. (Replaces Oberer) Account: 11-000-240-103-10-10-150
- (3.) The recommendation of the Superintendent to accept the resignation of **KRISTINA JIMENEZ**, Special Class Aide, Paradise Knoll School, effective April 14, 2013.
4. 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.

5. The recommendation of the Superintendent to approve the appointment of **KAREN STECHER(\*\*)**, Long Term Substitute Reading Specialist, Apshawa School (PC#99.01.99.BLE), 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.

6. The recommendation of the Superintendent to approve the appointment of **CAROLINE ZIEMAIK**, Long Term Substitute Guidance Counselor, High School (PC#99.09.00.BTR), at the salary of \$150.00 per day, without health benefits, effective March 4, 2013, through March 28, 2013. (Replaces Heaney) 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.

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 2012-2013 school year, effective February 28, 2013, through June 30, 2013.

**CARLY DeGREZIA-PENA** (Teacher)  
**DEBORAH LaRUSSO** (Teacher)  
**DAWN NOWACKI** (Teacher)  
**ANNA PROCTOR** (Teacher)  
**MONICA PYCH** (Teacher)  
**JOSEPH SMOLINSKI** (Teacher)  
**KAREN STECHER** (Teacher)  
**EMILY VINDLER** (Teacher)  
**ELLEN ZUBAN** (Teacher)

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

8. The recommendation of the Superintendent to approve the following addition to the non-certified personnel list of **SUBSTITUTE SECRETARIES/ BUILDING AIDES/CAFETERIA AIDES/SPECIAL CLASS AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS** for the 2012-2013 school year, effective February 28, 2013, through June 30, 2013:

**PETRO POLO** (Custodian)

9. 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.

- (10.) The recommendation of the Superintendent to approve the appointment of **IRENE REPOLA**, Long Term Substitute Administrative Assistant, Special Services Department, Board Office (PC#98.10.S9.BTS), at the hourly rate of \$19.31, for 3.5 hours per day, without health benefits, effective February 28, 2013, through April 17, 2013, per Board of Education/Unaffiliated Board Office Unit. (Replaces Gaffney) Account: 11-000-251-105-10-10-103

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

11. 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.

12. 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.

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

- (14.) The recommendation of the Superintendent to approve the appointment of **KAREN WILM**, Dispatcher, Pupil Transportation (PC#40.18.T3.BBF), at the prorated annual salary of \$40,000.00, with health benefits, effective February 28, 2013, through June 30, 2013, per Board of Education/Unaffiliated Employee Agreement. (Replaces Laski) Account: 11-000-270-160-10-10-100

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

- (15.) The recommendation of the Superintendent to approve the reassignment of **DAVID GEROLD**, Special Class Aide, from Upper Greenwood Lake School to Marshall Hill School (PC#60.04.S5.BLY), retroactive from February 11, 2013. Account: 11-190-100-106-10-10-000
- (16.) The recommendation of the Superintendent to approve the reassignment of **PENELOPE PAVLOPOULOS**, Special Class Aide, from High School to Maple Road School(PC#60.03.S5.BOB, PC#60.03.S5.BTP), effective March 4, 2013. Accounts: 11-215-100-106-10-10-000, 11-190-100-106-10-10-000
- (17.) The recommendation of the Superintendent to approve the appointment of **ANN MARIE LOMBARDO**, Orton-Gillingham Instructor, as a consultant to Special Services, not to exceed \$1,000.00, effective March 4, 2013, through June 30, 2013.
- (18.) The recommendation of the Superintendent to approve the following additions to **HOME INSTRUCTORS** for the 2012-2013 school year, effective February 28, 2013, through June 30, 2013:

**JOAN BENSON**  
**KAREN FLAHERTY**  
**JILL SIMONS**

- (19.) The recommendation of the Superintendent to approve the following **VOLUNTEERS**, to the **STUDENT ACTIVITY PROGRAMS**, for the 2012-2013 school year, at no cost to the district:

<u>Volunteer</u>	<u>School</u>	<u>Assignment</u>
<b>NINA COOK</b>	High School	Music Program
<b>ANDREA JONES</b>	Paradise Knoll	Media Center

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

- 20. 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:

<u>Employee Agreement</u>			
<u>WMAAS Agreement</u>	<u>Days</u>	<u>Unit Rate</u>	<u>Payment</u>
<b>MARGARET CODEY</b>	<b>28</b>	\$160.00	<b>\$4,480.00</b>
<u>WMBDA Agreement</u>			
<b>DEBRA WELLER</b>	<b>37.5</b>	\$ 35.00	<b>\$1,312.50</b>

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

21. 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 agreement - Account: 11-000-291-290-10-13-000:

Unaffiliated Board Office Unit

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

22. 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>
<b>SHAWN RHINESMITH</b>	Marshall Hill	Eco-Friendly Kids	12	\$336.00
<b>MERJEME DUFFY</b>	Marshall Hill	Eco-Friendly Kids	12	\$336.00
<b>COLLEEN MANGAN</b>	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.

23. 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>
<b>LISA KNATZ</b>	Nurse	June 10, 14, 17	\$33.00
<b>ANDREA JONES</b>	ATC Certified	June 10, 14, 17	\$33.00
<b>SUE MAURER</b>	ATC Certified	June 10, 14, 17	\$33.00
<b>PATRICIA KANE</b>	Nurse	June 10, 14, 17	\$33.00
<b>CONSTANCE KILROY</b>	Nurse	June 10, 14, 17	\$33.00
<b>CATHY SANTONACITA</b>	Nurse	June 14, 17	\$33.00
<b>BARBARA CORBETT</b>	Nurse	June 10	\$33.00
<b>PAMELA FENNING</b>	Clerical	June 10, 14, 17	\$21.28
<b>CHRISTINE BERTHA</b>	Clerical	June 14	\$21.28
<b>STEPHANIE FRESCHI</b>	Clerical	June 10,17	\$21.28

Substitutes

<b>CATHY SANTONACITA</b>	Nurse
<b>BARBARA CORBETT</b>	Nurse
<b>CHRISTINE BERTHA</b>	Clerical
<b>STEPHANIE FRESCHI</b>	Clerical

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

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

24. 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.

25. 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
26. 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>
<b>BRIAN LESLIE</b>	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.

27. 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.
28. 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.
29. 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.

30. The recommendation of the Superintendent to approve the **COMMUNITY SCHOOL STAFF, COURSES AND PROGRAMS** for the spring 2013 semester. (Document provided electronically.)
31. 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>
<b>CARLY DEGREZIA-PENA</b>	Centenary College	High School Guidance

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

(32.) The recommendation of the Superintendent to approve the following **PARADISE KNOLL 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 NCLB Title I:

<u>Employee</u>	<u>Program</u>	<u>Hours</u>	<u>Payment</u>
<b>MARTHA COOK</b>	Instructional Support	17	\$476.00
<b>JOYCE JANIS</b>	Instructional Support	17	\$476.00
<b>SHARON JENSEN</b>	Instructional Support	17	\$476.00
<b>DARLENE McNAMARA</b>	Instructional Support	17	\$476.00

NOTE: Hourly rate may be adjusted pending completion of contract negotiations. Funded through NCLB Title I.

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

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 approve the Memorandum of Understanding with Our Lady Queen of Peace, Hewitt, New Jersey, for the **RENTAL OF FACILITIES**.

NOTE: The hours will be adjusted by the Board Attorney.

- (3.) The recommendation of the Superintendent to permit **PRINCETON HYDRO**, Ringoes, New Jersey, to install a rain garden in the front of Marshall Hill School to improve the water quality of Greenwood Lake. (Documentation provided electronically.)
4. 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.

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

- (5.) The recommendation of the Superintendent to 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>June 2013</u>
<b>DANIEL J. WILLEVER</b>	\$ 666.68
<b>RHONDA COOPERSTEIN</b>	\$ 666.68

6. 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.)
7. 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.
8. The recommendation of the Superintendent to accept the **DONATION** of \$500 from David and Donna Richards for the High School Musical.
9. The recommendation of the Superintendent to accept the **DONATION** of \$4,000 to purchase iPads for students from the Macopin School PTA.

**ROLL CALL VOTE ON ITEMS #1, #3 THROUGH #7, AND #9:**

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 #2:**

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

**ROLL CALL VOTE ON #8:**

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

The **MOTION PASSED:** 7 Yes; 2 Abstentions

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

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

10. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **February 27, 2013**, in the amount of \$4,070,651.49. (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. Conlon, seconded by Mrs. Schultz, to approve the following agenda item:

11. The recommendation of the Superintendent to approve the **PAYROLL** of **January 31, 2013**, and **February 15, 2013**, in the amount of \$3,999,805.13. (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	Abstained	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED:** 7 Yes; 1 Abstention

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

12. 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.)

Total transfers in the amount of \$1,134,904.74.



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	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

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

13. 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.)

14. 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.

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

XV. POLICY - Mr. Matthew Conlon, Chairperson

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

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

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.)

**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.

**XVI. SPECIAL COMMITTEES/LIAISON REPORTS**

Parks & Recreation - Mr. Conlon had no report.

Safety - Mr. Babbitt had no report.

Superintendent's Roundtable - Mrs. Schultz reported that March 15 is the deadline for the Kindergarten Kick Off registration. She also spoke about snow routes and parent notification.

Passaic County School Boards Association/New Jersey School Boards Association/Legislative - Mr. Gottlieb spoke about the Governor's address and state aid allocations.

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

West Milford Education Foundation - Mrs. Koeppe reminded everyone about the Taste of the Highlands.

**XVII. OLD BUSINESS**

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

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

**XVIII. NEW BUSINESS**

- District Strategic Plan

Mr. Conlon made a motion, seconded by Mrs. Schultz, to postpone the discussion on the District Strategic Plan until the Board meeting on March 21, 2013.

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

- Mr. Gottlieb spoke about the recordings of the meetings and the personnel changes happening at Cablevision.

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

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

The Board returned from Executive Session at 9:35 p.m.

**XX. ADJOURNMENT**

Motion by Mrs. Schultz, seconded by Mr. Foody, to adjourn the meeting at 9:39 p.m.

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

Respectfully submitted,

Barbara Francisco  
Business Administrator/Board Secretary

tc