

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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BOARD OF EDUCATION
MINUTES
REGULAR/PUBLIC BUDGET HEARING MEETING
APRIL 26, 2016

Mr. James Foody, called to order the Regular/Public Budget Hearing Meeting of April 26, 2016, at 7:36 p.m. He led the flag salute, read the Open Public Meetings Act Statement, and offered best wishes to Mr. Drew. Mr. Foody reminded everyone in attendance to silence or turn off their cell phones and note the locations of the emergency exits.

OPEN PUBLIC MEETINGS ACT STATEMENT

In accordance with the provisions of the Open Public Meetings Act, a public notice of this meeting has been sent to Board Members, all district schools, the Herald News, the Trends, the Record, 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. Copies of the Board Meeting Calendar Resolution were provided to all local media, Town Hall, Township Library, and all district schools.

ROLL CALL BY MS. BARBARA FRANCISCO, BOARD SECRETARY:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Bailey	Present/Arr. 7:43 p.m.	Mrs. Dwyer	Present	Mrs. O'Brien	Present
Mr. Devor	Present	Mr. Foody	Present	Mr. Robbins	Present
Mr. Drew	Absent	Mr. Huber	Present	Mrs. Schultz	Present

ADMINISTRATION	POSITION	ATTENDANCE
Mr. Anthony Riscica	Interim Superintendent of Schools	Present
Ms. Barbara Francisco	Board Secretary/Business Administrator	Present
Mr. Daniel Novak	Director of Education	Present
Dr. Elizabeth McQuaid	Director of Special Services	Present
Joseph Roselle, Esq.	Board of Education Attorney	Present
Matthew Ventrella	Student Representative	Present

There were approximately 25 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

Motion by Mr. Devor, seconded by Mrs. O'Brien, to approve the following Resolution:

RESOLVED, that the Board go into Executive Session at 9:00 p.m. for approximately 60 minutes for the purpose of discussing personnel, negotiations 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The executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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 - Mr. Anthony Riscica

- Student Representative Report - Matthew Ventrella
Matt spoke about spring sports and wished the teams good luck, especially Boys Volleyball in their first varsity season. He also spoke about the Senior Prom and planned Student Council/National Honor Society activities, the success of the District Arts festival, the Indoor Percussion team's first place finish at the national tournament, and the History Bowl where the team made Nationals in their first year of competition.
- Monthly Progress toward District Plan
- School of Character Recognition Ceremony at Rider University on May 20, 2016 - Maple Road School site visit has been completed.
- Implementation of myK12 - HIB Manager System which included a staff development component.

VIII. EDUCATION REPORT - Mr. Daniel Novak

- PARCC Update - testing had a good start on Tuesday. On Wednesday the statewide system went down. Everything was up and running for Thursday.
- Reflection on Special Services - Mr. Riscica thanked Dr. McQuaid for her Special Services presentation which can be viewed on the district's website.

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

- Ms. Francisco provided a presentation for the Public Budget Hearing for 2016-2017.
- Motion by Mrs. O'Brien, seconded by Mrs. Dwyer, to approve the following Board of Education meeting minutes:
 - March 1, 2016 Regular Meeting (postponed from February 23, 2016)
 - March 1, 2016 Executive Session
 - March 8, 2016 Special Meeting
 - March 8, 2016 Executive Session
 - March 15, 2016 Workshop/Preliminary Budget Hearing Meeting
 - March 15, 2016 Executive Session
 - March 22, 2016 Regular Meeting

**IX. SPECIAL REPORTS AND CORRESPONDENCE - Ms. Francisco, Board Secretary/
Business Administrator - Continued**

- March 22, 2016 Executive Session
- March 29, 2016 Special Meeting
- March 29, 2016 Executive Session

VOICE VOTE: Mrs. O'Brien Abstained on the March 1 minutes; all others in favor. MOTION PASSED.

X. LEGAL REPORT

There was no report.

XI. PRESIDENT'S REPORT - Mr. James Foody

Mr. Foody read Mr. Drew's statement to the Board and public.

Mr. Foody informed the Board members he received the NJSBA review of the Policy Manual. He will send a copy of the information to Board members and that information will be discussed with the Policy Committee.

XII. 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.

Mary Moore spoke about the size of the 2016-17 grade 3 class at Apshawa. She was happy to learn the Board was willing to maintain three sections as smaller class size boosts academic achievement.

Motion by Mrs. O'Brien, seconded by Mrs. Schultz, to close Petitions and Requests.

VOICE VOTE: All in Favor. MOTION PASSED.

XIII. MOTION BY MRS. DWYER, SECONDED BY MRS. O'BRIEN, TO ADOPT THE AGENDA, AS AMENDED.

VOICE VOTE: All in Favor. MOTION PASSED.

XIV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Steven Drew, Chairperson

Motion by Mrs. Schultz, seconded by Mrs. O'Brien, to approve the following agenda item:

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

(1.) The recommendation of the Superintendent to approve the following resolution:

BE IT RESOLVED, by the West Milford Township Board of Education, County of Passaic, that the **2016-2017 DISTRICT BUDGET** be approved as follows:

General Fund	\$73,306,435
Special Revenue	\$ 1,342,535
Debt Service	\$ 525,613
TOTAL BUDGET	\$75,174,583

BE IT FURTHER RESOLVED, that the following **GENERAL FUND AND DEBT SERVICE TAX LEVIES** be approved to support the 2016-2017 Final Budget:

General Fund	\$53,542,837
Debt Service	\$ 524,720
TOTAL	\$54,067,557

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Schultz	Yes	Mrs. Dwyer	Yes	Mr. Devor	Yes
Mr. Robbins	Yes	Mrs. O'Brien	Yes	Mr. Bailey	Yes
Mr. Drew	Absent	Mr. Huber	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

Motion by Mrs. Schultz, seconded by Mrs. O'Brien, to approve the following agenda items:

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

WHEREAS, the Hunterdon County Educational Services Commission ("HCESC"), as Lead Agency for the HCESC cooperative pricing system (system identifier 34HUNCCP), has awarded a contract for proprietary Apple technology products (bid number HCESC-TEC-16-01), effective March 25, 2016, following the public solicitation of sealed bids, pursuant to N.J.S.A. 18A:18A-15, N.J.S.A. 40A:11-13, and N.J.A.C. 5:34-9.1; and

WHEREAS, the West Milford Board of Education is a member of the HCESC cooperative pricing system and is authorized to make purchases from contracts awarded by the HCESC, pursuant to N.J.A.C. 5:34-7.1, et seq.; and

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

2. (Continued)

WHEREAS, the West Milford Board of Education authorizes the Business Administrator to make purchases of the Apple technology products covered by the HCESC contract, as per the certification attached herewith; and

WHEREAS, the Apple technology products covered by the HCESC contract sought by the West Milford Board of Education are of such a specialized nature that only such products will meet the needs of the West Milford Board of Education; and

WHEREAS, the West Milford Board of Education has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products were used to supplement the existing technology; and

WHEREAS, the use of non-Apple products would require either the wholesale replacement of the technology currently used by the West Milford Board of Education or an unsupportable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting laws;

NOW, THEREFORE, BE IT RESOLVED, that the West Milford Board of Education hereby authorizes the purchase of proprietary Apple technology products through HCESC Contract (HCESC-TEC-16-01) from Apple, Inc., 5505 W. Parmer Lane, MS 578-ROA, Austin, TX 78727-6524, for the following items:

iMac, iMac mini, MacBook, MacBook Air, MacBook Pro, iPad Air, iPad mini, iPad Pro, Displays, Mac Pro, Memory, Input Devices, Accessories, Cases and Covers, Protection Plans, Apple TV, and other emerging technologies that will enhance or support current infrastructure.

3. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION SERVICES AGREEMENT** with **PASSAIC COUNTY EDUCATIONAL SERVICES COMMISSION**, to transport one (1) West Milford student (ID#71410) to **CHILDREN'S THERAPY CENTER**, Fairlawn, New Jersey (Route #WMFL), retroactive from March 24, 2016, through June 30, 2016, at a route cost of \$16,188.00, plus a 4% administrative fee of \$647.52, for a total cost of \$16,835.52.
4. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **SUSSEX COUNTY REGIONAL COOPERATIVE**, Hopatcong, New Jersey, for Athletic/Field Trips for the 2016-2017 school year, and the renewal of bid routes WM-A1 and WM-C1, effective September 1, 2016, through June 30, 2017, for contractor **ARTHUR JORDAN TRANSPORTATION, INC.**, Butler, New Jersey, to provide 54-passenger buses at a minimum price for a four-hour trip of \$360.00 per bus, \$60.00 per bus for each additional hour, a no-show rate of \$150.00 per bus, and a 2% associated administrative cost to Sussex County Regional Cooperative.

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

5. The recommendation of the Superintendent to approve a resolution authorizing participation in a cooperative purchasing agreement with **REGION VIII EDUCATION SERVICE CENTER**, through The Interlocal Purchasing System (TIPS) Program, for the purchase of technology supplies, goods and services, materials, software, technology support and equipment.
6. The recommendation of the Superintendent to approve **an amendment to a previously approved motion (March 2016)**, for the award of a contract for the purchase of four (4) 2017 24-Passenger School Buses, to **H.A. DE HART & SON, INC.**, Thorofare, New Jersey, through membership with **THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY**, Cooperative Pricing System Agreement, School Bus Bid #MRESC 15-16/37 (bid term 12/2/15-12/1/16), at a cost of \$56,233.14 per bus, for a total purchase price of \$224,932.56, and to finance said purchase through the **PASSAIC COUNTY IMPROVEMENT AUTHORITY (PCIA), PASSAIC MUNICIPAL BANC PROGRAM**, with a five (5) year lease/purchase term, **including all applicable fees**. (Documentation provided electronically.)

NOTE: This cooperative pricing system was formerly known as Middlesex Regional Educational Services Commission.

7. The recommendation of the Superintendent to approve a Resolution authorizing the execution of various documents in connection with the Passaic County Improvement Authority's Passaic Municipal Banc Program, as follows:

WHEREAS, under the Passaic Municipal Banc Program (as defined herein), various municipalities, local authorities and school districts within the County of Passaic (the "County") and the County (each a "Participant") submit a request (the "Application") to the Passaic County Improvement Authority ("the Authority" or "Lessor") to borrow funds from the Authority (the "Passaic Municipal Banc Program") to finance the lease purchase of certain capital equipment and, if applicable, other personal property (the "Property"); and

WHEREAS, under the Passaic Municipal Banc Program, the Authority will assign all rights, title and interest in the Property, and the right to receive lease payments due under the Master Lease (as hereinafter defined) to U.S. Bancorp Government Leasing and Finance, Inc., (the "Assignee") under an Assignment Agreement entered into by and between the Authority, as Assignor, and the Assignee; and

WHEREAS, under the Passaic Municipal Banc Program, the Assignee intends to provide funds to acquire the Equipment over time, and immediately lease the Equipment to the Participant, all pursuant to the terms of that certain "Master Tax-Exempt Lease Purchase Agreement" entered into by and between the Participant, as lessee, and the Authority, as lessor (together with any amendments thereof or supplements thereto, in accordance with the terms thereof, the "Master Lease"); and

WHEREAS, under the Master Lease, the Participant shall make lease payments to the Assignee; and

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

7. (Continued)

WHEREAS, the Participant will make lease payments that are subject to annual appropriation of said Participant in an amount sufficient to pay the corresponding lease payments applicable to the Property, plus all administrative expenses of the Passaic Municipal Banc Program; and

WHEREAS, pursuant to the county improvement authorities law, constituting Chapter 183 of the Pamphlet Laws of 1960 of the State, and the acts amendatory thereof and supplemental thereto, specifically Section 37 thereof (N.J.S.A. 40:37A-80), the County may for the purpose of aiding the Authority in the planning, undertaking, acquisition, construction or operation of a public facility, guaranty the punctual payment of moneys for the purposes of the Authority (the "County Guaranty"); and

WHEREAS, in order to implement the County Guaranty, and in accordance with the terms of that certain agreement entitled Guaranty Agreement by and between the County and the Authority (the "County Agreement"), the County intends to appropriate moneys to the Authority to the extent the lease payments made by the Participant to the Assignee are not sufficient;

NOW, THEREFORE, BE IT RESOLVED by the West Milford Board of Education (the "Board") as follows:

Section 1. That the Master Lease, in the form presented to this meeting, be and the same is hereby approved, and the President, Vice President or Business Administrator of the Board (each, an "Authorized Participant Representative") is hereby authorized to, and one of such officers shall execute the Master Lease, with such additions, deletions or modifications as such officer(s) of the Participant, the Lessor, and Assignee shall approve, and such approval will be conclusively evidenced by the execution and delivery thereof.

Section 2. The lease payments required by the Master Lease are subject to annual appropriation of said Participant in an amount sufficient to pay the corresponding lease payments applicable to the Property, plus all administrative expenses of the Passaic County Municipal Banc Program.

Section 3. That any Authorized Participant Representative is hereby authorized and directed to execute and deliver any and all documents and instruments and to do and cause to be done any and all acts and things necessary or proper for the execution and delivery of the Master Lease and for carrying out the sale, issuance and delivery of the lease obligations, and all related transactions contemplated by this resolution.

Section 4. This Resolution constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Board reasonably expects to pay expenditures with respect to the Property prior to the date that Board incurs obligations under the Master Lease, and such expenditures shall not be more than sixty (60) days prior to the passing this Resolution. The Board reasonably expects to reimburse

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

7. (Continued)

such expenditures with the proceeds of obligations to be incurred by the Board under the Master Lease. The maximum principal amount of obligations expected to be issued for payment of the costs of the Property is \$227,981.89.

Section 5. The following additional matters are hereby determined, declared, recited and stated:

- a) The maximum amount of the Participant's lease payments shall not exceed \$47,327.13 and the interest rate on said lease obligations shall not exceed 1.696% percent per annum;
- b) The items to be leased from the Lessor shall be set forth in Exhibit A hereto; provided that the President or any authorized representative of the Board (as defined in the Master Lease) may substitute or add items of equipment, with the Lessor's and Assignee's permission, in accordance with the provisions of the Master Lease; and
- c) The lease term applicable to a particular item of leased equipment shall not exceed the useful life of such item.

Section 6. This resolution shall become effective immediately.

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

<u>Date</u>	<u>School</u>	<u>Principal/Supervisor</u>
4/8/16	St. Catherine of Bologna	Sr. Theresa Firenze
4/5/16	Paradise Knoll	Jennifer Miller
4/7/16	WMHS/Macopin	Paul Gorski/Mary Reinhold
4/4/16	Highlander Academy	Nicholas Del'Re
4/5/16	Westbrook	Deanne Somers
4/5/16	Apshawa School	Stephanie Primavera
4/5/16	New Beg. Annex (Apshawa)	Brian McCarter (Supervisor)
4/7/16	New Beg. Annex (Macopin)	Brian McCarter (Supervisor)
4/7/16	Marshall Hill	Michael McCormick
4/5/16	New Beg. Annex (Maple Road)	Brian McCarter (Supervisor)

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

8. (Continued)

<u>Date</u>	<u>School</u>	<u>Principal/Supervisor</u>
4/5/16	Maple Road	William Kane
4/6/16	U.G.L.	Steven Deo

9. The recommendation of the Superintendent to approve payments to the following employee(s) for participation in the **HEALTH BENEFITS INCENTIVE** program - Account: 11-000-291-270-10-13-000:

	<u>December 2015</u>	<u>June 2016</u>
KRISTEN ALONSO	-0-	\$166.67

(10.) The recommendation of the Superintendent to approve the following resolution:

Be it resolved that the West Milford Board of Education does not require the Lakeland Andover School to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the New Jersey Department of Agriculture's Child Nutrition Program regulations.

11. The recommendation of the Superintendent to accept the **DONATION** of 15 Chromebooks, including licensing and warranty, to Westbrook School, in the amount of \$3,472.36 from the Westbrook School PTA.

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mrs. O'Brien	Yes	Mr. Robbins	Yes
Mr. Bailey	Yes	Mrs. Schultz	Yes	Mr. Devor	Yes
Mr. Drew	Absent	Mr. Huber	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

Motion by Mrs. Schultz, seconded by Mrs. O'Brien, to approve the following agenda item:

12. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **April 26, 2016**, in the amount of \$7,783,645.76. (Documentation to be provided electronically.)

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Schultz	Yes	Mrs. Dwyer	No	Mr. Devor	Yes
Mr. Robbins	Yes	Mrs. O'Brien	Yes	Mr. Bailey	Yes
Mr. Drew	Absent	Mr. Huber	No	Mr. Foody	Yes*

*Mr. Foody voted "Yes" for Payroll and "No" for the Bill List.
The **MOTION PASSED**.

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

Motion by Mrs. Schultz, seconded by Mrs. O'Brien, to approve the following agenda item:

- 13. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **April 26, 2016**:

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 **2015-2016** budget be affirmed and approved. (Document to be provided.)

Total transfers in the amount of \$479,921.73.

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Devor	Yes	Mrs. O'Brien	Yes	Mr. Robbins	Yes
Mr. Bailey	Yes	Mrs. Schultz	Yes	Mrs. Dwyer	No
Mr. Drew	Absent	Mr. Huber	Yes	Mr. Foody	Abstained

The **MOTION PASSED**: 6 Yes; 1 No; 1 Abstention

Motion by Mrs. Schultz, seconded by Mrs. O'Brien, to approve the following agenda items:

- 14. The recommendation of the Superintendent to approve the following Resolution:

WHEREAS, the Agenda file of **April 26, 2016** 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:

\$6,943,131.57 as of March 31, 2016, therefore

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

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

RESOLVED, that the Board certify as of March 31, 2016, after review of the Secretary's Monthly Report (A-148) and Treasurer's Monthly Report (A-149), and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over-expended in accordance with N.J.A.C. 6A:23A-13.3 and 6A:23A-16.10, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Dwyer	Abstained	Mr. Drew	Absent
Mr. Huber	Yes	Mr. Devor	Yes	Mrs. O'Brien	Yes
Mr. Robbins	Yes	Mrs. Schultz	Yes	Mr. Foody	Yes

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

Motion by Mrs. Schultz, seconded by Mrs. O'Brien, to approve the following resolution:

- (16.) The recommendation of the Superintendent to accept a proposal for professional services from **DI CARA | RUBINO ARCHITECTS**, Wayne, New Jersey, in the amount of \$48,000.00 to prepare base plans for the design development and submission to the NJDOE for auditorium renovations at West Milford High School.

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Huber	Yes	Mrs. Dwyer	Yes	Mr. Bailey	Yes
Mr. Robbins	Yes	Mrs. Schultz	Yes	Mr. Drew	Absent
Mrs. O'Brien	Yes	Mr. Devor	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

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

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

Motion by Mrs. O'Brien, seconded by Mrs. Schultz, to approve the following agenda items:

1. The recommendation of the Superintendent to accept the resignation, with regret, of **ABBY PIATTI**, School Bus/Van Driver, Transportation, effective July 1, 2016, for the purpose of retirement.
2. The recommendation of the Superintendent to accept the resignation of **DIANE KOVALCIK**, Learning Disabilities Teacher/Consultant, Paradise Knoll School, effective June 30, 2016.
- (3.) The recommendation of the Superintendent to accept the resignation of **ANTHONY TALLIA**, Custodian, Macopin School, effective June 30, 2016.

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

4. The recommendation of the Superintendent to approve the appointment of **LINDSAY HEFFERON**, Special Class Aide (Preschool Disabled), Marshall Hill School (PC# 60.04.S5.CBP), at the annual salary of \$22,420.00 (Step 1)(prorated) with health benefits, effective April 27, 2016 through June 30, 2016, per Board of Education/WMTAA Agreement. (New Position) Account: 11-214-100-106-10-10-000

5. The recommendation of the Superintendent to approve the appointment of **MARY LOTITO**, Long Term Substitute Kindergarten Teacher, Westbrook School (PC#99.07.00.ABP), at the annual salary of \$53,920.00 (BA/1) (prorated) without health benefits, effective May 23, 2016, through June 30, 2016. (Replaces Schoer) Account: 11-110-100-101-10-10-103

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 **PEGGY PAULSON**, Long Term Substitute Grade 6 Teacher, Upper Greenwood Lake School (PC#99.06.99.CBQ), at the per diem rate of \$150.00, without health benefits, effective May 2, 2016, through June 30, 2016. (Replaces Turi) Account: 11-130-100-101-10-10-103

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 a **TRANSFER OF ASSIGNMENT** for **EMILY VINDLER**, from Intervention Specialist, Upper Greenwood Lake School to Long Term Substitute Grade 3 Teacher, Upper Greenwood Lake School (99.06.99.BLR), at the per diem rate of \$150.00, without health benefits, effective May 2, 2016, through June 30, 2016. (Replaces Accardi) 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.

(8.) The recommendation of the Superintendent to approve an extension to the **TEMPORARY INCREASE OF ASSIGNMENT** for **CARLY HERSCHMAN** from 0.6 Social Worker, High School to 1.0 Social Worker, High School, Maple Road and Upper Greenwood Lake Schools (PC#90.03.33.BMX), at the annual salary of \$57,670.00(MA/1) (prorated), with health benefits, effective May 1, 2016, through June 30 2016, per Board of Education/WMEA Agreement. (Replaces Gencarelli) Account: 11-000-219-104-10-10-142

9. The recommendation of the Superintendent to approve a leave of absence for **LINDSAY GARDNER-DAMMERS**, Special Education Teacher, Apshawa School, with pay using sick days effective June 20, 2016, through June 21, 2016, then without pay effective September 1, 2016, through November 23, 2016. (Maternity/Child Rearing)

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

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

(10.) The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (March 2016)**, for a leave of absence for **VASA SAVOV**, Special Use Vehicle Driver, Transportation, with pay using sick and personal days, retroactive from February 1, 2016, through **May 1, 2016**, then under the Family Medical Leave Act, without pay, effective **May 2, 2016**, through June 1, 2016. (Medical)

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

(11.) The recommendation of the Superintendent to approve an extension to a leave of absence for **MARIBETH ROMAINE**, Special Use Vehicle Driver, Transportation, without pay, retroactive from April 4, 2016, through June 1, 2016. (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 for **MARYANN SMOLINSKI**, Special Use Vehicle Driver, Transportation, with pay using sick and personal days, retroactive from January 4, 2016, through May 9, 2016, then under the Family Medical Leave Act, without pay, effective May 10, 2016, through June 30, 2016. (Medical)

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

(13.) The recommendation of the Superintendent to approve the following **NURSES/ATC CERTIFIED PERSONNEL and CLERICAL SERVICES** for the **FALL 2016 STUDENT ACTIVITY ATHLETIC PHYSICALS** (June 2016), not to exceed four (4) hours per night (12 hours total), per Board of Education/WMEA Agreement - Account: 11-402-100-104-10-10-000:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
LISA KNATZ	Nurse	\$33.00
ANDREA JONES	ATC Certified	\$33.00
SUE MAURER	ATC Certified	\$33.00
CONSTANCE KILROY	Nurse	\$33.00
MEGAN CAVALLO	ATC Certified	\$33.00
BRENDAN BYRNES	ATC Certified	\$33.00
BARBARA CORBETT	Nurse	\$33.00
PAMELA FENNING	Clerical	\$21.28
AIMEE VIZZI	Clerical	\$21.28
JODI WUNDRACK	Clerical	\$21.28

Substitutes

BARBARA CORBETT	Nurse
BRENDAN BYRNES	ATC Certified
JODI WUNDRACK	Clerical
JANET CONLON	Clerical
MARGARET BARKER	Clerical
TRACY LYNCH	Clerical
TRACEY DEL COLLIANO	Clerical
STEPHANIE MARQUARD	Clerical

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

- 20. The recommendation of the Superintendent to approve the appointment of **HERBERT ANDERSEN**, High School student as an **AUDIO VISUAL/LIGHTING TECHNICIAN** for the 2015-2016 school year, retroactive from March 11, 2016, at an hourly rate not to exceed \$10.00. Account: 11-000-262-300-17-17-000
- (21.) The recommendation of the Superintendent to approve the following **INTERN** for the **SPRING** semester for the 2015-2016 school year at no cost to the district:

<u>Student Teacher</u>	<u>College</u>	<u>Subject/Grade</u>
NICHOLAS CONLON	Rutgers	Athletic Director

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Dwyer	Yes	Mr. Robbins	Yes
Mr. Devor	Yes	Mr. Huber	Yes	Mrs. Schultz	Yes
Mr. Drew	Absent	Mrs. O'Brien	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

Motion by Mrs. O'Brien, seconded by Mrs. Schultz, to approve the following items #22 through #26:

- (22.) The recommendation of the Superintendent to accept the resignation, with regret, of **MARY BETH RAYMAR**, World Language Teacher, High School, effective June 30, 2016, for the purpose of retirement.
- (23.) The recommendation of the Superintendent to accept the resignation of **CHRISTINE CALABRESE**, Art Teacher, District-wide, effective June 30, 2016.
- (24.) The recommendation of the Superintendent to approve the appointment of **AMANDA VAN SCHAIK**, Long Term Substitute 0.5 Special Class Aide, Upper Greenwood Lake School (PC#93.06.S7.CAY), at the per diem rate of \$37.50, without health benefits, effective April 27, 2016, through June 30, 2016. (Replaces Zuban) Account: 11-213-100-106- 10-10-000
- (25.) The recommendation of the Superintendent to approve a leave of absence for **KATHLEEN WEREN**, Encore Teacher, Apshawa School, with pay using sick and personal days retroactive from April 25, 2016, through June 20, 2016 (1/2 day), then without pay effective June 20, 2016 (1/2 day), through June 21, 2016. (Medical)
- (26.) The recommendation of the Superintendent to accept the resignation, with regret, of **KATHLEEN WEREN**, Encore Teacher, Apshawa School, effective July 1, 2016, for the purpose of retirement.

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

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Dwyer	Yes	Mr. Robbins	Yes
Mr. Devor	Yes	Mr. Huber	Yes	Mrs. Schultz	Yes
Mr. Drew	Absent	Mrs. O'Brien	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

XVI. POLICY - Mr. James Devor, Chairperson

Motion by Mr. Devor, seconded by Mrs. O'Brien, to approve the following agenda items #2 and #3: (Item #1 was pulled; no action was taken.)

2. The recommendation of the Superintendent to approve the First Reading of a revised **POLICY** entitled, "School Nutrition Programs." (Code 8540)
3. The recommendation of the Superintendent to approve the First Reading of a new **POLICY** entitled, "Outstanding Food Service Charges." (Code #8550) (Documentation provided electronically.)

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mrs. O'Brien	Yes	Mr. Robbins	Yes
Mr. Bailey	Yes	Mrs. Schultz	Yes	Mr. Devor	Yes
Mr. Drew	Absent	Mr. Huber	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

The following agenda item was pulled; no action was taken.

1. The recommendation of the Superintendent to approve the First Reading of a revised **POLICY** entitled, "Student Grievance." (Code #5710) (Documentation to be provided electronically.)

XVII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

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

1. The recommendation of the Superintendent to approve an agreement with **PROJECT ADVENTURE** to provide an additional two (2) days of professional development on-site training to staff regarding Full Value and Project Adventure Programming for the 2015-2016 school year, not to exceed \$16,000. Account: 20-270-200-320-10-50-000 - NCLB Grant

NOTE: Board approved on May 26, 2015, for initial 3 days of training. Funded through the NCLB Grant.

XVII. EDUCATION, Mrs. Dwyer, Chairperson - Continued

- 2. The recommendation of the Superintendent to approve an agreement with **GILDER LEHRMAN** to provide professional development on-site training to staff regarding Cold War/Vietnam War Historian and Master Teacher Fellow Session for one (1) day not to exceed \$4,000.00. (11-000-223-890-08-35-000 \$2,000.00 and 11-000-223-890-09-35-000 \$2,000.00)
- 3. The recommendation of the Superintendent to approve the **FIELD TRIP LOCATIONS** for the 2016-2017 school year:

WHEREAS, the Board of Education (the "Board") recognizes that field trips, used as a device for teaching and learning, are integral to the curriculum, educationally sound and an important ingredient in the instructional program of the school; and

WHEREAS, a field trip is defined as any journey by a group of pupils away from the school premises, under the supervision of a teacher, which is part of an approved course of study and conducted for the purpose of affording a first-hand educational experience not available in the classroom.

WHEREAS, the Board of Education shall consider field trips which are included in curriculum guides to have been approved in advance and all trips not listed in the curriculum guide must be individually approved by the Board.

NOW THEREFORE, BE IT RESOLVED, that the Board directs the Administration to adopt the attached list of field trip locations. (Documentation provided electronically.)

- 4. The recommendation of the Superintendent to approve the following **REGULAR EDUCATION TUITION RECEIVABLE CONTRACTS** for the 2015-2016 school year (Tuition Pro-rated):

<u>District Placement</u>	<u>Tuition</u>	<u>Sending District</u>
Grade 2	\$14,740	State of New Jersey

NOTE: State of New Jersey reimburses for out-of-state students that have been residing in the shelter over 180 days.

- (5.) The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** for the 2015-2016 school year retroactive from April 18, 2016 through June 30, 2016 (Tuition Pro-rated):

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1 Student #62882	\$12,387.24	Chancellor Academy Pompton Lakes, New Jersey

- 6. The recommendation of the Superintendent to approve an **EXCHANGE STUDENT** to attend West Milford High School beginning September 2016 through June 2017. Tuition will be waived for this student.

NOTE: Student registration will occur once Board approves entry.

XVII. EDUCATION, Mrs. Dwyer, Chairperson - Continued

7. 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:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Dwyer	Yes	Mr. Drew	Absent
Mr. Huber	Yes	Mr. Devor	Yes	Mrs. O'Brien	Yes
Mr. Robbins	Yes	Mrs. Schultz	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

XVIII. NEGOTIATIONS - Mr. James Foody, Chairperson

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

1. **BE IT RESOLVED**, that the West Milford Board of Education approves the Memorandum of Agreement with the West Milford Unaffiliated Board Office Unit for the period from July 1, 2015, through June 30, 2018. (Documentation provided electronically.)

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mr. Bailey	Yes	Mr. Drew	Absent
Mr. Huber	Yes	Mr. Devor	Yes	Mrs. O'Brien	Yes
Mr. Robbins	Yes	Mrs. Schultz	Yes	Mr. Foody	Abstained

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

XIX. SPECIAL COMMITTEES/LIAISON REPORTS

Parks & Recreation - Mr. Robbins spoke about the fields at each school. The Recreation Department is willing to supply some labor to improve the fields if the Board of Education supplies the clay. Parks & Recreation would like to do a presentation to the Board at a future meeting.

Safety - Mr. Bailey had no report.

Superintendent's Roundtable - Mrs. Schultz had no report.

Mrs. O'Brien moved to extend Executive Session until 9:20 p.m., second by Mr. Huber.

VOICE VOTE: All in Favor. MOTION PASSED.

XIX. SPECIAL COMMITTEES/LIAISON REPORTS - Continued

Passaic County School Boards Association - Mrs. Schultz attended the meeting last night at the Brownstone where Mr. Bailey was honored for 20 years of service as a Board of Education member. The Program was on Effective Communication with Legislators. Mrs. Dwyer, Mrs. O'Brien and Mr. Foody also attended the meeting.

New Jersey School Boards Association - Mr. Foody had no report.

Legislative - Mr. Drew was absent. There was no report.

Technology Oversight - Mr. Drew was absent. There was no report.

West Milford Education Foundation - Mrs. O'Brien spoke about the "Color Run" fundraiser scheduled for Sunday, September 18th, which is a family oriented event.

Township/Board of Education Joint Committee - Mr. Foody/Mr. Devor reported that they are working on dates for the next meeting.

XX. OLD BUSINESS

Motion by Mrs. O'Brien, seconded by Mrs. Schultz, to close Old Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XXI. NEW BUSINESS

Mr. Riscica spoke about the Valedictorian/Salutatorian Breakfast that will be held on June 3, 2016 at the Brownstone.

Mrs. Schultz asked if Board members filled out the survey on Educational Foundations from New Jersey School Board Association.

There was a request to reschedule the Joint softball game between the Board and the Township to June 4th so there would be no conflict with Relay for Life.

Motion by Mrs. O'Brien, seconded by Mr. Huber, to close New Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XXII. 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.

XXII. PETITIONS & REQUESTS

Will Cytowisz congratulated Dr. Anemone. He also spoke about the priority list discussed by Mr. Robbins.

Motion by Mrs. O'Brien, seconded by Mrs. Schultz, to close Petitions and Requests.

VOICE VOTE: All in Favor. MOTION PASSED.

XXIII. EXECUTIVE SESSION

At 9:21 p.m., Mr. Devor made a motion, seconded by Mrs. O'Brien, to go into Executive Session for the purpose of discussing personnel, negotiations and matters of attorney/client privilege.

VOICE VOTE: All in Favor. MOTION PASSED.

At 9:22 p.m., Mr. Bailey, Mr. Devor and Mr. Robbins left the meeting.

XXIV. ADJOURNMENT

Motion by Mrs. Schultz, seconded by Mrs. O'Brien, to adjourn the meeting at 9:58 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary/Business Administrator