

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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BOARD OF EDUCATION
MINUTES
REGULAR MEETING
JANUARY 31, 2017 (Rescheduled from January 24, 2017)

Mr. James Foody, Board President, called to order the Regular Meeting of the Board of Education at 7:32 p.m. on January 31, 2017. He led the flag salute, read the Open Public Meetings Act Statement, and asked for a moment of silence for staff members who lost loved ones this past week. 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, the Messenger, West Milford Town Hall, the County Superintendent's Office, the Board Attorney, and Cablevision of Warwick; and posted on the district's website. 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. Bailey	Present/Arr. 7:41 p.m.	Mrs. Dwyer	Present	Mrs. O'Brien	Present
Mr. Cytowicz	Present	Mr. Foody	Present	Mr. Robbins	Present
Mr. Drew	Present	Mr. Huber	Present		

ADMINISTRATION	POSITION	ATTENDANCE
Dr. Alex Anemone	Superintendent of Schools	Present
Ms. Barbara Francisco	Board Secretary/Business Administrator	Present
Mr. Daniel Novak	Director of Education	Present
Dr. Jonathan Hesney	Supervisor of Special Education	Present
Joseph Roselle, Esq.	Board of Education Attorney	Present
Megan Hogan	Student Representative	Present

There were approximately 5 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

Motion by Mr. Huber, 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 30 minutes for the purpose of discussing personnel, HIBs, 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The executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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. Alex Anemone

- Dr. Anemone provided an update on the monthly Progress toward district goals. We are at mid-point of the school year and well on our way to achieving our goals. The AP Capstone visits have been completed and the program will begin at Grade 10 in the fall. The Pre AP program will begin at Macopin in September. We are hoping to double the program.

Newsletters are available and are posted on our website.

Three schools have applied for the State School of Character award. Paradise Knoll received the State School of Character. Apshawa and Maple Road were given honorable mention. West Milford has the highest percentage of schools in the country that have earned these awards.

The State of the District Report will be given in February.

ESSA Accountability Action Plan for student participation increased in every grade in every subject.

Kindergarten registration is going on at this time.

- Megan Hogan, Student Representative, reported that January was a busy month. Sixty alumni shared their post high school experiences on Alumni Day. There was the Poetry Out Loud Contest. The winner will compete at the regional event. The ski team will compete at the national level. The sports teams were awarded the Directors of Athletics Association of New Jersey award. A Holocaust Museum display was held in the lower library.

VIII. EDUCATION REPORT - Mr. Daniel Novak

- Mr. Novak reported that paper report cards for Grades K-6 will be issued February 13. Grades will be on the Parent Portal.
- The February 21 Professional Development Day will focus on differentiated instruction and learning styles. Dr. Anemone will host a breakfast on that day.
- Mr. Novak named the staff members from each of our schools that were selected as Teacher of the Year. Mr. Novak introduced Katie Bonforte, the 2016 West Milford Teacher of the Year. Mrs. Bonforte shared her Kick off Presentation from September with the Board.

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

Motion by Mrs. O'Brien, seconded by Mrs. Dwyer, to approve the following meeting minutes:

- December 20, 2016 - Workshop/Regular Meeting
- December 20, 2016 - Executive Session

VOICE VOTE: Mrs. O'Brien, Mr. Cytowicz and Mr. Huber Abstained. All others in favor. The MOTION PASSED.

X. LEGAL REPORT

The report was provided in Executive Session.

XI. PRESIDENT'S REPORT - Mr. James Foody

Mr. Foody spoke about the energy presentation at the January 17, 2017 meeting. He shared his concern about bullying which he will bring up during New Business.

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.

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

VOICE VOTE: All in Favor. MOTION PASSED.

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

VOICE VOTE: All in Favor. MOTION PASSED.

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

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

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

Minutes for the Regular Meeting of January 31, 2017

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

1. The recommendation of the Superintendent to accept, with regret, the resignation of **LAURA BORGESS**, School Counselor, Macopin School, effective July 1, 2017, for the purpose of retirement.
2. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (October 2016)**, to accept, with regret, the resignation of **EDWARD MILLER**, Industrial Arts Teacher, High School, effective **March 1, 2017**, for the purpose of retirement.
3. The recommendation of the Superintendent to accept, with regret, the resignation of **ROSINE ROUSH**, Assistant Cook/Manager, High School, effective March 31, 2017, for the purpose of retirement.
4. The recommendation of the Superintendent to accept the resignation of **ALYSSA SWAN**, Special Education Teacher (Autism Preschool), Maple Road School, effective March 14, 2017.

NOTE: Employee will be released from 60 days' notice required per contract if a replacement is hired prior to March 14, 2017.

5. The recommendation of the Superintendent to accept the resignation of **MEGHAN MARINO**, 0.6 World Language Teacher (German), Macopin/High School, retroactive from January 24, 2017.
- (6.) The recommendation of the Superintendent to approve the resignation of **CAROL FORBES**, Cinematography/TV Production Teacher, High School, effective March 20, 2017.

NOTE: Employee will be released from 60 days' notice required per contract if a replacement is hired prior to March 20, 2017.

7. The recommendation of the Superintendent to accept the resignation of **DAVID KOTEK**, Chief Mechanic, Transportation, effective February 17, 2017.
8. The recommendation of the Superintendent to approve the appointment of **GLORIA DINAN**, Cafeteria Aide, Upper Greenwood Lake School (PC#30.06.F4.BAK) at the salary of \$4,525.00 (Step 1) (prorated), without health benefits, effective February 1, 2017, through June 30, 2017, per Board of Education/WMCAA Agreement. (Replaces Miller) Account: 11-000-262-107-10-10-000
- (9.) The recommendation of the Superintendent to approve the appointment of **JEFFREY BLAKE**, In-School Suspension Monitor/Unassigned Substitute, High School (PC#90.09.19.ALK), at the annual salary of \$19,000.00 (prorated), with health benefits, effective February 1, 2017, through June 30, 2017, per Board of Education. (Replaces Smolinski) Account: 11-140-100-101-10-10-000
10. The recommendation of the Superintendent to approve the appointment of **JOANNA VARGAS**, Long Term Substitute Grade 1 Teacher, Apshawa School (PC#99.01.00.BZN), at the per diem rate of \$150.00, without health benefits, effective February 13, 2017, through June 30, 2017. (Replaces Seltenrich) Account: 11-120-100-101-10-10-103

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

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

11. The recommendation of the Superintendent to approve the appointment of **JACLYN LADO**, Long Term Substitute Science Teacher (Biology), High School (PC#99.09.00.BZJ), at the per diem rate of \$150.00, without health benefits, effective **TBD**, through April 28, 2017. (Replaces Flood) Account: 11-140-100-101-10-10-103

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

12. The recommendation of the Superintendent to approve the appointment of **LAURA ALLEN**, Long Term Substitute Grade 5 Teacher, Apshawa School (PC#99.01.99.CAZ), at the per diem rate of \$150.00, without health benefits, effective March 13, 2017, through June 9, 2017. (Replaces Yarmula) Account: 11-120-100-101-10-10-103

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

(13.) The recommendation of the Superintendent to approve the appointment of **RENATE RAPP**, Long Term Substitute 0.6 World Language Teacher (German), District-wide (PC#90.08.46.BNQ; 90.09.46.AOD), at the per diem rate of \$90.00, without health benefits, retroactive from January 26, 2017, through March 21, 2017. (Replaces Marino) Accounts: 11-140-100-101-10-10-103; 11-130-100-101-10-10-103

NOTE: The duration of the position is based on the replacement of the teacher.

14. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/ COACHES/NURSES/SPECIAL PROJECTS** for the 2016-2017 school year, retroactive from January 19, 2017, through June 30, 2017:

- LAURA ALLEN** (Teacher)
- CAITLIN STANICH** (Teacher)
- KYLE SILVESTRI** (Teacher)
- JENNIFER ROER** (Teacher)
- ELISSA CONNOLLY-RANDAZZO** (Teacher)
- BRITTANIE GLEASON** (Teacher)
- MEGHAN COREN** (Teacher/School Counselor)
- SUZANNE OESTERLE** (Teacher)
- KATHERINE STIEH*** (Teacher)
- JACLYN LADO*** (Teacher)
- LAURETTA BLACKSON-BUTTERWORTH** (Teacher)
- JENNIFER SILVERMAN*** (Teacher)
- MEGHAN MARINO*** (Teacher)

*Pending fingerprint and medical clearance

15. 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 & VEHICLE AIDES** for the 2016-2017 school year, effective February 1, 2017, through June 30, 2017:

- DYLAN GIEGER** (Custodian)
- GLORIA DINAN** (Cafeteria Aide)

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

16. The recommendation of the Superintendent to approve a leave of absence for **CATHERINE SIGNORELLI**, English Teacher, High School, with pay using sick days effective March 22, 2017, through May 17, 2017, then without pay under the Family Medical Leave Act effective May 18, 2017, through November 22, 2017. (Maternity/Child Rearing)

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

17. The recommendation of the Superintendent to approve an extension to a leave of absence for **ERIN DAVIE**, Grade 3 Teacher, Westbrook School, without pay, effective February 20, 2017, through March 24, 2017. (Child Rearing)

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

18. The recommendation of the Superintendent to approve an extension to the appointment of **ANN DeMARCO**, Long Term Substitute Grade 3 Teacher, Westbrook School (PC#99.07.99.BOG), at the annual salary of \$54,120.00 (BA/1) (prorated), without health benefits, effective February 15, 2017, through March 24, 2017. (Replaces Davie) Account: 11-120-100-101-10-10-103

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

19. The recommendation of the Superintendent to approve an extension to a leave of absence for **CHELSEA PIRES**, Art Teacher, District-wide, without pay, effective February 1, 2017, through June 30, 2017. (Child Rearing)

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

20. The recommendation of the Superintendent to approve an extension to the **TRANSFER OF ASSIGNMENT** for **LORRAINE POAT** from 0.5 Special Class Aide, Upper Greenwood Lake School, to Long Term Substitute Art Teacher, District-wide (PC#99.04.00.CBW; 99.04.00.BIW), at the annual salary of \$54,120.00 (BA/1) (prorated), with health benefits, effective February 1, 2017, through June 30, 2017. (Replaces Pires) Account: 11-120-100-101-10-10-103

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

- (21.) The recommendation of the Superintendent to approve a **TRANSFER OF ASSIGNMENT** for **JAKE MATHEWS** from Special Class Aide, Macopin, to Mathematics Teacher (PC#90.08.23.ADT), Macopin, at the annual salary of \$54,120.00 (BA/1) (prorated), with health benefits, effective March 1, 2017, through June 30, 2017, per Board of Education/WMEA Agreement. (Replaces Doherty-Hewins) Account: 11-130-100-101-10-10-000

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

(22.) The recommendation of the Superintendent to approve a **TRANSFER OF ASSIGNMENT** for **NICOLE LUNGARO** from Special Class Aide, Upper Greenwood Lake School, to Special Education Teacher (Autism Preschool), Maple Road School (PC#90.03.39.CBV), at the annual salary \$54,120.00 (BA/1) (prorated), with health benefits, effective February 22, 2017, through June 30, 2017, per Board of Education/WMEA Agreement. (Replaces Swan) Account: 11-214-100-101-10-10-000

(23.) The recommendation of the Superintendent to approve the following **INTERVENTION SPECIALISTS** for Title I Elementary Schools, at the per diem rate of \$150.00, not to exceed \$7,500.00 per school, without health benefits, for the 2016-2017 school year, effective March 2017, through June 2017 - Account: 20-231-100-101-10-50-103 - Title I ESEA-NCLB:

<u>Name</u>	<u>School</u>
KATHERINE STIEH*	Apshawa
BRITTANIE GLEASON*	Marshall Hill
TINA PASQUINO	Upper Greenwood Lake

*Pending fingerprint and medical clearance.
NOTE: Funded through the ESEA/NCLB Title I Grant

(24.) The recommendation of the Superintendent to approve the following **INTERVENTION SPECIALISTS** for Macopin School at the per diem rate of \$150.00, not to exceed \$12,000.00 per position, without health benefits, for the 2016-2017 school year, effective February 2017, through June 2017 - Account: 20-231-100-101-10-50-103 - Title I ESEA NCLB:

<u>Name</u>	<u>Position</u>
JENNIFER SILVERMAN*	English Language Arts
LAURETTA BLACKSON-BUTTERWORTH	Mathematics

*Pending fingerprint and medical clearance.
NOTE: Funded through the ESEA/NCLB Title I Grant

25. The recommendation of the Superintendent to approve the following **EMPLOYEE RETIREMENT/SICK DAY PAYMENT** for January 31, 2017, in accordance with the provisions of the Board of Education/WMEA Agreement - Account: 11-000-291-290-10-13-000:

<u>Employee</u>	<u>Days</u>	<u>Unit Rate</u>	<u>Payment</u>
CHRISTINE WITT	125	\$125.00	\$15,625.00

26. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (December 2016)**, for the following **HIGH SCHOOL TEACHER** for the 2017-2018 Open House for 8th Grade Parents at the hourly rate of \$31.00, for two (2) hours, per Board of Education/WMEA Agreement. (Replaces Smolinski) Account: 11-140-100-101-10-10-000:

DOUGLAS HEYBURN

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

- 27. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (August 2016)**, for the appointment of **JESSICA ALLISON**, Lacrosse Advisor, **MACOPIN SCHOOL STUDENT ACTIVITY AFTER SCHOOL CLUB** for the 2016-2017 school year, at the hourly rate of \$31.00, for 12 hours Winter/12 hours Spring, per Board of Education/WMEA Agreement. (Replaces Lugerner) Account: 11-401-100-110-10-10-000
- 28. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY CLUB and ADVISORS** for the 2016-2017 school year, per Board of Education/WMEA Agreement:

<u>Advisor</u>	<u>Club</u>
AMY DICKERSON	The Way
ROBERT CALLAMARI	The Way

NOTE: Advisors will be volunteers at no cost to the district.

- (29.) The recommendation of the Superintendent to approve the following **AFTER SCHOOL CLUBS and ADVISORS** at the hourly rate of \$31.00, for the 2016-2017 school year, per Board of Education/WMEA Agreement:

<u>Advisor</u>	<u>Club</u>	<u>School</u>	<u>Hours</u>	<u>Payment</u>
CHRISTINE GENARDI-FISHER	Running	Marshall Hill	6	\$186.00
PAMELA BARKER	Running	Marshall Hill	6	\$186.00
RACHEL LEHR	Running	Marshall Hill	6	\$186.00
JOYCE RICH	Running	Marshall Hill	6	\$186.00
JILL CULLEN	Journalism	Paradise Knoll	8	\$248.00
MAUREEN SELLEROLI	Journalism	Paradise Knoll	8	\$248.00
JULIE CHESHIRE	Computer	Marshall Hill	5	\$155.00

NOTE: Funded through the PTA

- (30.) The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (October 2016)**, for the appointment of **MELISSA BERGH**, Upper Greenwood Lake School, **FAMILY LITERACY NIGHT**, for the 2016-2017 school year at the hourly rate of \$31.00, for 4 hours, per Board of Education/WMEA Agreement. (Replaces Magnotta) Account: 20-231-100-101-10-50-103 - Title I ESEA/NCLB Grant
- 31. The recommendation of the Superintendent to approve **STACEY CONKLIN**, Upper Greenwood Lake School, as a **FAMILY NUMERACY INSTRUCTOR** for the 2016-2017 school year at the hourly rate of \$31.00, not to exceed 5 hours, retroactive from January 11, 2017, per Board of Education/WMEA Agreement. Account: 11-401-100-110-10-10-000
- 32. The recommendation of the Superintendent to approve the following **NURSING and CLERICAL SERVICES** for the 2016-2017 school year for **STUDENT ACTIVITY ATHLETIC WINTER PHYSICALS**, per Board of Education/WMEA Agreement - Account: 11-402-100-104-10-10-000:

Minutes for the Regular Meeting of January 31, 2017

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

32. (Continued)

<u>Employee</u>	<u>Position</u>	<u>Hours</u>	<u>Hourly Rate</u>
BARBARA CORBETT	Nurse	4	\$33.00
AIMEE VIZZI	Clerical	4	\$21.28
JOANNA REILLY	Substitute Nurse	4	\$33.00
LISA KNATZ	Substitute Nurse	4	\$33.00

33. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENT and STIPENDS** for the **SPRING 2017 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>
KELLY BOMZER	0.5 Asst. Boys Volleyball	A	\$2,417.00
CHRISTOPHER SHENISE	0.5 Asst. Boys Volleyball	A	\$2,417.00

NOTE: Replaces vacancy

(34.) The recommendation of the Superintendent to approve the following **MENTOR TEACHER PAYMENT** for the 2016-2017 school year:

<u>Provisional Teacher</u>	<u>Mentor Payment</u>	<u>Mentor Teacher</u>
MEGHAN MARINO	\$60.00	Evelyn Erli

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

35. The recommendation of the Superintendent to approve the following **COLLEGE STUDENTS** for classroom observations for the 2016-2017 school year at no cost to the district:

<u>Student</u>	<u>College</u>	<u>School/Course</u>	<u>Hours/Days</u>
CAILIN CIENKI	New York State University	Macopin/Music	5 Days
MATTHEW LOPEZ	William Paterson	Athletic Trainer	January-May

36. The recommendation of the Superintendent to approve the following **VOLUNTEER** to the **STUDENT ACTIVITY PROGRAM** for the 2016-2017 school year:

<u>Name</u>	<u>School</u>	<u>Assignment</u>
JAKE MATHEWS	High School	Baseball

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

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mr. Huber	Yes	Mrs. Dwyer	Yes
Mrs. O'Brien	Yes	Mr. Cytowicz	Yes	Mr. Foody	Yes
Mr. Robbins	Yes	Mr. Drew	Yes		

The MOTION PASSED unanimously.

XV. 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 the following **ADDITIONS/CHANGES TO THE SECONDARY PROGRAMS** for the 2017-2018 school year:

HIGH SCHOOL

Art

History of Film

English

English 1C - Around the World and Across the Centuries: Fiction Grounded in Fact

English 1C - Exploring the Mind: Psychology in Literature

Music

Highlands Chorale

2. The recommendation of the Superintendent to approve the following **TEXTBOOK ADOPTIONS** for the 2017-2018 school year:

Courses: AP Computer Science A
Intermediate Computer Science JAVA

Textbook: Introduction to Programming with Java: A Problem Solving Approach, 2nd Edition

Authors: Raymond Dean and John Dean

Publisher: McGraw Hill

Copyright: 2014 (latest edition available)

ISBN Number: 978-0-07-337506-6

Number of Books Needed: 25

Cost per book: \$168.00 + 5% shipping

Price: \$4,410.00

Account: 11-190-100-640-09-33-000

XV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

- 3. The recommendation of the Superintendent to approve the addition of **RIDGEWOOD HIGH SCHOOL** to the list of Board-approved **FIELD TRIP LOCATIONS** for the 2016-2017 school year retroactive from January 14, 2017.
- 4. The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** for the 2016-2017 school year retroactive from January 5, 2017 through June 30, 2017 (annual tuition pro-rated):

<u>Number</u> <u>Students</u>	<u>Tuition</u>	<u>Placement</u>
1 Student #: 62702	\$28,121.74	Legacy Treatment Service The Mary A Dobbins School Hainesport, New Jersey

NOTE: The district to pay for the educational component of this residential placement.

- (5.) The recommendation of the Superintendent to approve the following **REGULAR EDUCATION OUT-OF-DISTRICT TUITION CONTRACT** for the 2016-2017 school year retroactive from November 1, 2016, through June 30, 2017 (annual tuition pro-rated):

<u>Number of</u> <u>Students</u>	<u>Tuition</u>	<u>Transportation</u>	<u>Placement</u>
2 Student #s: 70448; 69432	\$13,200.00	\$3.61/day	Vernon Township Vernon, New Jersey

- (6.) The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACTS** for the 2016-2017 school year retroactive from January 23, 2017, through June 30, 2017 (annual tuition pro-rated):

<u>Number of</u> <u>Students</u>	<u>Tuition</u>	<u>Placement</u>
1*	\$12,917.28	Inclusive Learning Academy Butler High School
	\$ 5,610.00	Ho-Ho-Kus School of Trade Paterson, New Jersey
Student #: 67692		

*Each placement is half day.

- (7.) The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** for the 2016-2017 school year retroactive from December 15, 2016 through June 30, 2017 (annual tuition pro-rated):

XV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

(7.) (Continued)

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1	\$40,396.05	East Mountain School Belle Mead, New Jersey
Student#: 62882		

NOTE: The district to pay for the educational component of this residential placement.

(8.) The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION DISTRICT CONSULTANTS, PHYSICIANS, HOSPITALS/MEDICAL CENTERS, CLINICS, AGENCIES** and listed fees for the 2016-2017 school year:

Hospitals/Medical Centers, Consultants, Clinics and Agencies

Four Winds Hospital

(9.) The recommendation of the Superintendent to accept funds for the **2017 TARGET FIELD TRIP GRANT** for Marshall Hill School in the amount of \$700.00 for the 2016-2017 school year.

(10.) The recommendation of the Superintendent to submit **AMENDMENT #2** for the **ELEMENTARY AND SECONDARY EDUCATION (ESEA)/NO CHILD LEFT BEHIND (NCLB)** Consolidated Formula Subgrant Application **FY 2017**.

(11.) The recommendation of the Superintendent to approve the **2016 ESEA ACCOUNTABILITY ACTION PLAN-PARTICIPATION RATE**. (Documentation provided electronically.)

12. 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.)

DISCUSSION: Mr. Drew spoke about a study completed on the NCLB and ESSA initiative. There is no significant impact on math reading, graduation or college.

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mr. Huber	Yes	Mr. Bailey	Yes
Mrs. O'Brien	Yes	Mr. Drew	Yes*	Mr. Foody	Yes
Mr. Robbins	Yes	Mr. Cytowicz	Yes		

*Mr. Drew voted "No" for item #10. All others in favor.

The **MOTION PASSED**.

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

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #7, #9 and #10: (Item #8 was acted upon after Executive Session.)

- (1.) The recommendation of the Superintendent to approve an agreement with **LONGO ASSOCIATES, INC.**, Ramsey, New Jersey, (NJ State Approved Purchasing System 65MCESCCPS), for the purchase and installation of auditorium seating in the amount of \$181,447.80 for West Milford High School.
2. The recommendation of the Superintendent to approve an agreement with **STRAUSS ESMAY ASSOCIATES, LLP**, Toms River, New Jersey, for Policy Alert and Support Service (PASS) for 2016-2017 in the amount of \$2,445.00.
3. The recommendation of the Superintendent to approve the cancellation of a **COORDINATED TRANSPORTATION AGREEMENT** with **WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT**, Oxford, New Jersey, transporting one (1) West Milford student (ID#62602) to **GREENBROOK ACADEMY**, Bound Brook, New Jersey (Route #GRNAC), retroactive from November 30, 2016.

NOTE: Cancellation due to new placement.

- (4.) The recommendation of the Superintendent to approve the cancellation of a **PUPIL TRANSPORTATION JOINTURE AGREEMENT** with **JEFFERSON BOARD OF EDUCATION**, Jefferson, New Jersey, transporting one (1) Jefferson student to **BUTLER INCLUSIVE LEARNING ACADEMY**, Butler, New Jersey, and **HO-HO-KUS SCHOOL OF TRADE**, Paterson, New Jersey, retroactive from January 21, 2017.

NOTE: Jefferson student has transferred back to West Milford school district.

- (5.) The recommendation of the Superintendent to approve a transportation shuttle trip request from the **TOWNSHIP OF WEST MILFORD** to provide bus shuttle services from Westbrook School and West Milford High School parking locations to the entrance of McCormack Field for the West Milford Community Services and Recreation Fireworks event on Saturday, July 1, 2017 (rain date: July 8, 2017), at the in-county field trip transportation rate of \$38.00 per hour, including overtime costs.
- (6.) The recommendation of the Superintendent to approve the renewal of an agreement with **TYLER TECHNOLOGIES**, Latham, New York, for Versatrans FleetVision software support, hosting and maintenance, with an annual hosting fee of \$421.80 (prorated from February 1, 2017, through June 30, 2017), and an annual support and maintenance fee of \$190.14 (prorated from April 1, 2017, through June 30, 2017).

NOTE: Next annual renewal cycle will begin July 1, 2017.

7. The recommendation of the Superintendent to purchase #2 Fuel Oil, through the Morris County Cooperative, Contract #2, for the period of the contract, January 1, 2017, thru December 31, 2019, from **FINCH FUEL OIL COMPANY, INC.**, Kearny, New Jersey, at a delivery cost of \$.1431/per gallon.

Minutes for the Regular Meeting of January 31, 2017

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

- (9.) The recommendation of the Superintendent to approve a **MEMBERSHIP** with the West Milford Lions Club for Dr. Alex Anemone in the amount of \$67.50 (prorated).
- 10. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Business Office Staff at the mileage rate established by the Board. (Documentation provided electronically.)

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mr. Drew	Yes	Mrs. O'Brien	Yes
Mr. Cytowicz	Yes	Mr. Robbins	Yes	Mr. Foody	Yes*
Mr. Huber	Yes	Mr. Bailey	Yes		

*Mr. Foody voted, "No" on item #1.
The **MOTION PASSED.**

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

- 11. The recommendation of the Superintendent to approve the **LIST OF BILLS/ VENDORS** for the period ending **January 24, 2017**, in the amount of \$7,076,406.15. (Documentation provided electronically.)

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Cytowicz	Yes	Mrs. Dwyer	Yes	Mr. Bailey	Yes
Mr. Robbins	Yes	Mrs. O'Brien	Yes	Mr. Foody	**
Mr. Drew	Yes	Mr. Huber	*		

*Mr. Huber voted "Yes" for payroll and utilities and "No" for all others.
**Mr. Foody voted "Yes" for payroll and "No" for all others.
The **MOTION PASSED.**

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

- 12. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **January 24, 2017:**

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 **2016-2017** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$46,195.14.

Minutes for the Regular Meeting of January 31, 2016

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

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. O'Brien	Yes	Mrs. Dwyer	Yes	Mr. Drew	Yes
Mr. Bailey	Yes	Mr. Cytowicz	Yes	Mr. Foody	Yes
Mr. Robbins	Yes	Mr. Huber	Yes		

The **MOTION PASSED** unanimously.

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

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

WHEREAS, the Agenda file of **January 31, 2017** 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:

\$13,200,467.27 as of December 31, 2016; therefore

BE IT RESOLVED, that the Report of the Secretary and 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, 2016, 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:

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

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

Minutes for the Regular Meeting of January 24, 2017

XVII. POLICY - Mr. Glenn Huber, Chairperson

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

1. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **BYLAW** entitled, "Annual Appointments." (Code #0153) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Acceptable Use of Computer Networks/Computers and Resources." (Code #2361) (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Prevention and Treatment of Sports-Related Concussions and Head Injuries." (Code #2431.4) (Documentation provided electronically.)
4. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Professional Staff Attendance Review and Improvement Plan." (Code #3212) (Documentation provided electronically.)
5. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Substance Abuse." (Code #3218) (Documentation provided electronically.)
6. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Support Staff Attendance." (Code #4212) (Documentation provided electronically.)
7. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Substance Abuse." (Code #4218) (Documentation provided electronically.)
8. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Attendance/Tardiness - High School." (Code #5200.2) (Documentation provided electronically.)
9. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Health Services to Nonpublic Schools." (Code #5306) (Documentation provided electronically.)
10. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Payment of Claims." (Code #6470) (Documentation provided electronically.)
11. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Payment of Claims." (Code #6470) (Documentation provided electronically.)
12. The recommendation of the Superintendent to approve the Second Reading and Adoption of a new **POLICY** entitled, "Management of Pediculosis." (Code #8454) (Documentation provided electronically.)

XVII. POLICY - Mr. Huber, Chairperson - Continued

13. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Bus Driver/Bus Aide Responsibility." (Code 8630) (Documentation provided electronically.)

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. O'Brien	Yes	Mr. Huber	Yes	Mr. Cytowicz	Yes
Mrs. Dwyer	Yes	Mr. Drew	Yes	Mr. Foody	Yes
Mr. Bailey	Yes	Mr. Robbins	Yes		

The **MOTION PASSED** unanimously.

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

- (14.) The recommendation of the Superintendent to approve the First Reading of a revised **POLICY** entitled, "Americans with Disabilities Act." (Code 1510) (Documentation provided electronically.)
- (15.) The recommendation of the Superintendent to approve the First Reading of a revised **REGULATION** entitled, "Americans with Disabilities Act." (Code 1510) (Documentation provided electronically.)
- (16.) The recommendation of the Superintendent to approve the First Reading of a new **POLICY** entitled, "Section 504 of the Rehabilitation Act of 1973 - Students." (Code 2418) (Documentation provided electronically.)
- (17.) The recommendation of the Superintendent to approve the First Reading of a new **REGULATION** entitled, "Section 504 of the Rehabilitation Act of 1973 - Students." (Code 2418) (Documentation provided electronically.)
- (18.) The recommendation of the Superintendent to approve the First Reading of a revised **POLICY** entitled, "Education of Homeless Children." (Code 5116) (Documentation provided electronically.)
- (19.) The recommendation of the Superintendent to approve the First Reading of a revised **REGULATION** entitled, "Education of Homeless Children." (Code 5116) (Documentation provided electronically.)
- (20.) The recommendation of the Superintendent to approve the First Reading of a new **POLICY** entitled, "Student Recognition." (Code 5430) (Documentation provided electronically.)
- (21.) The recommendation of the Superintendent to approve the First Reading of a revised **POLICY** entitled, "Student Records." (Code 8330) (Documentation provided electronically.)
- (22.) The recommendation of the Superintendent to approve the First Reading of a revised **REGULATION** entitled, "Student Records." (Code 8330) (Documentation provided electronically.)

XVII. POLICY - Mr. Huber, Chairperson - Continued

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Huber	Yes	Mrs. O'Brien	Yes	Mr. Bailey	Yes
Mrs. Dwyer	Yes	Mr. Drew	Yes	Mr. Foody	Yes
Mr. Cytowicz	Yes	Mr. Robbins	Yes		

The **MOTION PASSED** unanimously.

Mrs. O'Brien made a motion, seconded by Mr. Huber, to delay Executive Session until 9:20 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

XVIII. SPECIAL COMMITTEES/LIAISON REPORTS

Parks & Recreation - Mr. Cytowicz thanked the Board for the firework permits, but he is still concerned about ball field condition.

Safety - There was no report.

Superintendent's Roundtable - Mrs. Dwyer was unable to attend the meeting. She read the meeting minutes to the Board.

Passaic County School Boards Association - Mrs. O'Brien, Mr. Cytowicz and Mr. Foody attended the meeting. The next meeting is scheduled for March 30.

New Jersey School Boards Association - Mr. Cytowicz reviewed the training programs coming up for Board members. He also spoke about other initiatives supported by NJSBA.

Legislative - Mr. Drew spoke about the hearing held on the field turf. He spoke about other items before the legislature. They are looking at removing Styrofoam from the cafeteria.

Technology Oversight - Mr. Drew had no report.

West Milford Education Foundation - Mrs. O'Brien reported that the meeting was cancelled. She noted an article by David Zimmer. The next meeting is scheduled for February.

Township/Board of Education Joint Committee - Mr. Foody sent a list of meeting dates to the council for consideration for 2017.

CASA - Mr. Huber provided information from the last committee meeting. Their grant application was declined. The committee is being reorganized. He spoke about programs that have been scheduled.

Mr. Bailey left the meeting at 9:10 p.m.

Minutes for the Regular Meeting of January 31, 2017

Mrs. O'Brien offered a motion, seconded by Mr. Foody, to delay Executive Session until 9:30 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

XIX. OLD BUSINESS

The Board discussed the remaining items on the Board Goals. NJSBA was contacted and a meeting was set up for May 11, 2017 for goal setting.

The Board discussed the February 7 meeting process to conduct interview for the Board vacancy.

Mr. Foody spoke about the HIB training that was held for bus drivers.

Information from the climate survey will be discussed at the February Education Committee meeting.

Mrs. Dwyer expressed her concern regarding holding all students hostage for Project Graduation with the unused snow days.

Mr. Drew asked about the samples from Hillcrest.

Mr. Cytowicz asked about increasing the participation in AP classes. Mr. Novak responded.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XX. NEW BUSINESS

Mr. Huber will be asking to Rice members of the Mathematics Department. He also asked about Board notification of staff members reaching their tenure year in 2017-18.

Mr. Drew spoke about energy efficiency, ESIP and the budget process.

The Board took the following straw poll to accept a sixth resume that arrived after the deadline:

ROLL CALL:

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

The **MOTION FAILED:** 5 No; 2 Yes

Mrs. O'Brien and Mr. Robbins left the meeting at 10:05 p.m.

Minutes for the Regular Meeting of January 31, 2017

XX. NEW BUSINESS - Continued

Mr. Drew offered a motion, seconded by Mr. Huber, to authorize the Business Administrator to prepare an RFP for an Energy Consultant.

ROLL CALL:

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

The **MOTION PASSED** unanimously.

Motion by Mr. Cytowicz, seconded by Mr. Huber, to close New Business.

VOICE VOTE: All in Favor. MOTION PASSED.

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. Huber, seconded by Mr. Cytowicz, to close Petitions and Requests.

VOICE VOTE: All in Favor. MOTION PASSED.

XXII. EXECUTIVE SESSION

At 10:07 p.m., Mr. Huber made a motion, seconded by Mrs. Dwyer, to go into Executive Session for the purpose of discussing personnel, HIBs, and matters of attorney/client privilege.

VOICE VOTE: All in Favor. MOTION PASSED.

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

Motion by Mr. Drew, seconded by Mr. Huber, to approve the following resolution:

- 8. RESOLVED, that the Board of Education accepts the Settlement Agreement between the West Milford Township Board of Education and the parent of student ID#68544.

BE IT FURTHER RESOLVED that the Board Secretary is authorized to sign the agreement on behalf of the Board.

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

ROLL CALL:

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

The **MOTION PASSED** unanimously.

XXIV. 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 Mr. Huber, seconded by Mr. Cytowicz, to approve the following agenda item:

(37.) **Whereas**, pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3(b), the Board may require an employee to undergo a medical examination when the employee shows evidence of deviation from normal physical or mental health;

Now, therefore, be it resolved, that Employee I.D. #3360, is hereby directed to immediately undergo a comprehensive medical examination to determine the employee's fitness to work, at Board expense, by a physician designated by the Superintendent or his designee; and

Be it finally resolved, that the Superintendent or his designee shall provide the employee with written notification as to the reason for said examination, pursuant to law.

ROLL CALL:

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

The **MOTION PASSED** unanimously.

XXV. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mr. Cytowicz, to approve the following agenda item:

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

XXV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

WHEREAS, in accordance with the requirements set forth in P.L. 2010, Chapter 122, the West Milford Board of Education has received results of HIB investigative reports on **January 31, 2017**; 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 Report Number</u>	<u>Board Determination</u>
2017/M-2	Substantiated
2017/E-7	Unsubstantiated

ROLL CALL:

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

The **MOTION PASSED** unanimously.

XXVI. ADJOURNMENT

Motion by Mr. Drew, seconded by Mr. Cytowicz, to adjourn the meeting at 11:20 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary/Business Administrator

tc