

**WEST MILFORD TOWNSHIP BOARD OF EDUCATION**  
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**BOARD OF EDUCATION**  
**MINUTES**  
**WORKSHOP/REGULAR MEETING**  
**FEBRUARY 21, 2017**

Mr. James Foody, Board President, called to order the Workshop/Regular Meeting of the Board of Education at 7:31 p.m. in the Westbrook School Media Center on February 21, 2017. He led the flag salute, read the Open Public Meetings Act Statement, and asked for a moment of silence for family members of Bill Barry. 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.

**OATH OF OFFICE ADMINISTERED BY BOARD ATTORNEY, JOSEPH ROSELLE, ESQ.:**

Mr. Roselle administered the oath to Mrs. Nicole Fritz. Mrs. Fritz thanked the Board for giving her this opportunity.

**MS. BARBARA FRANCISCO, BOARD SECRETARY, CALLED THE ROLL:**

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Bailey	Present/Arr. 8:40 p.m.	Mrs. Dwyer	Present	Mr. Huber	Present
Mr. Cytowicz	Present	Mr. Foody	Present	Mrs. O'Brien	Present
Mr. Drew	Present	Mrs. Fritz	Present	Mr. Robbins	Absent

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. Elizabeth McQuaid	Director of Special Services	Present
Joseph Roselle, Esq.	Board of Education Attorney	Present
Megan Hogan	Student Representative	Present

There were approximately 25 members of the public in attendance.

VII. 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 60 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.**

VIII. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

- Dr. Anemone recognized Dr. Joan Oberer, member of the West Milford Public Library Board, who talked about the Friends of the West Milford Public Library accepting donations.

Dr. Anemone presented Dr. Oberer with a check for \$100 for the Friends of the West Milford Public Library.

Dr. Oberer thanked Dr. Anemone and Mr. Novak for their support.

- Dr. Anemone presented his State of the District Report and updated the Board on progress towards the 2016-17 District Goals.

He noted that we are the only district in the country that has every school involved in character.org at some level. He also noted the DAANJ award that West Milford Athletics received this year.

- Mr. Novak highlighted the curriculum changes implemented in the 2016-2017 school year. He also spoke about some of the curriculum highlights anticipated for 2017-2018.
- Dr. McQuaid spoke about highlights from the Special Education Department, including programs and communication with parents. Mr. Rick Anderson spoke about his care-takers parent support group and how this has helped the parents get involved in other programs.
- Mr. Novak spoke about our technology enhancements and how Google and other technologies are used in daily instruction.
- Mr. Novak spoke about the Encore program and recent modifications that have been made to improve the district's efforts in targeting students.
- Dr. Anemone spoke about the athletic programs and its importance in a student's development and highlighted the successes of our visual and performing arts program.
- Mr. Novak spoke about the district's five-year Professional Development Plan and how professional development will improve student performance. The district is looking to do a systematic approach to improving math knowledge.

**VIII. SUPERINTENDENT'S REPORT - Dr. Anemone - Continued**

- Dr. Anemone also addressed the district's Random Drug Testing program and provided details. Approximately 950 students are involved in the random sampling. There were two student suspensions at the High School.
- Megan Hogan, Student Representative, reported that the Guidance Department is working with the National School Counseling Network to provide motivation to students.

She reported on the Berklee Music Jazz competition. The High School Jazz Choir won Honorable Mention, coming in 4<sup>th</sup> out of 15 bands in their division. The Jazz Ensemble came in 1<sup>st</sup> place out of 13 bands in their division. Two students received judge's awards.

Megan also spoke about the monies collected for St. Jude Children's Research Hospital and the success of the Cinderella Project dress sale. Upcoming projects include Empty Bowls, the Model UN competition, and the High School AP History classes hosting a History Weekend at Long Pond on May 21 and 22, 2017.

Mr. Cytowicz asked questions of Mr. Novak and Dr. Anemone.

**IX. EDUCATION REPORT - Mr. Daniel Novak**

- Mr. Novak updated the Board members on the districts' participation at TECHSPO.
- Mr. Novak stated that the second annual Digital Citizenship Night is scheduled for March 20.
- Mr. Drew noted the Dance team placed in their latest competition.

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

Motion by Mr. Cytowicz, seconded by Mrs. Dwyer, to approve the following meeting minutes:

- January 3, 2017 - Reorganization Meeting
- January 3, 2017 - Executive Session
- January 17, 2017 - Workshop/Special Action Meeting
- January 17, 2017 - Executive Session
- January 31, 2017 - Regular Meeting
- January 31, 2017 - Executive Session

VOICE VOTE:

5 Yes; 3 Abstentions

MOTION PASSED.

**XI. LEGAL REPORT**

The report was provided in Executive Session.

**XII. PRESIDENT'S REPORT - Mr. James Foody**

Mr. Foody welcomed Nicole Fritz to the Board. He thanked her for volunteering her time.

Mr. Foody reminded the Board members to review the Team Charter and district slogan.

**XIII. 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.

Mrs. Tracy Huber spoke about Mrs. Hewins' retirement. She spoke about her daughter's experience with Mrs. Hewins.

Mrs. Lewindosky spoke about Marshall Hill School and parental involvement.

Mrs. Mora, last year's PTA President, also spoke about parental involvement. This issue was brought up last year.

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

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

**XIV. MOTION BY MRS. O'BRIEN, SECONDED BY MR. CYTOWICZ, TO ADOPT THE AGENDA, AS AMENDED.**

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

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

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

**XV. 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:

1. The recommendation of the Superintendent to accept, with regret, the resignation of **JANET FANNING**, Special Class Aide, High School, effective June 30, 2017, for the purpose of retirement.

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

2. The recommendation of the Superintendent to accept, with regret, the resignation of **JOANN MCGUIRE**, Special Class Aide, Maple Road School, effective June 30, 2017, for the purpose of retirement.
3. The recommendation of the Superintendent to accept, with regret, the resignation of **MARCEL RAOUL**, School Bus/Van Driver, Transportation, effective March 31, 2017, for the purpose of retirement.
4. The recommendation of the Superintendent to accept the resignation of **LAURA ALLEN**, Long Term Substitute Grade 5 Teacher, Apshawa School, retroactive from February 7, 2017.
5. The recommendation of the Superintendent to approve the appointment of **RICHARD ARCURI**, Chief Mechanic, Operations/Transportation (PC#45.18.M6.BDG), at the annual salary of \$74,389.00 (prorated), with health benefits, effective March 20, 2017, through June 30, 2017, per Board of Education/WMCMA Agreement. (Replaces Kotek) Account: 11-000-270-160-10-10-000

NOTE: Pending fingerprint and medical clearance.

6. The recommendation of the Superintendent to approve the appointment of **JON GIESLER**, Industrial Arts Teacher (Auto Mechanics), High School (PC#90.09.18.AKW), at the annual salary of \$66,420.00 (BA/13) (prorated), with health benefits, effective April 24, 2017, or upon release from present employer, through June 30, 2017, per Board of Education/WMEA Agreement. (Replaces Miller) Account: 11-140-100-101-10-10-000
7. The recommendation of the Superintendent to approve the appointment of **NICOLE RIPOLL**, Long Term Substitute English Teacher, High School (PC#99.09.00.CCR), at the per diem rate of \$150.00, without health benefits, effective March 22, 2017, through June 30, 2017. (Replaces Signorelli) Account: 11-140-100-101-10-10-103

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

8. 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, effective February 22, 2017, through June 30, 2017:

**JOSEPH JORDAN** (Teacher)  
**BARBARA THOMPSON** (Teacher)  
**DORIS DAPPER** (Teacher)  
**LORETTA HEUSSER** (Teacher)  
**LYNNE BLACKOWSKI** (Teacher)  
**NICOLE RIPOLL\*** (Teacher)

\*Pending fingerprint and medical clearance.

9. 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 & VEHICLE AIDES** for the 2016-2017 school year, effective February 22, 2017, through June 30, 2017:

Minutes for the Workshop/Regular Meeting of February 21, 2017

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

9. (Continued)

**JOHN CAREY** (Custodian)  
**DANIEL YOUNGBLOOD** (Bus Driver)\*

\*Pending road test

10. The recommendation of the Superintendent to approve a leave of absence for **MELISSA WELCH**, Special Education Teacher (Resource Center), High School, with pay using sick days effective April 3, 2017, through June 23, 2017, then without pay under the Family Medical Leave Act effective September 1, 2017, through January 1, 2018. (Maternity/Child Rearing)

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

11. The recommendation of the Superintendent to approve a leave of absence for **FRANK YEVCHAK**, Security Aide, Macopin School, with pay using sick days, retroactive from February 15, 2017, through May 15, 2017. (Medical)

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

12. The recommendation of the Superintendent to approve an extension to a leave of absence for **CARMELA DUNLEAVY**, Cafeteria Kitchen Worker, High School, without pay, retroactive from February 1, 2017, through March 15, 2017. (Medical)

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

13. The recommendation of the Superintendent to **approve an amendment to a previously approved resolution (December 2016)**, for a leave of absence for **LAUREN YARMULA**, Grade 5 Teacher, Apshawa School, with pay using sick days effective **February 27, 2017, through April 18, 2017 (1/2 day)**, then without pay under the Family Medical Leave Act effective **April 18, 2017 (1/2 day)**, through June 9, 2017. (Maternity/Child Rearing)

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

14. The recommendation of the Superintendent to approve the appointment of **ERIN CUSICK**, 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 February 27, 2017, through June 9, 2017. (Replaces Yarmula) Account: 11-120-100-101-10-10-103

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

15. The recommendation of the Superintendent to approve the following **TRANSFER OF ASSIGNMENTS - SPECIAL CLASS AIDES** for the 2016-2017 school year, effective February 22, 2017, through June 30, 2017:

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

15. (Continued)

<u>Special Class Aides</u>	<u>From</u>	<u>To</u>
<b>EDIE RINALDI</b> (PC#60.09.S5.AWO) Account: 11-213-100-106-10-10-000 (Replaces Roatti)	Resource Center Maple Road	Resource Center High School
<b>RUTH ROATTI</b> (PC#60.09.S5.BDN) Account: 11-190-100-106-10-10-000 (New Position)	Resource Center High School	1:1 Aide High School
<b>PEGGY PAULSON</b> (PC#60.06.S5.BUB) Account: 11-215-100-106-10-10-000 (Replaces Lungaro)	0.5 LLD Aide Upper Greenwood Lake	1.0 Preschool (PSH) Upper Greenwood Lake
<b>LORI KELLEY*</b> (PC#60.08.S5.BKL) Account: 11-209-100-106-10-10-000 (Replaces Mathews)	MD Aide High School	BD Aide Macopin
<b>LISA KNATZ</b> (PC#60.09.S5.BZW) Account: 11-212-100-106-10-10-000 (Replaces Kelley)	1:1 Aide High School	MD Aide High School
<b>TRACY NOVAK</b> (PC#60.03.S5.AVU) Account: 11-215-100-106-10-10-000 (Replaces Pavlopoulos)	Inclusion Maple Road	Autism Maple Road
<b>PENELOPE PAVLOPOULOS</b> (PC#60.03.S5.CCD) Account: 11-190-100-106-10-10-000 (Replaces Novak)	Autism Maple Road	Inclusion Maple Road

\*Start date March 1, 2017

16. The recommendation of the Superintendent to approve a **TEMPORARY INCREASE OF ASSIGNMENT** for **PAMELA FENNING**, Guidance Secretary, High School, from 4.5 hours per day to 1.0, at the annual salary of \$52,385.00 (Step 6) (prorated), without health benefits, effective February 27, 2017, through May 19, 2017, per Board of Education/WMEA Agreement. Account: 11-000-218-105-10-10-071
17. The recommendation of the Superintendent to approve an **INCREASE OF ASSIGNMENT** for the **LEONARD VAN WINGERDEN**, Industrial Arts Teacher, High School, to teach a sixth (6) period, at an additional cost of \$1,000.00 per month, added to his present salary, with health benefits, effective March 1, 2017, through June 30, 2017, per Board of Education/WMEA Agreement - Account: 11-140-100-101-10-10-000

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

- 18. The recommendation of the Superintendent to approve the following staff for the **DIGITAL CITIZENSHIP COMMITTEE** to conduct a **PARENT PRESENTATION** for Macopin School, at the hourly rate of \$31.00, not to exceed five (5) hours, for a payment of \$155.00 each staff member, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-103 - ESSA/NCLB Title I:

Employee

<b>JASON BENZ</b>	<b>BRIAN LESLIE</b>
<b>MARY BOZENMAYER</b>	<b>LISA LYONS</b>
<b>JULIANNE McCALL-BRAMLEY</b>	<b>SUSAN MORRIS</b>
<b>COLLEEN OROHO-CZULADA</b>	<b>SUSAN NEBIKER</b>
<b>JOSE ESTRADA</b>	<b>LAURA OAKES</b>
<b>TRICIA GRANEY</b>	<b>DEANA PEZZINO</b>
<b>NANCY GRIDLEY</b>	<b>ALISON SCULLY</b>
<b>NICOLE KLOSZ</b>	<b>KELLEY VISAGGIO</b>
	<b>MELISSA WELCH</b>

NOTE: Funded through the ESSA/NCLB Title I Grant.

- 19. The recommendation of the Superintendent to approve the appointment of **LAUREN YARMULA**, Family Numeracy Instructor, Apshawa School, for the 2016-2017 school year, at the hourly rate of \$31.00, for 2.5 hours, retroactive from January 2017, per Board of Education/WMEA Agreement. Account: 11-401-100-110-10-10-000
- 20. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (August 2016)**, for the appointment of **GREGG VETTER**, Volleyball Advisor, **MACOPIN SCHOOL STUDENT AFTER SCHOOL CLUB**, for the 2016-2017 school year, at the hourly rate of \$31.00, for 24 hours (12 Winter/12 Spring), per Board of Education/WMEA Agreement. (Replaces Infante) Account: 11-401-100-110-10-10-000
- 21. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (November 2016)**, for the appointment of **JACQUELINE SEGAL**, Chaperone, **MACOPIN SCHOOL, STUDENT ACTIVITY ASSIGNMENT DISTRICT ARTS FESTIVAL**, for the 2016-2017 school year, at a stipend of \$70.00, per Board of Education/WMEA Agreement. (Replaces Lugerner) Account: 11-401-100-110-10-10-000
- 22. The recommendation of the Superintendent to approve the addition of **KARYN REINHOLD** (Elementary/Special Education) to the list of **HOME INSTRUCTORS** at the hourly rate of \$36.00, for the 2016-2017 school year. Account: 11-150-100-101-10-10-000
- 23. The recommendation of the Superintendent to approve the following **SCHOOL COUNSELORS** for the 2017-2018 6<sup>th</sup> Grade Parents Presentation at the hourly rate of \$31.00 for two (2) hours per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

**KENNETH RYERSON**  
**LAURA BORGESS**

- 24. 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:



Minutes for the Workshop/Regular Meeting of February 21, 2017

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

24. (Continued)

<u>Advisor</u>	<u>Club</u>	<u>School</u>	<u>Hours</u>	<u>Payment</u>
SAMANTHA PETTORINI	Sunset Scholars	Apshawa	12	\$372.00
ROSEMARY JANSEN	Sunset Scholars	Apshawa	12	\$372.00
JULIE McCALL-BRAMLEY	Sunset Scholars	Apshawa	12	\$372.00
SARAH WARREN	Garden	Apshawa	6	\$186.00
KELLEY VISAGGIO	Garden	Apshawa	6	\$186.00
MICHELLE ROMER	Yoga	Apshawa	6	\$186.00
MEGAN HATEM	Yoga	Apshawa	6	\$186.00

NOTE: Funded through the PTA.

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

<u>Provisional Teacher</u>	<u>Payment</u>	<u>Mentor Teacher</u>
CASSANDRA McGOVERN	\$293.32	Shawn Rhinesmith

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

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

<u>Student</u>	<u>College</u>	<u>School/Course</u>	<u>Timeframe</u>
JASMIN JAVIER	Montclair State	HS/Athletic Trainer	February-May
JAMIE BEEKMAN	Passaic County	MR/Kindergarten	5 Days
GARY BONILLA*	Montclair State	UGL/Social Worker	100/Hrs. Practicum February-June

\*Internship also for the 2017-2018 school year. Pending fingerprint and medical clearance.

27. 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>
KARA BACE	High School	Softball

28. The recommendation of the Superintendent to approve the following **JOB DESCRIPTION:** (Documentation provided electronically.)

**MECHANIC - CLASS 3** (New)

XV. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued  
DISCUSSION: Mrs. Dwyer questioned Item #16. Mr. Foody questioned Item #17.

**ROLL CALL:**

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

The **MOTION PASSED** unanimously.

XVI. 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 adopt the following resolution proclaiming March 2017 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 **"Music Education: Music Inspires!"**

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

The Board of Education of the West Milford School District, for its own part, rededicates itself to the maintenance of a music education program that will be relevant to the needs of the children placed in its care and will reach and positively influence each child and that this resolution be spread upon the minutes of the public meeting of the West Milford Board of Education held on February 21, 2017.

2. The recommendation of the Superintendent to adopt the following resolution proclaiming March 2017 as **YOUTH ART MONTH:**

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

XVI. EDUCATION - Mrs. Dwyer, Chairperson - Continued

2. (Continued)

- \* 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, "**Rockin' and Rollin'**" 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 21, 2017.

3. The recommendation of the Superintendent to adopt the following resolution establishing the **WEST MILFORD HALL OF EXCELLENCE**:

**WHEREAS**, in recognition of the need to perpetuate the memory of those exceptional people who brought honor to West Milford High School and who can serve as role models for present and future generations, the District hereby organizes the "West Milford High School Hall of Excellence;" and

**WHEREAS**, in doing so, the Board wishes to recognize and celebrate the accomplishments of outstanding individuals who graduated West Milford High School or who served the West Milford High School community. In so recognizing these individuals, the Board seeks to establish or strengthen the connection between those individuals and their families with West Milford High School. These recognitions shall serve to deepen student and community understanding of and pride in the history of West Milford High School; and

**WHEREAS**, nominations to the West Milford High School Hall of Excellence are open to all West Milford High School alumni who graduated in good standing and school/community members who served the West Milford High School. Nominees shall have distinguished themselves through exemplary achievements and recognition in their chosen field and/or meritorious service on the local, state, and/or national level; and

**WHEREAS**, the West Milford High School Hall of Excellence will be governed by a Hall of Excellence Executive Committee comprised of five (5) voting members; and

XVI. EDUCATION - Mrs. Dwyer, Chairperson - Continued

3. (Continued)

**WHEREAS**, a Hall of Excellence Selection Committee will be comprised of voting members who will meet biannually to maintain a recommendation process based on the criteria specified in the Constitution and By-Laws of the West Milford High School Hall of Excellence; and

**WHEREAS**, inductees or inductee representatives will be honored at a biennial Induction Ceremony and interaction with students of the West Milford High School as determined by the Hall of Excellence Executive Committee;

**NOW, THEREFORE BE IT RESOLVED**, the West Milford Board of Education endorses the creation of the "West Milford High School Hall of Excellence" and,

**BE IT FINALLY RESOLVED** that the "West Milford High School Hall of Excellence" shall meet as soon as possible to establish the framework to organize and govern the Hall of Excellence, as well as the rules for inducting each of the outstanding individuals to be honored.

4. The recommendation of the Superintendent to approve the **DIGITAL CITIZENSHIP LESSON PLAN SCOPE AND SEQUENCE**.

5. The recommendation of the Superintendent to approve the addition of the following locations to the list of Board approved **FIELD TRIP LOCATIONS** for the 2016-2017 school year:

Kean College - Union, New Jersey  
Pine Creek Miniature Golf Course, Amwell, New Jersey  
Various school-sponsored clubs - All New Jersey locations where school competitions are held

6. The recommendation of the Superintendent to approve the following **amendment to the previously approved resolution (January 2017)**, to the **REGULAR EDUCATION OUT-OF-DISTRICT TUITION CONTRACT** for the 2016-2017 school year retroactive from November 1, 2016, through **January 31, 2017**, (annual tuition pro-rated):

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

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

Number of <u>Students</u>	<u>Tuition</u>	<u>Transportation</u>	<u>Placement</u>
2	\$13,200.00	\$92.50/day	Vernon Township Vernon, New Jersey
Student #s: 70448; 69432			

**XVI. EDUCATION - Mrs. Dwyer, Chairperson - Continued**

8. 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 17, 2017 through June 30, 2017 (annual tuition pro-rated):

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1	\$35,520.00	Bonnie Brae Liberty Corner, New Jersey
Student #: 67309		

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

9. The recommendation of the Superintendent to approve an **addition** to the following **SPECIAL EDUCATION DAY SCHOOL OUT-OF-DISTRICT TUITION CONTRACT (June 2016)** retroactive from January 23, 2017, through February 13, 2017:

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1	\$2,720.00 (Aide)	Gramon School Fairfield, New Jersey
Student #: 61198		

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:**

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

The **MOTION PASSED** unanimously.

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

Mr. Cytowicz offered a motion, seconded by Mr. Huber, to table the following Item #6 until attorney review:

6. The recommendation of the Superintendent to approve an agreement with **RJB ENVIRONMENTAL, INC.**, Morrisville, Pennsylvania, for additional environmental sampling and testing at Hillcrest in the amount of \$4,205.00. (Documentation provided electronically.)

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

ROLL CALL:

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

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

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #4, and #7 through #10: (Item #5 acted upon after Executive Session.)

1. The recommendation of the Superintendent to approve a Resolution to **RENEW MEMBERSHIP IN THE POOLED INSURANCE PROGRAM OF NEW JERSEY**, effective July 1, 2017, through June 30, 2020. (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve a **FUND MEMBERSHIP, INDEMNITY AND TRUST AGREEMENT** with the **POOLED INSURANCE PROGRAM OF NEW JERSEY**, effective July 1, 2017, through June 30, 2020. (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve an agreement with **E-RATE CONSULTING, INC.**, Montclair, New Jersey, for consulting and process management services in the amount of \$3,000.00 for Category I applications and 5% of funding disbursed or the minimum of \$1,500.00 for Category II applications for the 2017-2018 school year.
4. The recommendation of the Superintendent to approve the cancellation of a Food and Drink Vending Machine Agreement with **CULINARY VENTURES VENDING**, Union, New Jersey, for the removal of vending machines at the High School and Macopin School, effective May 1, 2017.
7. The recommendation of the Superintendent to approve an agreement with **LAN ASSOCIATES**, Midland Park, New Jersey, for groundwater modeling and consulting services at the Transportation Depot for a fee of \$14,875.00.
8. The recommendation of the Superintendent to approve a Photography Service Agreement with **LORS PHOTOGRAPHY**, Union, New Jersey, for the 2017-2018, and 2018-2019 school years.
9. The recommendation of the Superintendent to approve payments to the following employee for participation in the **HEALTH BENEFITS INCENTIVE** program - Account: 11-000-291-270-10-13-000:

	<u>December 2016</u>	<u>June 2017</u>
<b>JOHN FITZSIMMONS</b>	\$1,000.00	\$1,000.00

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

10. The recommendation of the Superintendent to approve the **DONATION** of old computer equipment, no longer of use to the district, to Upcycle LLC., Fairfield, New Jersey. Equipment to be picked up at no cost to the district. (List to be provided electronically.)

Mr. Cytowicz offered a motion, seconded by Mrs. O'Brien, to postpone Executive Session until 9:45 p.m.

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

**ROLL CALL:**

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

\*Mr. Huber voted, "No" on Item #7.

\*\*Mrs. Fritz and Mr. Foody abstained on Item #7.

The **MOTION PASSED**.

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

11. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **February 21, 2017**, in the amount of \$6,675,362.80. (Documentation provided electronically.)

**ROLL CALL:**

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

\*Mr. Huber and Mr. Foody voted, "No" for the Bill List.

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 **February 21, 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 \$431,276.91.

**XVII. 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	Mrs. Fritz	Yes
Mr. Bailey	Yes	Mr. Cytowicz	Yes	Mr. Drew	Yes
Mr. Robbins	Absent	Mr. Huber	Abstained	Mr. Foody	Abstained

The **MOTION PASSED**.

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 **February 21, 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:

\$11,459,811.33 as of January 31, 2017; 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	Absent
Mrs. Fritz	Yes	Mr. Cytowicz	Yes	Mr. Bailey	Yes
Mr. Drew	Yes	Mr. Huber	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

**XVIII. POLICY - Mr. Glenn Huber, Chairperson**

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



**XVIII. POLICY - Mr. Huber, Chairperson - Continued**

1. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Americans with Disabilities Act." (Code 1510) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Americans with Disabilities Act." (Code 1510) (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the Second Reading and Adoption of a new **POLICY** entitled, "Section 504 of the Rehabilitation Act of 1973 - Students." (Code 2418) (Documentation provided electronically.)
4. The recommendation of the Superintendent to approve the Second Reading and Adoption of a new **REGULATION** entitled, "Section 504 of the Rehabilitation Act of 1973 - Students." (Code 2418) (Documentation provided electronically.)
5. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Education of Homeless Children." (Code 5116) (Documentation provided electronically.)
6. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Education of Homeless Children." (Code 5116) (Documentation provided electronically.)
7. The recommendation of the Superintendent to approve the Second Reading and Adoption of a new **POLICY** entitled, "Student Recognition." (Code 5430) (Documentation provided electronically.)
8. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Student Records." (Code 8330) (Documentation provided electronically.)
9. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Student Records." (Code 8330) (Documentation provided electronically.)

**ROLL CALL:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mr. Huber	Yes	Mrs. O'Brien	Yes	Mrs. Fritz	Abstained
Mrs. Dwyer	Yes	Mr. Drew	Yes	Mr. Bailey	Yes
Mr. Cytowicz	Yes	Mr. Robbins	Absent	Mr. Foody	Yes

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

**XIX. SPECIAL COMMITTEES/LIAISON REPORTS**

Parks & Recreation - Mr. Cytowicz had no report.

Safety - There was no report.

Superintendent's Roundtable - Mrs. Dwyer reported that the meeting is scheduled for Thursday.

Passaic County School Boards Association - Mrs. O'Brien reported that the next meeting is scheduled for March. It will be a joint meeting.

New Jersey School Boards Association - Mr. Cytowicz reported on the Governance I training. He also spoke about Governance 2, 3 and 4, and the upcoming calendar of events.

Legislative - Mr. Drew had nothing to report.

Technology Oversight - Mr. Drew had no report.

West Milford Education Foundation - Mrs. O'Brien spoke about the next meeting/

Township/Board of Education Joint Committee - Mr. Foody had no report.

CASA - Mr. Huber reported on the last meeting.

**XX. OLD BUSINESS**

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

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

**XXI. NEW BUSINESS**

Mr. Huber offered a motion, seconded by Mr. Drew, to create a Human Resources position and job description.

**DISCUSSION:** Mrs. Dwyer expressed her concern about the budget and the implication of the position.

**ROLL CALL:**

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

The **MOTION FAILED.**

Mr. Huber stated that the field has crumb rubber and he would like it tested.

**XXI. NEW BUSINESS - Continued**

Mr. Huber offered a motion, seconded by Mr. Foody, to obtain proposals to have the field tested.

**ROLL CALL:**

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

The **MOTION PASSED:** 5 Yes; 1 No; 2 Abstentions

Motion by Mrs. O'Brien, seconded by Mr. Cytowicz, 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.

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

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

**XXIII. EXECUTIVE SESSION**

At 10:13 p.m., Mr. Huber made a motion, seconded by Mr. Cytowicz, 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.**

Mrs. O'Brien left the meeting at 11:06 p.m.

At 11:20 p.m., the Board returned to the public session and Mr. Bailey left the meeting.

**XXIV. EDUCATION - Mrs. Teresa Dwyer, Chairperson**

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

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

**XXIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued**

11. (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 **February 21, 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/E-8	Substantiated
2017/E-9	Substantiated
2017/E-10	Unsubstantiated
2017/E-12	Unsubstantiated
2017/E-13	Unsubstantiated
2017/E-14	Substantiated

**ROLL CALL:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mrs. Dwyer	Yes	Mr. Huber	Yes*	Mr. Bailey	Absent
Mrs. O'Brien	Absent	Mrs. Fritz	Yes	Mr. Drew	Yes**
Mr. Robbins	Absent	Mr. Cytowicz	Yes	Mr. Foody	Yes

\*Mr. Huber abstained on Incident No. 2017/E-10.

\*\*Mr. Drew voted, "No" on Incident No. 2017/E-11.

The **MOTION PASSED**.

**XXV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Steve Drew, Chairperson**

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

- The recommendation of the Superintendent to approve an agreement with **ALLMAN VENDING REPAIR**, Rahway, New Jersey, for the purchase of three (3) refurbished vending machines for the High School, and one (1) refurbished vending machine for Macopin School for a total amount of \$7,300.00, including delivery, installation and staff training.

**ROLL CALL:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mr. Huber	Yes	Mrs. O'Brien	Absent	Mrs. Fritz	Yes
Mrs. Dwyer	Yes	Mr. Drew	Yes	Mr. Bailey	Absent
Mr. Cytowicz	Yes	Mr. Robbins	Absent	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

Minutes for the Workshop/Regular Meeting of February 21, 2017

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

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

29. Resolved, upon the recommendation of the Superintendent, that the Board hereby ratifies the paid suspension of Employee #3603, from February 15, 2017, through the present; and be it further

Resolved, upon the recommendation of the Superintendent, that the Board hereby terminates the employment contract of Employee #3603, effective immediately, and be it further

Resolved, that the Employee shall be paid for 60 days in accordance with the notification provision in his individual employment contract.

**ROLL CALL:**

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

The **MOTION PASSED:** 5 Yes; 1 Abstention

**XXIV. ADJOURNMENT**

Motion by Mr. Drew, seconded by Mr. Cytowicz, to adjourn the meeting at 11:23 p.m.

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

Respectfully submitted,

Barbara Francisco  
Board Secretary/Business Administrator

tc