

**BOARD OF EDUCATION
AGENDA
PRELIMINARY BUDGET HEARING/SPECIAL ACTION MEETING
MARCH 12, 2024**

DISTRICT GOALS - 2023-2024 SCHOOL YEAR

- *Continue our initiative to enhance the District Math program in order to provide students with the skills necessary to prepare for future success, as measured by the planning and implementation of a rigorous, standards-based curriculum, supported by the allocation of resources, use of formative assessments, and continued professional development.*
- *Stabilize District finances in light of the challenges of S2 reduction in State aid and declining enrollment, as measured by the identification of cost-effective solutions, and potential means of revenue generation.*
- *Continue to foster a culture that supports the mental and physical well-being of our students and staff, as measured by the identification and implementation of appropriate resources, professional development, and communication about available supports.*
- *Increase a sense of unity across all schools in the District as measured by the implementation of revised communication and branding strategies, and appropriate consistency of program implementation.*

Agenda for the Preliminary Budget Hearing/Special Action Meeting of March 12, 2024, which will be held at 7:00 p.m. in the Macopin School Auditorium. (The Board reserves the right to act on any and all agenda items.) NOTE: Additions and amendments are identified by parenthesis "(")" on the agenda.

**PLEASE SILENCE OR TURN OFF YOUR CELL PHONES
AND NOTE THE LOCATIONS OF THE EMERGENCY EXITS.**

I. CALL TO ORDER

II. INVOCATION

III. FLAG SALUTE

IV. 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 Suburban Trends, the Record, the Messenger, West Milford Town Hall, the County Superintendent's Office, the Board Attorney, Cablevision of Warwick and West Milford TV77; 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.

Agenda for the Preliminary Budget Hearing/Special Action Meeting of March 12, 2024

V. ROLL CALL BY MR. WILLIAM SCHOLTS, BOARD SECRETARY:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Cytowicz		Mrs. Dwyer		Mrs. Marquard	
Mrs. Jurgensen		Mrs. Lockwood		Mr. Lippe	
Mrs. Racano		Mrs. Van Dyk		Mrs. Romeo	

ADMINISTRATION	POSITION	ATTENDANCE
Dr. Lydia Furnari	Interim Superintendent of Schools	
Mr. William Scholts	Board Secretary/Business Administrator	
Mr. Daniel Novak	Director of Education	
Dr. Derek Ressa	Director of Special Services	
Andrew Brown, Esq.	Board of Education Attorney	

Approximate number of the public in attendance: _____

VI. INTERIM SUPERINTENDENT'S REPORT - Dr. Lydia Furnari

- 2024-2025 Preliminary Budget Presentation

VII. PUBLIC COMMENT REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after the President's Report. The second comment period will be scheduled after New Business.

During the first opportunity for public comment, citizens are invited to comment on subjects on the agenda items only. During the second opportunity for public comment, citizens may comment on all other general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent's Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to five minutes. The Board Secretary will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (Bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.

VII. PUBLIC COMMENT REGULATIONS - Continued

- 4. All statements shall be directed to the presiding officer. No participant may address or questions Board members individually.
- 5. Questions requiring investigation shall be referred by the Board to the Superintendent's Office for consideration and later response. A participant may be asked to submit such questions in written format.

VIII. PUBLIC COMMENT - AGENDA ITEMS (PLEASE SIGN IN)

All speakers will have five (5) minutes to speak until a period of thirty (30) minutes transpires. Before speaking, please state your name, group affiliation and address for the record. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. After speaking, all speakers are asked to sign the register provided and give their full name, group affiliation, and their address.

All statements shall be directed to the presiding officer. No participant may address or question Board members individually.

All speakers are expected to have read the statement within the agenda regarding the regulations concerning public comments.

Members of the public are reminded that they are legally responsible and liable for their comments.

Motion by _____ , seconded by _____ , to close Public Comment.

VOICE VOTE:

IX. **MOTION BY _____ , SECONDED BY _____ , TO ADOPT THE AGENDA, AS PRESENTED.**

VOICE VOTE:

SPECIAL ACTION

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

Motion by _____ , seconded by _____ , to approve the following agenda items:

- 1. The recommendation of the Interim Superintendent to submit the **EXPANDING ACCESS TO COMPUTER SCIENCE HIGH SCHOOL COURSES GRANT** application for the 2024-2025 school year, in the amount of \$16,640.00.
- 2. The recommendation of the Interim Superintendent to approve the following **SCHOOL YEAR SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT**, retroactive from February 7, 2024, through June 30, 2024:

SPECIAL ACTION

X. EDUCATION - Mrs. Teresa Dwyer, Chairperson - Continued

2. (Continued)

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1 Student #: 70600	\$37,925.04	Chancellor Academy Pompton Plains, New Jersey

3. The recommendation of the Interim Superintendent to approve an **addition** to the **GENERAL EDUCATION/SPECIAL EDUCATION DISTRICT CONSULTANTS, PHYSICIANS, HOSPITALS/MEDICAL CENTERS, CLINICS, and AGENCIES**, for the 2023-2024 school year:

- Monmouth-Ocean Educational Services Commission (New Jersey Virtual School)

4. The recommendation of the Interim Superintendent to accept an agreement with **MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION (NEW JERSEY VIRTUAL SCHOOL)**, to provide services to student #68855, in the amount of \$3,200.00, for the 2023-2024 school year.

5. The recommendation of the Interim 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.)

6. The recommendation of the Interim Superintendent to approve the following Resolution:

WHEREAS, in accordance with the requirements set forth in P.L. 2010, Chapter 122, the West Milford Board of Education has received results of HIB investigative reports on **March 12, 2024**; therefore,

BE IT RESOLVED, that the West Milford Board of Education approves issuance of written decisions affirming, rejecting or modifying the Superintendent's determination in the following HIB investigation(s):

<u>Incident Report Number</u>	<u>Board Determination</u>
2024/M-8	Substantiated

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer		Mrs. Romeo		Mrs. Van Dyk	
Mr. Cytowicz		Mrs. Marquard		Mrs. Racano	
Mrs. Jurgensen		Mr. Lippe		Mrs. Lockwood	

SPECIAL ACTION

XI. PERSONNEL/STUDENT AFFAIRS - Mrs. Lynda Van Dyk, 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 _____, seconded by _____, to approve the following agenda items:

1. The recommendation of the Interim Superintendent to approve a **TRANSFER OF ASSIGNMENT** for **DANIEL RICH**, from Custodian, Macopin School, to Assistant Head Custodian, Macopin School (PC#45.08.M3.BCK), at the annual salary of \$48,389.00, Assistant Head Custodian Stipend of \$5,213.00 (prorated), with health benefits, effective March 13, 2024, through June 30, 2024, per Board of Education/WMCMA Agreement. (Replaces Bunk) Account: 11-000-262-110-10-10-000
2. The recommendation of the Interim Superintendent to approve the appointment of **NOELLE RIESENMAN**, Long Term Substitute Art Teacher, Macopin School (PC#99.08.00.BJH), at the per diem rate of \$125.00 for three (3) days a week, retroactive from January 26, 2024, through March 15, 2024, then at the per diem rate of \$250.00 for three (3) days a week, effective March 19, 2024, through May 10, 2024, per Board of Education Agreement. (Replaces Employee #5491) 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.

3. The recommendation of the Interim Superintendent to approve a leave of absence for Employee #0957, with pay using sick days, retroactive from February 26, 2024, through April 29, 2024. (Medical)

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

4. The recommendation of the Interim Superintendent to approve a leave of absence for Employee #4693, without pay, retroactive from February 15, 2024, through March 28, 2024.

5. The recommendation of the Interim Superintendent to approve a leave of absence for Employee #4825, with pay using sick days, retroactive from February 27, 2024, through March 15, 2024. (Medical)

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

6. The recommendation of the Interim Superintendent to approve the following **EMPLOYEE RETIREMENT/SICK DAY PAYMENTS**, for payment March 13, 2024, in accordance with the provisions of the Board of Education negotiated agreement - Account: 11-000-291-290-10-13-000:

<u>Employee/Agreement</u>	<u>Days</u>	<u>Unit Rate</u>	<u>Payment</u>
<u>WMEA Agreement</u>			
CLAUDIA NEY	27	\$125.00	\$3,375.00

SPECIAL ACTION

XI. PERSONNEL/STUDENT AFFAIRS - Mrs. Van Dyk, Chairperson - Continued

7. The recommendation of the Interim Superintendent to approve an **EXTENSION** to a **TEMPORARY TRANSFER OF ASSIGNMENT** for **MICHELLE PAPA**, from Special Class Aide, High School, to Special Class Aide, Apshawa School, for the 2023-2024 school year, retroactive from March 4, 2024, through March 12, 2024. Account: 11-213-100-106-10-10-000
8. The recommendation of the Interim Superintendent to approve a **TEMPORARY TRANSFER OF ASSIGNMENT** for **ROSEMARY JANSEN**, from Special Class Aide, High School, to Long Term Substitute Special Education Teacher, Highlander Academy, for one (1) period a day, at an additional per diem rate of \$50.00, with health benefits, retroactive from January 22, 2024, through March 8, 2024, per Board of Education Agreement. (Replaces Elsea) Account: 11-209-100-101-10-10-105
9. The recommendation of the Interim Superintendent to approve a **TEMPORARY TRANSFER OF ASSIGNMENT** for **ROSEMARY JANSEN**, from Special Class Aide, High School, to Long Term Substitute Special Education Teacher, Highlander Academy, at the per diem rate of \$250.00, with health benefits, retroactive from March 11, 2024, through April 9, 2024, per Board of Education Agreement. (Replaces Heinzinger/Balietto) Account: 11-209-100-101-10-10-105
10. The recommendation of the Interim Superintendent to approve a **TEMPORARY TRANSFER OF ASSIGNMENT** for **APRIL PECORARO**, from Special Class Aide, Highlander Academy, to Long Term Substitute Special Education Teacher, Highlander Academy, for two (2) periods a day, at an additional per diem rate of \$100.00, with health benefits, effective March 13, 2024, through April 2, 2024, per Board of Education Agreement. (Replaces Heinzinger) Account: 11-209-100-101-10-10-105
11. The recommendation of the Interim Superintendent to approve an **INCREASE OF ASSIGNMENT** for **KAREN FLAHERTY**, Science Teacher, High School, to teach a sixth period with the addition of \$5,142.86 to her salary, with health benefits, retroactive from January 29, 2024, through June 30, 2024, per Board of Education/WMEA Agreement. Account: 11-140-100-101-10-10-000

NOTE: Prorated based on staffing needs.

12. The recommendation of the Interim Superintendent to approve the following **NURSES** for student #70723, for **AFTER-SCHOOL STUDENT ACTIVITIES** for the 2023-2024 school year, not to exceed 44 hours, per Board of Education/WMEA Agreement - Account: 11-000-213-104-10-10-645:

<u>Nurses</u>	<u>Hourly Rate</u>
KYLIE KLIMEK	\$44.78
MARYELISE NORRELL	\$75.07
JOANNA REILLY	\$44.00
JOYCE RILEY	\$78.92
PAMELA TAVARONE-BIESIADA	\$44.78
DAWN TETTAMANTI	\$42.85
CAROL ZUIDEMA	\$51.92

NOTE: A 1:1 nurse is required as per student's IEP. Nurses will be assigned based on availability.

SPECIAL ACTION

XI. PERSONNEL/STUDENT AFFAIRS - Mrs. Van Dyk, Chairperson - Continued

13. The recommendation of the Interim Superintendent to approve a payment to **JOAN DARNSTEADT**, District Substitute Nurse, in the total amount of \$3,500.00, for services rendered from April 19, 2024, through April 27, 2024, for the High School Band trip to Scotland/England.

NOTE: Funded by students through the overall trip cost.

14. The recommendation of the Interim Superintendent to approve a payment to **JOYCE RILEY**, District Nurse, in the total amount of \$200.00, for services rendered from March 21, 2024, through March 22, 2024, for the Macopin School 7th Grade Field Trip to Philadelphia, Pennsylvania.

NOTE: Funded by students through the overall trip cost.

15. The recommendation of the Interim Superintendent to approve a payment to **PAMELA TAVARONE-BIESIADA**, District Nurse, in the total amount of \$810.00, for services rendered retroactive from February 16, 2024, through February 19, 2024, for the High School National Cheerleading Championship Competition trip to Wildwood, New Jersey. Account: 11-401-100-110-10-10-000

NOTE: Funded by students through the overall trip cost.

16. The recommendation of the Interim Superintendent to approve an **ADDITIONAL ASSIGNMENT** for the following staff for **EXTENDED FIELD TRIP HOURS**, at a total stipend of \$75.00, for the 2023-2024 school year. Account: 11-401-100-110-10-10-000:

<u>Employee</u>	<u>School</u>
PAUL CHIESA	Upper Greenwood Lake
KATHRYN ENERING	Upper Greenwood Lake
HOLLIE MILLER	Upper Greenwood Lake
JENELLE PEINE	Upper Greenwood Lake
KRISTA YUHAS	Upper Greenwood Lake
DAWN TETTAMANTI	Upper Greenwood Lake

17. The recommendation of the Interim Superintendent to approve **an amendment to a previously approved resolution (January 2024)** to the **FAMILY LITERACY NIGHT, ADVISORS, and HOURS, retroactive from February 28, 2024**, at the hourly rate of \$37.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-XXX - ESEA Title I Grant:

<u>Employee</u>	<u>School</u>	<u>Hours</u>	<u>Payment</u>
JODIE COMUNE	Maple Road	5	\$185.00
JAMIE HOLLICK	Maple Road	5	\$185.00
TRICIA GRANEY	Maple Road	4	\$148.00
JAIME KETTNER	Maple Road	4	\$148.00
DANIELLA PRESTON	Maple Road	2	\$ 74.00
HOLLY STANLEY	Maple Road	4	\$148.00
KELLY YOST	Maple Road	2	\$ 74.00

NOTE: Funded through ESEA Title I Grant. Yost replaces Preston

SPECIAL ACTION

XI. PERSONNEL/STUDENT AFFAIRS - Mrs. Van Dyk, Chairperson - Continued

18. The recommendation of the Interim Superintendent to approve the following High School students as **AUDIO VISUAL/LIGHTING TECHNICIANS** for the 2023-2024 school year, at an hourly rate not to exceed \$15.13 - Account: 11-000-262-300-17-17-000:

EMILY BIESIADA	ZOE LISBONA
KAYLA FILIPOWICZ	AIDAN LONGACRE
JILENA HASS	JOSEPH MONTALBANO
HAILEY KAPRAL	RILEIGH SLUFIK
MADELINE KEATES	DONALD STINZIANO

19. The recommendation of the Interim Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY CLUB, ADVISOR, and HOURS** for the 2023-2024 school year, at the hourly rate of \$37.00, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>
MATTHEW KEYZER	Girls Flag Football	120

20. The recommendation of the Interim Superintendent to approve the following **VOLUNTEERS** for the 2023-2024 school year:

<u>Name</u>	<u>School</u>	<u>Assignment</u>
KYLIE KLIMEK	High School	Girls Flag Football
SARAH WARD	High School	Band

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Van Dyk		Mrs. Dwyer		Mr. Lippe	
Mrs. Marquard		Mrs. Romeo		Mr. Cytowicz	
Mrs. Jurgensen		Mrs. Racano		Mrs. Lockwood	

SPECIAL ACTION

XII. OPERATIONS & FINANCE - Mr. Peter Lippe, Chairperson

Motion by _____, seconded by _____, to approve the following agenda item:

1. The recommendation of the Interim Superintendent to approve the following Resolution:

BE IT RESOLVED, by the West Milford Township Board of Education, County of Passaic, that the **2024-2025 DISTRICT PRELIMINARY BUDGET** be approved as follows:

SPECIAL ACTION

XII. OPERATIONS & FINANCE - Mr. Lippe, Chairperson - Continued

1. (Continued)

General Fund	\$75,118,929
Special Revenue	\$ 1,186,286
Debt Service	<u>\$ 616,000</u>
TOTAL BUDGET	\$76,921,215

BE IT FURTHER RESOLVED, that the following **GENERAL FUND AND DEBT SERVICE TAX LEVIES** be approved to support the 2024-2025 Preliminary Budget:

General Fund	\$64,322,721
Debt Service	<u>\$ 406,560</u>
TOTAL	\$64,729,281

BE IT FURTHER RESOLVED, that included in the budget line 100, Local Tax Levy, is the utilization of banked cap in the amount of \$128,539 to meet budgetary requirements for the 2024-2025 school year. These funds are needed to maintain our current academic programs and remain in compliance with local and state required programs, and to meet students' academic goals in the current inflationary environment. The implementation of this need must be completed by the end of 2024-2025 budget year and cannot be deferred or incrementally completed over a longer period of time.

BE IT FURTHER RESOLVED, that included in the budget line 100, Local Tax Levy, is the utilization of an adjustment for increased costs of health benefits in the amount of \$562,769. The additional funds will be used to pay for increases in health benefit premiums.

BE IT FURTHER RESOLVED, that included in budget line 620, Budgeted Withdrawal from Capital Reserve for Other Capital Projects is \$450,000, to be used towards the Upper Greenwood Lake School window and front door replacement.

BE IT FURTHER RESOLVED, that included in budget line 630, Budgeted Withdrawal from Maintenance Reserve for Budgeted Required Maintenance is \$150,000.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:11-12, in each pre-budget year, the West Milford Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded.

BE IT FURTHER RESOLVED, the Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by Federal, State and local funds.

BE IT FURTHER RESOLVED, the Board of Education had previously established a maximum amount for the pre-budget year 2023-2024 as \$137,965.

SPECIAL ACTION

XII. OPERATIONS & FINANCE - Mr. Lippe, Chairperson - Continued

1. (Continued)

BE IT FURTHER RESOLVED, the Board of Education has expended \$28,981 of the maximum amount for the pre-budget year to date.

BE IT FURTHER RESOLVED, that the West Milford Board of Education hereby establish the maximum travel expenditure amount for the 2024-2025 school year as \$126,755.

BE IT FURTHER RESOLVED, that this Board of Education approved "tentative" budget is being presented for advertising prior to Executive County Superintendent approval. The budget will be approved by the Executive County Superintendent prior to the public hearing.

BE IT FURTHER RESOLVED, the budget is in conformity with regulations promulgated by the Department of Education and the Board of Education has submitted supporting documents to the state for maximum professional services.

BE IT FURTHER RESOLVED, that the Board authorizes the Business Administrator to make any adjustments to the budget submission to bring it in conformity with state regulations. Adjustments will be reviewed and approved by the Board at the Public Budget Hearing.

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Lippe		Mrs. Marquard		Mrs. Dwyer	
Mrs. Jurgensen		Mrs. Romeo		Mr. Cytowicz	
Mrs. Racano		Mrs. Van Dyk		Mrs. Lockwood	

XIII. PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS (PLEASE SIGN IN)

All speakers will have five (5) minutes to speak until a period of thirty (30) minutes transpires. Before speaking, please state your name, group affiliation and address for the record. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. After speaking, all speakers are asked to sign the register provided and give their full name, group affiliation, and their address.

All statements shall be directed to the presiding officer. No participant may address or question Board members individually.

All speakers are expected to have read the statement within the agenda regarding the regulations concerning public comments.

Members of the public are reminded that they are legally responsible and liable for their comments.

XIII. PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS - Continued

Motion by _____ , seconded by _____ , to close Public Comment.

VOICE VOTE:

XIV. EXECUTIVE SESSION

At ____ p.m., _____ made a motion, seconded by _____ , to go into Executive Session for the purpose of discussing personnel appointments, resignations, current litigation matters, special education matters, negotiations, 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. The Board will be in Executive Session for approximately _____ minutes.

Action _____ will be taken. Action _____ will not be taken.

VOICE VOTE:

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mrs. Van Dyk		Mrs. Dwyer		Mrs. Racano	
Mrs. Romeo		Mr. Lippe		Mrs. Marquard	
Mrs. Jurgensen		Mr. Cytowicz		Mrs. Lockwood	

XV. ADJOURNMENT

Motion by _____ , seconded by _____ , to adjourn the meeting at _____ .

VOICE VOTE: