

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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**BOARD OF EDUCATION
 MINUTES
 PRELIMINARY BUDGET HEARING/SPECIAL ACTION MEETING
 MARCH 22, 2022**

Mrs. Lynda Van Dyk, Board President, called to order the Preliminary Budget Hearing/Special Action Meeting of the Board of Education at 6:31 p.m., in the Westbrook School Media Center. She asked for a moment of silence to remember the people suffering in Ukraine. Mrs. Dwyer, Board Vice President asked for a moment of silence to remember a retired teacher, Patricia Zielinski, who recently passed away and to remember her family. Mrs. Van Dyk led the flag salute, read the Open Public Meetings Act Statement, and 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 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.

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

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Stillman	Present	Mrs. Dwyer	Present	Mrs. Lockwood	Present
Mr. Conklin	Absent/Arr. 6:36 p.m.	Mr. Guarino	Absent/Arr. 7:13 p.m.	Mrs. Romeo	Present
Mrs. Stephenson	Present	Mrs. O'Brien	Present	Mrs. Van Dyk	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. Elizabeth McQuaid	Director of Special Services	Present
Andrew Brown, Esq.	Board of Education Attorney	Present

There were no members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

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

RESOLVED, that the Board immediately go into Executive Session for approximately thirty (30) minutes for the purpose of conducting one (1) HIB parent appeal.

The executive session minutes will not be released until such time as the privilege or confidentiality is no long applicable.

VOICE VOTE: All in Favor. MOTION PASSED.

The Board left the Public Meeting and went into Executive Session at 6:33 p.m.

The Board returned to the Public Meeting at 7:13 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Conklin	Present	Mrs. Dwyer	Present	Mrs. Lockwood	Present
Mrs. Stephenson	Present	Mrs. O'Brien	Present	Mrs. Romeo	Present
Mr. Stillman	Present	Mr. Guarino	Present	Mrs. Van Dyk	Present

VII. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

- Dr. Anemone presented a plaque and bouquet of flowers to Barbara Francisco, Business Administrator/Board Secretary, for being the recipient of the Distinguished Service Award from the New Jersey Association of School Business Officials (NJASBO) statewide for 2021-2022. He stated she will also be recognized at the NJASBO Annual Conference in June, and that two (2) West Milford High School seniors will receive a \$500.00 scholarship each on her behalf.
- Dr. Anemone provided the Board and the community with the 2022-2023 Preliminary Budget Presentation. He spoke about budget meetings conducted in December of 2021, explained that the total budget decreases by 0.07%, and stated this is year five of the seven (7) year phase of the new State funding formula referred to as S-2.
- Mr. Novak spoke about curriculum highlights, including the West Milford High School Dual Enrollment Program, Conquer Math, English Language Arts, Knowing Science Program, and Social Studies. Mr. Novak also spoke about new standards for Health and Physical Education, revision and alignment of all arts disciplines in Music, Art & FCS, and automotive dual enrollment and certification in Industrial Arts.
- Dr. Anemone then spoke about Budget Basics, and that the budget is split into revenues and expenses, and how our state aid is declining dramatically. He also presented on cumulative state aid reductions over seven (7) years, and state aid as a percentage of our budget over ten (10) years. He spoke about the local tax levy and explained that in West Milford, 80% of our revenues are from our local tax levy and a tax levy increase of 2% only increases our revenues by 1.6%, or approximately \$1.1 Million. He stated that our local tax levy increases have an eleven year average of +1.58%.

VII. SUPERINTENDENT’S REPORT - Dr. Anemone - Continued

- Dr. Anemone presented the 2022-2023 Preliminary Budget, outlining general fund revenue changes from 2021-2022. Ms. Francisco provided the Board with information regarding the budgeted fund balance and the substantial increase that will support this budget for the 2022-2023 school year. Dr. Anemone then spoke about the tax levy impact and that the average increase of school taxes on the median assessed home is \$98.34 per year, or \$8.20 per month. Capital projects were discussed, including a new telephone system (Phase II), continued asbestos abatement (Aphawa/Macopin), science equipment replacement (Macopin), water remediation (Macopin), and McCormack Field parking lot paving. Dr. Anemone explained proposed cuts to the budget to the Board, the next steps, and upcoming key dates.
- Board members requested additional information regarding class sizes and commented on the budget proposed cuts, the state aid reductions and formula. Board members also spoke about Passaic County Technical Institute (PCTI), and proposing a meeting with our County Freeholders.

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

This portion of the meeting is open to members of the public for the purpose of addressing resolutions on this agenda only. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. Each speaker will be given five (5) minutes, for a period of thirty (30) minutes; and then time permitting, other public comment limited to five (5) minutes per speaker will be allowed, until the thirty (30) minute period transpires. All members of the public speaking during this public comment period are asked to address topics listed in the agenda. All speakers are asked to sign the register provided and to give their full name, spell their last name, group affiliation, if appropriate, and provide their address. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate.

The Board asks that members of the public be courteous and respectful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged, and the Board and the Administration will not respond to them. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board is not responsible and is not liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments. Members of the public are reminded that they are legally responsible and liable for their comments.

Motion by Mr. Guarino, seconded by Mrs. O’Brien, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

IX. MOTION BY MRS. DWYER, SECONDED BY MR. GUARINO, TO ADOPT THE AGENDA, AS PRESENTED AND AMENDED.

VOICE VOTE: All in Favor. MOTION PASSED.

SPECIAL ACTION

X. EDUCATION - Mrs. Teresa Dwyer, Chairperson

ITEM #1 WAS PULLED AND REMOVED FROM THE AGENDA

SPECIAL ACTION

XI. PERSONNEL/STUDENT AFFAIRS - Mr. Raymond Guarino, 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 Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #2 and items #6 through #13 (ITEMS #3, #4, AND #5 WERE PULLED AND REMOVED FROM THE AGENDA):

DISCUSSION: Mrs. Stephenson spoke about item #12, and stated it is amazing to see that audio visual/lighting technicians are students.

1. The recommendation of the Superintendent to accept the resignation of **HOPE SCHOER**, Grade 2 Teacher, Westbrook School, effective July 1, 2022.
2. The recommendation of the Superintendent to **RESCIND** the appointment of **ADAM GRANT**, Special Education Teacher (Autism), Marshall Hill School (PC#90.04.53.BZO), at the annual salary of \$56,400.00 (BA/2) (prorated), with health benefits, retroactive from March 14, 2022, through June 30, 2022, per Board of Education/WMEA Agreement. (Replaces Elmera) Account: 11- 214-100-101-10-10-000

ITEMS #3, #4 AND #5 WERE PULLED AND REMOVED FROM THE AGENDA

6. The recommendation of the Superintendent to approve the appointment of **DAWN TETTAMANTI**, Replacement School Nurse, Marshall Hill School (PC#99.04.00.BOD), at the per diem rate of \$300.00, with health benefits, effective April 4, 2022, through June 24, 2022, per Board of Education Agreement. (Replaces Reilly) Account: 11-120-100-101-10-10-103
7. The recommendation of the Superintendent to approve the appointment of **GAIL BARTILUCCI**, Replacement Science Teacher, High School (PC#99.09.00.BNT), at the per diem rate of \$200.00, with health benefits, retroactive from March 16, 2022, through May 18, 2022, per Board of Education Agreement. (Replaces Fett) Account: 11-140-100-101-10-10-103
8. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (October 2021)** to a leave of absence for **KELLY PADOVANI**, Bus Driver, Transportation, with pay using sick days, retroactive from November 15, 2021, through December 23, 2021, then without pay under the Family Medical Leave Act, retroactive from January 3, 2022, through **March 25, 2022**. (Maternity/Child Rearing)

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

9. The recommendation of the Superintendent to approve a leave of absence for **ROCIO MARRERO**, Vehicle Aide, Transportation, without pay, retroactive from March 7, 2022, through March 11, 2022.

XI. PERSONNEL/STUDENT AFFAIRS - Mr. Guarino, Chairperson - Continued

10. The recommendation of the Superintendent to approve the following **EMPLOYEE RETIREMENT/SICK DAY PAYMENT**, for payment March 31, 2022, 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>WMTAA Agreement</u>			
JOYCE TROAST	74.5	\$40.00	\$2,980.00

11. The recommendation of the Superintendent to approve the following **FAMILY LITERACY NIGHT, ADVISORS, AND HOURS** for the 2021-2022 school year, at the hourly rate of \$36.00, retroactive from March 3, 2022, 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>
JACLYN BECKER	Apshawa	4.5	\$162.00
AMBER HARDEN	Apshawa	4.5	\$162.00
LINDSAY HEFFERON	Apshawa	4.5	\$162.00
MALCOLM IRELAND	Apshawa	4.5	\$162.00
KAREN McCOURT	Apshawa	4.5	\$162.00
AMY METT	Apshawa	4.5	\$162.00
BROOKE QUILLIO	Apshawa	4.5	\$162.00
LAURA SELTENRICH	Apshawa	4.5	\$162.00
BLAKE VISCONTI	Apshawa	4.5	\$162.00

NOTE: Funded through the ESEA Title I Grant.

12. The recommendation of the Superintendent to approve the following High School students as **AUDIO VISUAL/LIGHTING TECHNICIANS** for the 2021-2022 school year, at the hourly rate of \$13.00 - Account: 11-000-262-300-17-17-000:

AMANDA DELLAGICOMA	AIDEN LONGACRE	ZOE LISBONA
HAILEY KAPRAL	LANGDON FREY	SHAYLA STILLMAN

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

RESOLVED, that the Board of Education accepts the Settlement Agreement of the Nurses' Grievance between the West Milford Township Board of Education and the West Milford Education Association, and

BE IT FURTHER RESOLVED, that the Board Secretary and/or Board President is authorized to sign the agreement on behalf of the Board. (Documentation provided electronically.)

SPECIAL ACTION

XI. PERSONNEL/STUDENT AFFAIRS - Mr. Guarino, Chairperson - Continued

ROLL CALL FOR ITEMS #1 THROUGH #2 AND ITEMS #6 THROUGH #13:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Guarino	Yes	Mr. Conklin	Yes	Mr. Stillman	Yes
Mrs. Romeo	Yes	Mrs. O'Brien	Yes	Mrs. Dwyer	Yes*
Mrs. Stephenson	Yes	Mrs. Lockwood	Yes	Mrs. Van Dyk	Yes**

Mrs. Dwyer voted "No" to item #7.
Mrs. Van Dyk voted "No" to item #7.

The MOTION PASSED.

SPECIAL ACTION

XII. OPERATIONS & FINANCE - Mr. Jaycen Stillman, Chairperson

Motion by Mr. Stillman, seconded by Mrs. Lockwood, to approve the following agenda item #1:

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

WHEREAS, N.J.S.A. 18A:24-54 permits a Board of Education to transfer the proceeds of a capital project when the project is completed, and such funds are no longer necessary for the original purpose or any other authorized purpose; and

WHEREAS, the aforementioned statute authorizes the Board of Education to determine whether to apply such funds to either the general fund or the debt service fund of the district; and

WHEREAS, the West Milford Board of Education has determined that \$204,003 is available for such transfer;

NOW, THEREFORE, BE IT RESOLVED by the West Milford Board of Education that it hereby authorizes the district's School Business Administrator to transfer \$100,001 of this available balance to the debt service fund consistent with all applicable laws and regulations.

ROLL CALL FOR ITEM #1:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Stillman	Yes	Mrs. Romeo	Yes	Mr. Conklin	Yes
Mr. Guarino	Yes	Mrs. O'Brien	Yes	Mrs. Lockwood	Yes
Mrs. Stephenson	Yes	Mrs. Dwyer	Yes	Mrs. Van Dyk	Yes

The MOTION PASSED.

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

Motion by Mr. Stillman, seconded by Mrs. O'Brien, to approve the following agenda item #2:

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

BE IT RESOLVED, by the West Milford Township Board of Education, County of Passaic, that the **2022-2023 DISTRICT PRELIMINARY BUDGET** be approved as follows:

General Fund	\$72,799,290
Special Revenue	\$ 1,174,663
Debt Service	<u>\$ 612,250</u>
TOTAL BUDGET	\$74,586,203

BE IT FURTHER RESOLVED, that the following **GENERAL FUND AND DEBT SERVICE TAX LEVIES** be approved to support the 2022-2023 Preliminary Budget:

General Fund	\$59,839,488
Debt Service	<u>\$ 304,084</u>
TOTAL	\$60,143,572

BE IT FURTHER RESOLVED, that included in budget line 620, Budgeted Withdrawal from Capital Reserve for Other Capital Projects is \$525,000, to be used towards asbestos floor abatement and replacement, Phase 2 of the telephone system replacement, the Macopin School parking lot paving, and water remediation for PFOA/PFOS.

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 2021-2022 as \$163,520.

BE IT FURTHER RESOLVED, the Board of Education has expended \$31,945 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 2022-2023 school year as \$131,395.

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

2. (Continued)

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 FOR ITEM #2:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Stillman	Yes	Mrs. Romeo	Yes	Mrs. Dwyer	Yes
Mr. Guarino	Yes	Mrs. O'Brien	Yes	Mr. Conklin	Yes
Mrs. Stephenson	Yes	Mrs. Lockwood	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED**.

Motion by Mr. Stillman, seconded by Mrs. O'Brien, to approve the following agenda item #3:

DISCUSSION: Mrs. Van Dyk thanked Ms. Francisco for the sale of the used buses. Ms. Francisco explained that we received \$18,000.00 for each bus, due to supply and demand.

3. The recommendation of the Superintendent to approve the sale of two (2) used 2011 54-passenger school buses (#208/#211), to **HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION (HCESC)**, Califon, New Jersey, for a total sale price of \$36,000.00, received by the Board.

ROLL CALL FOR ITEM #3:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Stillman	Yes	Mrs. Romeo	Yes	Mrs. Dwyer	Yes
Mr. Guarino	Yes	Mrs. O'Brien	Yes	Mr. Conklin	Yes
Mrs. Stephenson	Yes	Mrs. Lockwood	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED**.

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

This portion of the meeting is open to members of the public having a legitimate interest in the actions of the Board for the purpose of addressing any subject matter pertinent to and/or directly related to the operation of the West Milford Public School District. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. Each speaker will be given five (5) minutes, for a period of thirty (30) minutes; and then time permitting, other public comment limited to five (5) minutes per speaker will be allowed, until the thirty (30) minute period transpires. All speakers are asked to sign the register provided and give their full name, spell their last name, group affiliation, if appropriate, and provide their address. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate.

The Board asks that members of the public be courteous and respectful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged, and the Board and the Administration will not respond to them. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board is not responsible and is not liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments. Members of the public are reminded that they are legally responsible and liable for their comments.

Motion by Mr. Stillman, seconded by Mrs. Dwyer, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

XIV. EXECUTIVE SESSION

At 8:10 p.m., Mrs. Romeo made a motion, seconded by Mr. Guarino, to go into Executive Session for approximately forty-five (45) minutes, for the purpose of discussing current litigation matters, negotiations, HIBs, and matters of attorney/client privilege, and action will be taken.

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.

The Board returned to the Public Meeting at 9:11 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mrs. Romeo	Present	Mrs. Dwyer	Present	Mr. Conklin	Present
Mrs. Lockwood	Present	Mr. Stillman	Present	Mrs. O'Brien	Present
Mrs. Stephenson	Present	Mr. Guarino	Present	Mrs. Van Dyk	Present

SPECIAL ACTION

X. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mrs. O'Brien, to approve the following agenda item #2:

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

WHEREAS, in accordance with the requirements set forth in P.L. 2010, Chapter 122, the West Milford Board of Education has received results of HIB investigative reports on **March 22, 2022**; 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>
2022/M-9	Unsubstantiated
2022/H-6	Substantiated
2022/H-7	Substantiated

BE IT FURTHER RESOLVED, that after a hearing before the Board, the Board has determined to **REJECT** decision in 2022/H-5, as it applies to student #68538.

ROLL CALL FOR ITEM #2:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mrs. Lockwood	Yes	Mrs. Romeo	Yes
Mrs. Stephenson	Yes	Mrs. O'Brien	Yes	Mr. Conklin	Yes
Mr. Guarino	Yes*	Mr. Stillman	Yes	Mrs. Van Dyk	Yes

Mr. Guarino "Abstained" from incident report decision 2022/H-5.

The **MOTION PASSED**.

XV. ADJOURNMENT

Motion by Mr. Guarino, seconded by Mr. Stillman, to adjourn the meeting at 9:14 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary