

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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**BOARD OF EDUCATION
 MINUTES
 STAFF AND STUDENT RECOGNITIONS/SPECIAL ACTION
 JUNE 11, 2019**

DISTRICT GOALS - 2018-2019 SCHOOL YEAR

- *Increase academic performance by continuing to implement and improve Differentiated Instruction for all learners through increased student engagement, timely and targeted intervention, and individual student learning goals.*
- *Implement an action plan for K-12 math based on District Goal #3 for school year 2017-2018.*
- *Increase focus on student health and well-being, and safety and security.*
- *Improve student writing across the curriculum through targeted instruction, professional development, and increased consistency in terms of expectations, oversight, and transparency.*
- *Explore all opportunities for District-wide cost efficiencies in order to maximize funding for District programs.*

Mrs. Lynda Van Dyk, Board President, called to order the Staff and Student Recognitions/Special Action Meeting of the Board of Education at 7:01 p.m., in the West Milford High School Auditorium. Mrs. Van Dyk asked for a moment of silence, led the flag salute, and read the Open Public Meetings Act Statement. Mrs. Van Dyk also reminded everyone in attendance to silence or turn off their cell phones and note the location 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
Mrs. Romeo	Present	Mrs. Dwyer	Present	Mr. Ofshinsky	Present
Mr. Cytowicz	Present	Mr. Guarino	Present	Mrs. O'Brien	Absent
Mr. Drew	Present	Mrs. Fritz	Present	Mrs. Van Dyk	Present

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

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
Joanne Butler, Esq.	Board of Education Attorney	Present

There were approximately 200 members of the public in attendance.

VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

Dr. Anemone thanked the Board members for their hard work and thanked the administrators, current staff, and students as well. He then introduced the 2018-2019 retirees in the Recognitions Program, and continued with the Student Recognitions and achievements.

VII. BOARD SECRETARY'S REPORT - Ms. Barbara Francisco

The following minutes will be presented for anticipated action at the Workshop/Regular Meeting of June 18, 2019:

- May 21, 2019 Workshop/Regular Meeting
- May 21, 2019 Executive Session
- May 23, 2019 Special Meeting
- May 23, 2019 Executive Session

VIII. PRESIDENT'S REPORT - Mrs. Lynda Van Dyk

Mrs. Van Dyk will provide her report at the June 18, 2019 meeting.

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

Members of the public who have requested to speak prior to the meeting will be first with five (5) minutes for each speaker, 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 Public Comment 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 Public Comment.

Motion by Mr. Cytowicz, seconded by Mr. Ofshinsky, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

X. MOTION BY MR. CYTOWICZ, SECONDED BY MRS. FRITZ, TO ADOPT THE AGENDA, AS PRESENTED.

VOICE VOTE: All in Favor. MOTION PASSED.

XII. OPERATIONS & FINANCE - Mr. Raymond Guarino, Chairperson

Motion by Mr. Guarino, seconded by Mr. Cytowicz, to approve the following agenda items #1 through #5:

1. The recommendation of the Superintendent to approve the firm of **ADAMS, GUTIERREZ & LATTIBOUDERE, LLC (AG&L)**, Newark, New Jersey, as General Counsel for the District and legal services for the 2019-2020 school year.
2. The recommendation of the Superintendent to approve the following **PROFESSIONAL APPOINTMENT** for the 2019-2020 school year:

WHEREAS, the State of New Jersey requires business entities to file C. 271 Political Contribution Disclosure forms (PCD) with public agencies for all contracts in excess of \$17,500 pursuant to the Pay-to-Play law (N.J.S.A. 19:44A-20.26); and

WHEREAS, the PCD has been received from the professional listed below at least 10 days prior to award of the contract; and

WHEREAS, the Board has received the auditor's Peer Quality Report and meets the requirements of the quality control standards for an auditing practice established by the American Institute of Certified Public Accounts (AICPA),

NOW THEREFORE, BE IT RESOLVED that the Board appoints the following professional position for the 2019-2020 school year:

Attorney	Adams, Gutierrez & Lattiboudere, LLC
(General Counsel)	Newark, New Jersey

BE IT FURTHER RESOLVED, that the professional be retained at the rate established in their respective contract; and

BE IT FURTHER RESOLVED, that the Board acknowledges the receipt, review and evaluation of the external peer/quality report of the licensed public school accountant authorized to conduct the annual audit; and

BE IT FURTHER RESOLVED, that the Board Secretary/Business Administrator shall evaluate the performance of each professional utilizing input from the appropriate committees.

3. **RESOLVED**, to appoint the law firm of **SCHENCK, PRICE, SMITH & KING, LLP** as special counsel at the fee structure for legal services of \$165/hour for attorneys and \$100/hour for paralegals, until completion of assignments pending as of June 30, 2019.
4. The recommendation of the Superintendent to approve **an amendment to a previously approved motion (May 2019)** to authorize the Business Administrator to enter into an **INTER-LOCAL VEHICLE SALE AGREEMENT with HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION (HCESC)**, Califon, New Jersey, to prepare bid documents and advertise for the sale of two (2) used 2008 54-passenger school buses (#204/#205), one (1) used 2009 54-passenger school bus (#230), two (2) used 2009 16-passenger school buses (#314/#315), one (1) used 2007 16-passenger school bus (#316), one (1) used 2008 16-passenger school bus (#322), **one (1) used 2007, and one (1) used 2010 Dodge Caravan. (Documentation provided electronically.)**

SPECIAL ACTION

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

5. The recommendation of the Superintendent to approve a **COORDINATED TRANSPORTATION AGREEMENT** with **NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES**, Trenton, New Jersey, to transport one (1) West Milford student (ID#70833) to DCF Regional School, Bergen Campus, retroactive from October 1, 2018, through June 30, 2019, at a per diem cost of \$45.00, for the 2018-2019 school year.

ROLL CALL FOR ITEMS #1 THROUGH #5:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Guarino	Yes	Mr. Drew	Yes	Mrs. O'Brien	Absent
Mr. Cytowicz	Yes	Mrs. Dwyer	Yes	Mrs. Fritz	Yes
Mrs. Romeo	Yes	Mr. Ofshinsky	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED**.

SPECIAL ACTION

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Nicole Fritz, 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. Fritz, seconded by Mr. Cytowicz, to approve the following agenda items #1 through #5:

DISCUSSION: Mrs. Van Dyk spoke about item #2 and wished Mr. Pellitteri well in his retirement.

Mr. Guarino spoke about item #5, and thanked the administration for going back to review it for the Board.

1. **RESOLVED**, that the Board of Education hereby accepts Debra Gretina's letter of retirement, with an effective date of September 1, 2019, and further approves the related agreement with Ms. Gretina in accordance with the terms and conditions therein, which the Board President is authorized to execute on behalf of the Board.
2. The recommendation of the Superintendent to accept, with regret, the resignation of **FRANK PELLITTERI**, Custodian, West Milford High School, effective August 1, 2019, for the purpose of retirement.
3. The recommendation of the Superintendent to accept the resignation of **MICHAEL BYRO**, Bus Driver, Transportation, effective June 30, 2019.
4. The recommendation of the Superintendent to approve **LAUREN REMBRANDT**, Special Education Teacher, High School, for attendance at the High School Prom, retroactive from June 6, 2019, at the hourly rate of \$34.00, not to exceed five (5) hours. Account: 11-401-100-110-10-000

NOTE: Per the students IEP

SPECIAL ACTION

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

5. The recommendation of the Superintendent to approve the following **SUMMER SECRETARIAL ASSIGNMENTS** and payments for **JULY and AUGUST 2019**, at the contracted per diem rate per Board of Education/WMESA Agreement - Accounts: 11-000-240-105-10-10-700 (Principal's, Athletic, & Assistant Principal's Offices), 11-000-218-105-10-10-700 (Guidance Office) & 11-000-219-105-10-10-700 (Special Education Services):

<u>Employee</u>	<u>Assignment</u>	<u>Days</u>	<u>Daily Rate</u>
<u>High School</u>			
STEPHANIE MARQUARD	Principal's Office	20	\$286.08
MARYANN LANZO	Principal's Office	9	\$286.08
THERESA MURPHY	Principal's Office	9	\$286.08
DEBORA GABRIELE	Guidance Office	16	\$286.08
PAMELA FENNING	Guidance Office	15	\$286.08
CATHLEEN REDA	Athletic Office	10	\$286.08
<u>Macopin School</u>			
ALFONSINA KULAK	Principal's Office	17	\$286.08
LINDA BEGLEY	Principal's Office	3	\$286.08
LINDA BEGLEY	Assistant Principal's Office	4	\$286.08
ANN HIGGINS	Principal's Office	3	\$286.08
AIMEE VIZZI	Guidance Office	7	\$259.97
<u>Elementary Schools</u>			
COLLEEN LESLIE	Principal's Office/ Aphawa School	5	\$286.08
KIMBERLY CHRISTIE	Principal's Office/ Maple Road School	5	\$286.08
KELLY TENHOEVE	Principal's Office/ Marshall Hill School	5	\$265.13
KAREN GRILL	Principal's Office/ Paradise Knoll School	2.5	\$286.08
DANA DOP	Principal's Office/ Paradise Knoll School	2.5	\$259.97
DIANNA HAGGETT	Principal's Office/ Upper Greenwood Lake School	2	\$286.08
RANDI PLATT	Principal's Office Upper Greenwood Lake School	3	\$259.97
DEBORAH VAN ZILE	Principal's Office/ Westbrook School	3	\$286.08
GLORIA DINAN	Principal's Office/ Westbrook School	2	\$259.97
<u>Special Education Services</u>			
MARILUZ ALONSO	CST - High School	9	\$286.08
TRACEY DEL COLLIANO	CST - High School/Elementary	9	\$286.08
DEBRA VIDULICH	CST - Macopin/Elementary	8	\$286.08
AMY POMEROY	CST - Elementary	10	\$286.08

SPECIAL ACTION

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

ROLL CALL FOR ITEMS #1 THROUGH #5:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Fritz	Yes	Mrs. Dwyer	Yes**	Mr. Ofshinsky	Yes
Mrs. Romeo	Yes*	Mrs. O'Brien	Absent	Mr. Drew	Yes
Mr. Guarino	Yes	Mr. Cytowicz	Yes	Mrs. Van Dyk	Yes*

*Mrs. Romeo and Mrs. Van Dyk "Abstained" to item #5.

**Mrs. Dwyer voted "No" to item #5.

The MOTION PASSED.

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

Members of the public who have requested to speak prior to the meeting will be first with five (5) minutes for each speaker, 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 give their full name, spell their last name, and provide their address. Speakers may not use the names of students during Public Comment.

Motion by Mr. Ofshinsky, seconded by Mr. Guarino, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

XV. EXECUTIVE SESSION

At 8:13 p.m., Mr. Cytowicz made a motion, seconded by Mr. Guarino, 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.

VOICE VOTE: All in Favor. MOTION PASSED.

The Board returned to the public meeting at 9:06 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mrs. Romeo	Present	Mrs. Dwyer	Present	Mr. Ofshinsky	Present
Mr. Cytowicz	Present	Mr. Guarino	Present	Mrs. O'Brien	Absent
Mr. Drew	Present	Mrs. Fritz	Present	Mrs. Van Dyk	Present

SPECIAL ACTION

XI. EDUCATION - Mrs. Teresa Dwyer, Chairperson

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

1. 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 **June 11, 2019**; 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 investigations:

<u>Incident Report Number</u>	<u>Board Determination</u>
2019/H-11	Substantiated
2019/H-12	Substantiated
2019/H-13	Unsubstantiated
2019/H-14	Substantiated
2019/H-15	Unsubstantiated
2019/H-16	Substantiated
2019/H-17	Substantiated
2019/E-11	Unsubstantiated
2019/E-12	Unsubstantiated

ROLL CALL FOR ITEM #1:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mrs. Fritz	Yes	Mrs. Romeo	Yes
Mr. Ofshinsky	Yes	Mrs. O'Brien	Absent	Mr. Drew	Yes
Mr. Guarino	Yes	Mr. Cytowicz	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

XVI. EXECUTIVE SESSION

At 9:07 p.m., Mr. Cytowicz made a motion, seconded by Mr. Ofshinsky, to go into Executive Session for the purpose of discussing the Superintendent Evaluation and to adjourn the meeting from Executive Session, as no 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.

Respectfully submitted,

**Barbara Francisco
Board Secretary**