

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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**BOARD OF EDUCATION
 MINUTES
 WORKSHOP/BUDGET/SPECIAL ACTION MEETING
 JANUARY 15, 2013**

Mr. David Richards, Board President, called to order the Workshop/Regular Meeting of the Board of Education on January 15, 2013, at 7:30 p.m. The meeting was held in the Westbrook School Media Center. He led the flag salute, read the Open Public Meetings Act Statement and asked for a moment of silence in honor of the service men and women from West Milford who are stationed around the world, especially those who have lost their lives defending our freedom and the American way of life. Mr. Richards reminded everyone in attendance to silence or turn off their cell phones and note the locations of the emergency exits. The Board reserved the right to act on any and all agenda items.

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, Aim West Milford, the Messenger, West Milford Town Hall, the County Superintendent's Office, the Board Attorney, and Cablevision of Warwick; and posted in the Administration Building with a copy in the district's monitoring files. 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. Babbitt	Present	Mr. Foody	Absent	Mr. Richards	Present
Mr. Bailey	Absent	Mr. Gottlieb	Present	Mrs. Richards	Absent
Mr. Conlon	Present/Arr. 7:50 p.m.	Mrs. Koeppe	Present	Mrs. Schultz	Present

ADMINISTRATION	POSITION	ATTENDANCE
Dr. James V. McLaughlin	Superintendent of Schools	Present
Ms. Barbara Francisco	Board Secretary/Business Administrator	Present
Ms. Iris Wechling	Director of Education	Present
Mrs. Alice Steinheimer	Director of Special Services	Present
Joseph L. Roselle, Esq.	Board of Education Attorney	Present
Katie Schiller	Student Representative	Absent

There were approximately 10 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

Motion by Mr. Conlon, seconded by Mr. Gottlieb, to approve the following Resolution:

RESOLVED, that the Board go into Executive Session at approximately 8:20 p.m., for approximately 30 minutes, for the purpose of discussing personnel, contracts/negotiations and student matters.

The executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.

VOICE VOTE:

All in Favor.

MOTION PASSED.

VII. SUPERINTENDENT'S REPORT - Dr. James V. McLaughlin

Dr. McLaughlin provided an update on school safety. He also gave an overview of Jesse's Journey.

He noted that the Taste of the Highlands fundraiser is scheduled for April 11, and spoke of the school bus advertising.

Alumni Day was well attended.

Dr. McLaughlin recognized three teachers for receiving competitive grant awards.

Jennifer Cenatiempo, Principal, Paradise Knoll School, provided information on the school's action plan. She will address some of the changes made at the next meeting.

Dr. McLaughlin reported that January is Board Recognition month.

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

- Ms. Francisco provided an update on the budget process and date changes. She reminded the Board of the special meeting scheduled to address board certification.
- The following meeting minutes were presented for anticipated action at the Regular Board of Education meeting scheduled for January 22, 2013:
 - Workshop/Regular Meeting of December 3, 2012
 - Executive Session of December 3, 2012
 - Workshop/Regular Meeting of December 18, 2013
 - Executive Session of December 18, 2013

IX. PRESIDENT'S REPORT - Mr. David Richards

Mr. Richards provided an update on forming a joint committee with the Mayor and Township Council, and is waiting for a response from them.

X. MOTION BY MR. CONLON, SECONDED BY MRS. SCHULTZ, TO ADOPT THE AGENDA, AS AMENDED.

VOICE VOTE: All in Favor. MOTION PASSED.

XI. PETITIONS & REQUESTS

Petitioners who have requested to speak prior to the meeting will be first with five (5) minutes for each petitioner, for a period of thirty (30) minutes; and then time permitting, other petitions and requests limited to five (5) minutes per petitioner will be allowed, until the thirty (30) minute period transpires. Petitioners speaking during Petitions & Requests are asked to address topics listed in the agenda. All speakers are asked to give their full name, spell their last name, and provide their address. Speakers may not use the names of students during Petitions and Requests.

Motion by Mr. Conlon, seconded by Mrs. Schultz, to close Petitions and Requests.

VOICE VOTE: All in Favor. MOTION PASSED.

SPECIAL ACTION

XII. EDUCATION - Mrs. Marilyn Schultz, Chairperson

Motion by Mrs. Schultz, seconded by Mr. Gottlieb, to approve the following agenda item:

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 **January 15, 2013**; 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>
2013/M-11	Unsubstantiated
2013/M-12	Substantiated
2013/M-13	Unsubstantiated
2013/M-14	Unsubstantiated
2013/E-13	Unsubstantiated
2013/E-14	Unsubstantiated
2013/E-15	Unsubstantiated
2013/E-16	Unsubstantiated

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Absent	Mr. Richards	Yes
Mr. Bailey	Absent	Mr. Gottlieb	Yes	Mrs. Richards	Absent
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

SPECIAL ACTION

XIII. PERSONNEL/STUDENT AFFAIRS - Mr. Wayne Gottlieb, Chairperson

Please Note: All appointees recommended for employment have met the New Jersey State law requirements for the criminal history review. However, due to the time necessary to complete the process prior to the needed start date, some appointees are recommended on an emergent basis under the exception provision of the Board Policy (Code 4112.5). Those appointees are indicated with an asterisk (*). Candidates with (**) have completed the criminal history review through a previous employer.

Motion by Mr. Gottlieb, seconded by Mr. Conlon, to approve the following agenda items:

1. The recommendation of the Superintendent to approve the appointment of, **LAURA TALLIA**, Administrative Assistant, Buildings and Grounds (PC#70.17.S1.AXP), at the prorated salary of \$48,000.00, with health benefits, effective February 1, 2013, through June 30, 2013, per Board of Education/Unaffiliated Board Office Unit. (Replaces Calcagno) Account: 11-000-262-110-10-000
2. The recommendation of the Superintendent to approve **LAURA TALLIA**, as an addition to the non-certified personnel list of **SUBSTITUTE SECRETARIES** for the 2012-2013 school year, effective January 16, 2013, through June 30, 2013.
3. The recommendation of the Board of Education to authorize the payment of **CERTIFIED/NON-CERTIFIED STAFF and SUBSTITUTES** as Door Attendants, at the hourly rate of \$10.00, for the 2012-2013 school year. Account: 11-000-240-105-10-10-103
4. The recommendation of the Superintendent to approve **a revision to a previously adopted resolution (December 2012)**, for the following **EMPLOYEE RETIREMENT/SICK DAY PAYMENT**, for payment January 15, 2013, in accordance with the provisions of the Board of Education negotiated agreement - Account: 11-000-291-290-10-13-000:

Employee Agreement

<u>WMEA Agreement</u>	<u>Days</u>	<u>Unit Rate</u>	<u>Payment</u>
BONNIE ROGERS	Capped	\$125.00	\$16,250.00

5. The recommendation of the Superintendent to approve a leave of absence, for **JENNIFER CASPERSON**, Grade 3 Teacher, Westbrook School, without pay, effective January 21, 2013, through April 19, 2013.
6. The recommendation of the Superintendent to approve the appointment of **MICHELE BRIJBAG**, Long Term Substitute Grade 3 Teacher, Westbrook School (PC#99.07.00.ABP), at the salary of \$150.00 per day, without benefits, effective January 21, 2013, through April 19, 2013. (Replaces Casperson) Account: 11-120-100-101-10-10-103

SPECIAL ACTION

XIII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Absent	Mr. Richards	Yes
Mr. Bailey	Absent	Mr. Gottlieb	Yes	Mrs. Richards	Absent
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

SPECIAL ACTION

XIV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Gregory Bailey, Chairperson

Motion by Mr. Conlon, seconded by Mrs. Schultz, to approve the following agenda item:

1. The recommendation of the Superintendent to approve the **SPECIFIC - CORRECTIVE ACTION PLAN** prepared by the Business Administrator in response to the 2011-2012 Comprehensive Annual Financial Report as follows:

#	Conditions that caused the repeat recommendation(s)	Corrective actions taken or to be taken and the dates or projected dates of such actions	Administrator directly responsible for implementing actions and controls	Internal controls put in place or to be put in place to prevent another repeat of the recommendation and the dates or projected dates of implementation of such controls
2	Salary & Benefits expense	Personnel change will reduce expenses (9/2012)	Community School Director	Clerical assistant is now a part-time employee. (9/2012)
3	Student information gathered by data personnel from SIS (Student Information System)	New SIS implemented for 2012-2013 (9/2012)	Systems Operations Manager, Director of Special Services, Business Administrator	Special Education is no longer a separate SIS and is integrated. Free and Reduced counts are integrated into the student records with approval dates. (9/2012)

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	Absent	Mr. Richards	Yes
Mr. Bailey	Absent	Mr. Gottlieb	Yes	Mrs. Richards	Absent
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

WORKSHOP/DISCUSSION

XV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Gregory Bailey, Chairperson

The following agenda items were presented for anticipated approval at the January 22, 2013, meeting:

1. The recommendation of the Superintendent to approve the cancellation of a **PARENTAL TRANSPORTATION CONTRACT**, which transported one (1) West Milford student (ID#68662) to **MAPLE ROAD SCHOOL**, West Milford, New Jersey, retroactive from January 1, 2013.
2. The recommendation of the Superintendent to approve **STUDIO042 OF MONTCLAIR**, Montclair, New Jersey, for the printing of Emergency Management flipcharts in an amount not to exceed \$4,100.00.
3. The recommendation of the Superintendent to accept the following renewal rates with Horizon Blue Cross/Blue Shield of New Jersey for **HEALTH INSURANCE SERVICES**, effective February 1, 2013:

Traditional/PPO - Family (\$300/\$600)	\$
Traditional/PPO - 2 Adults (\$300/\$600)	\$
Traditional/PPO - P/C (\$300/\$600)	\$
Traditional/PPO - Single (\$300/\$600)	\$
Traditional/PPO - Family (\$200/\$400)	\$
Traditional/PPO - 2 Adults (\$200/\$400)	\$
Traditional/PPO - P/C (\$200/\$400)	\$
Traditional/PPO - Single (\$200/\$400)	\$
Direct Access - Family (\$15.00 co-pay)	\$
Direct Access - 2 Adults (\$15.00 co-pay)	\$
Direct Access - P/C (\$15.00 co-pay)	\$
Direct Access - Single (\$15.00 co-pay)	\$
Direct Access - Family (\$5.00 co-pay)	\$
Direct Access - 2 Adults (\$5.00 co-pay)	\$
Direct Access - P/C (\$5.00 co-pay)	\$
Direct Access - Single (\$5.00 co-pay)	\$

4. The recommendation of the Superintendent to accept the **DONATION** of a video projector with accessories for the High School Auditorium, valued at \$3,911.50, from the West Milford High School PTSO.
5. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Business Office Staff at the mileage rate established by the Board. (Documentation provided electronically.)
6. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **January 22, 2013**, in the amount of \$ **TBD** . (Documentation provided electronically.)
7. The recommendation of the Superintendent to approve the **PAYROLL** of **December 21, 2012**, and **January 15, 2013**, in the amount of \$ **TBD** . (Documentation provided electronically.)

WORKSHOP/DISCUSSION

XV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

8. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **January 22, 2013**:

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 **2012-2013** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$ **TBD** .

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

WHEREAS, the Agenda file of **January 22, 2013**, 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:

\$8,858,274.59 as of November 30, 2012; therefore

BE IT RESOLVED, that the Report of the Secretary and the Report of the Treasurer's Monthly Report be accepted. (Documentation provided electronically.)

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

RESOLVED, that the Board certify as of November 30, 2012, 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.

11. The recommendation of the Superintendent to approve the following resolution for **SCHOOL BUS ADVERTISING**:

WHEREAS, Pursuant to N.J.S.A. 18A:39-31, New Jersey school districts may contract for the sale of advertising space on district school buses; and

WHEREAS, prior to entering into any such contract for advertising, school districts must bid, or request proposals, for the sale of school bus advertising space pursuant to the Public School Contracts Law; and

WHEREAS, in or about September of 2012, the Middlesex Regional Educational Services Commission (MRESC) advertised a request for proposals (RFP) for the sale of school bus advertising space on behalf of its member school districts; and

WHEREAS, in response to said RFP, Advantage3, Inc. submitted a proposal which was accepted by the MRESC as most advantageous to its member districts; and

WORKSHOP/DISCUSSION

XV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

11. (Continued)

WHEREAS, pursuant to Advantage3's proposal, school districts who sell advertising space on its school buses will receive a percentage of all revenue generated by such sales; and

WHEREAS, as a member district of MRESC, the West Milford Board of Education may participate in and accept the terms of Advantage3's proposal without separate advertising;

NOW, THEREFORE, BE IT RESOLVED, that the West Milford Board of Education hereby approves and accepts the terms of Advantage3, Inc.'s proposal submitted in response to MRESC's request for proposals for the sale of school bus advertising; and be it

FURTHER RESOLVED, that the district's acceptance of Advantage3's proposal is subject to a mutually developed agreement between the Board of Education and Advantage3, Inc., subject to review by the Board Attorney; and be it

FURTHER RESOLVED, that upon the development of such agreement, the Business Administrator is authorized to sign the agreement on behalf of the Board; and be it

FURTHER RESOLVED, that the terms of the proposal submitted by Advantage3, Inc. be maintained on file in the office of the Business Administrator.

XVI. EDUCATION - Mrs. Marilyn Schultz, Chairperson

The following agenda items were presented for anticipated approval at the January 22, 2013, meeting:

1. The recommendation of the Superintendent to accept the funds for the **2012-2013 OPTIMUM LIGHTPATH EDUCATIONAL GRANT** for the Macopin School in the amount of \$10,000.00 for the 2012-2013 school year.
2. The recommendation of the Superintendent to accept the funds for the **2012-2013 WALMART LOCAL GIVING PROGRAM GRANT** for Westbrook School in the amount of \$4,336.00 for the 2012-2013 school year.
3. The recommendation of the Superintendent to approve the following **CHANGES TO THE SECONDARY PROGRAMS** for the 2013-2014 school year:

HIGH SCHOOL

NAME OF COURSE

TYPE OF CHANGE

Art

Computer Design 1	Name Change from Computer Design
Computer Design 2	New Adoption
AP Studio Sculpture	New Adoption

WORKSHOP/DISCUSSION

XVI. EDUCATION - Mrs. Schultz, Chairperson - Continued

3. (Continued)

Family and Consumer Science

Food, Nutrition and You	New Adoption
Photography 1 (semester)	Name Change from Beginner Photography
Photography 2 (semester)	Name Change from Advanced Photography
Advanced Photography (full year)	Name Change from Photo Journalism

Music

Jazz Lab/Lunch	New Adoption
Theater Arts	New Adoption

Special Education

Community Based Instruction	Addition of two related courses: Career Awareness and Community Living (CBI) 1 Career Awareness and Community Living (CBI) 2
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4. The recommendation of the Superintendent to approve the addition of the **Long Beach Island School District** to the list of **FIELD TRIP DESTINATIONS** previously approved by the Board (May 15, 2012).
5. The recommendation of the Superintendent to approve the **SPECIAL EDUCATION EXTENDED SCHOOL YEAR PROGRAM** for **SUMMER 2013** to be held July 1, 2013, to August 2, 2013, 8:30-11:30 a.m., per the students' IEPs.

NOTE: One MD class will be held for a six week session. Transportation will be provided for all programs.

6. The recommendation of the Superintendent to approve the creation of two half-day sessions of **INCLUSION PRESCHOOL** for the 2013-2014 school year.

NOTE: Tuition for general education students will be \$2,750.00 for the 10-month school year.

7. The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACTS** for the 2012-2013 school year (tuition pro-rated):

<u>Student ID</u>	<u>Tuition</u>	<u>Placement</u>
60336	\$52,200.00	Lakeland Andover School Lafayette, New Jersey
70112	\$45,765.00; plus \$28,800.00 for 1:1 aide per IEP	New Beginnings Annex Maple Road School West Milford, New Jersey

NOTE: This placement is retroactive from November 28, 2012.

NOTE: This placement is retroactive from January 2, 2013.

WORKSHOP/DISCUSSION

XVI. EDUCATION - Mrs. Schultz, Chairperson - Continued

7. (Continued)

<u>Student ID</u>	<u>Tuition</u>	<u>Placement</u>
70107	\$45,765.00; plus \$28,800.00 for 1:1 aide per IEP	New Beginnings Annex Maple Road School West Milford, New Jersey

NOTE: This placement is retroactive from January 14, 2013.

- 8. The recommendation of the Superintendent to approve the **CANCELLATION OF A SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** with Shepard School, Kinnelon, New Jersey, student (ID #67346), retroactive from January 15, 2013, due to termination by provider.
- 9. 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.)

XVII. PERSONNEL/STUDENT AFFAIRS - Mr. Wayne Gottlieb, Chairperson

The following agenda items were presented for anticipated approval at the January 22, 2013, meeting:

- 1. The recommendation of the Superintendent to accept the resignation, with regret, of **SALLY BURNS**, Grade 1 Teacher, Paradise Knoll School, effective June 30, 2013, for the purpose of retirement.
- 2. The recommendation of the Superintendent to accept the resignation of **LAURA TALLIA**, Bus Driver, Transportation, effective January 31, 2013.
- 3. The recommendation of the Superintendent to approve the appointment of, **DANIEL WILLEVER**, Social Studies Teacher, High School (PC#90.09.30.AID), at the prorated salary of \$47,000.00 (BA/1), with health benefits, retroactive from January 2, 2013, through June 30, 2013, per Board of Education/WMEA Agreement. (Replaces Liapes) Account: 11-140-100-101-10-10-000

NOTE: Salary may be adjusted pending the completion of contract negotiations.

- 4. The recommendation of the Superintendent to approve the appointment of **TBD**, Part-Time Special Education Teacher, Maple Road School (PC#90.03.35.BTO), at the prorated salary of **TBD**, without health benefits, effective February 1, 2013, through June 30, 2013, per Board of Education/WMEA Agreement. (New Position) Account: 11-212-100-101-10-10-000

NOTE: Pending County approval of dual room use. Salary may be adjusted pending the completion of contract negotiations.

WORKSHOP/DISCUSSION

XVII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued

5. The recommendation of the Superintendent to approve the appointment of, **TRACI DODD (*)**, Cafeteria Aide, Westbrook School (PC#30.07.F4.BAM), at the prorated salary of \$4,299.00 (Step 1), without health benefits, effective January 23, 2013, through June 30, 2013, per Board of Education/WMCAA Agreement. (Replaces Lynch) Account: 11-000-262-107-10-10-000
6. The recommendation of the Superintendent to approve the appointment of **CHERI GOLUB and LISA GIURICEO**, Consultants to the District's Food Allergy and Cafeteria Protocol Committee, at a rate not to exceed \$1,000.00, retroactive from January 14, 2013. Account: 11-000-216-320-10-16-000

NOTE: Lisa Giuriceo is currently the leader of the Food Allergy and Asthma Support Group of North Jersey.

7. The recommendation of the Superintendent to approve the appointment of **IRIS WECHLING**, Anti-Bullying Specialist, retroactive from September 1, 2012, through June 30, 2013, at no cost to the district.
8. The recommendation of the Superintendent to approve a **revision to a previously approved resolution (December 2012)**, to the appointment of **BLAKE VISCONTI (**)**, Resource Center Teacher, Upper Greenwood Lake School (PC#90.06.40.ASY), at the prorated salary of \$49,000.00 (**BA+30/1**), with health benefits, effective January 2, 2013, through June 30, 2013, per Board of Education/WMEA Agreement. (Replaces Schofield) Account: 11-213-100-101-10-10-000

NOTE: Salary may be adjusted pending the completion of contract negotiations.

9. The recommendation of the Superintendent to approve **an amendment to a previously adopted resolution (December 2012)**, to approve the appointment of **DARNISS FUCCI**, School Bus/Van Driver, Transportation (PC#25.18.T1.BEC), at the prorated salary of \$17,348.40, without health benefits, **retroactive from January 2, 2013**, through June 30, 2013, per Board of Education/WMBDA Agreement. (Replaces Weller) Account: 11-000-270-160-10-10-100

NOTE: Salary may be adjusted pending the completion of contract negotiations.

10. The recommendation of the Superintendent to approve the appointment of **KRISTA ZWEIL**, School Bus/Van Driver, Transportation (PC#25.18.T1.BDY), at the prorated salary of \$19,516.95, without health benefits, retroactive from January 2, 2013, through June 30, 2013, per Board of Education/WMBDA Agreement. (Replaces Dotson) Account: 11-000-270-160-10-10-100

NOTE: Salary may be adjusted pending the completion of contract negotiations.

11. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/ COACHES/NURSES/SPECIAL PROJECTS** for the 2012-2013 school year, effective January 23, 2013, through June 30, 2013.

NOTE: The names will be added prior to the Regular Meeting.

WORKSHOP/DISCUSSION

XVII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued

12. The recommendation of the Superintendent to approve the following additions to the non-certified personnel list of **SUBSTITUTE SECRETARIES/BUILDING AIDES/CAFETERIA AIDES/SPECIAL CLASS AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS** for the 2012-2013 school year, effective January 23, 2013, through June 30, 2013.

NOTE: The names will be added prior to the Regular Meeting.

13. The recommendation of the Superintendent to approve the appointment of **HEATHER BURNS**, Choreographer, High School Student Activity Assignment, at a stipend of \$2,920.00, for the 2012-2013 school year, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000

NOTE: Stipend may be adjusted pending the completion of contract negotiations. Stipend paid through the proceeds of the play.

14. The recommendation of the Superintendent to approve the following **VOLUNTEERS**, to the **HIGH SCHOOL STUDENT ACTIVITY PROGRAMS** for the 2012-2013 school year, at no cost to the district:

<u>Volunteer</u>	<u>Assignment</u>
SEAN BEGLEY	Athletic Program
JEFFREY BROWN	Music Program
CONNOR HEALY*	Athletic Program

*Pending fingerprint clearance

15. The recommendation of the Superintendent to approve the following **EMPLOYEE RETIREMENT/SICK DAY PAYMENTS**, for payment February 15, 2013, 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>			
ROBIN BARRON	72	\$125.00	\$ 9,000.00
PETER LIAPES	26.5	\$125.00	\$ 3,312.59
CHARLOTTE PETERSON	130	\$125.00	\$16,250.00
BARBARA SCHOFIELD	130	\$125.00	\$16,250.00
<u>WMBDA Agreement</u>			
MAUREEN DOTSON		Capped	\$ 3,300.00
DEBRA WELLER	35	\$35.00	\$ 1,242.50

16. The recommendation of the Superintendent to approve a grant incentive payment in the amount of \$500.00 for the Wal-Mart Local Giving Program Grant for **MARYANNE FERRAIOLI**, Speech-Language Specialist, Westbrook School, for the 2012-2013 school year. Account: 11-000-221-102-10-10-143

NOTE: This payment is part of the Board of Education grant writing incentive.

WORKSHOP/DISCUSSION

XVII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued

17. The recommendation of the Superintendent to approve a grant incentive payment in the amount of \$500.00 for the Optimum Lightpath Educational Grant for **KATHLEEN DOHERTY-HEWINS**, Mathematics Teacher, Macopin School, for the 2012-2013 school year. Account: 11-000-221-102-10-10-143

NOTE: This payment is part of the Board of Education grant writing incentive.

18. The recommendation of the Superintendent to approve a grant incentive payment in the amount of \$500.00 for the Optimum Lightpath Educational Grant for **SUSAN CONNOLLY**, Resource Center Teacher, Macopin School, for the 2012-2013 school year. Account: 11-000-221-102-10-10-143

NOTE: This payment is part of the Board of Education grant writing incentive.

19. The recommendation of the Superintendent to approve the following teachers for the **SUMMER READING LITERACY PROGRAM**, at the contracted hourly rate of \$28.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-00X NCLB Title I:

<u>Teacher</u>	<u>Hours</u>	<u>Payment</u>
KAREN McCOURT	78	\$2,184.00
JACLYN BECKER	78	\$2,184.00
RICHARD ANDERSON	78	\$2,184.00
CHRISTINA RODEK	78	\$2,184.00
LAUREN MASLANEK	78	\$2,184.00
STEPHANIE NEBIKER	78	\$2,184.00
GEORGEAN COLEMAN	78	\$2,184.00
KATHLEEN MENDES	78	\$2,184.00
ERIN GABRIELE	78	\$2,184.00

NOTE: Hourly rate may be adjusted pending the completion of negotiations. Funded through NCLB Title I budget.

20. The recommendation of the Superintendent to approve the following **MENTOR TEACHER PAYMENTS** for the 2012-2013 school year:

<u>Provisional Teacher</u>	<u>Mentor Payment</u>	<u>Mentor Teacher</u>
NATALE BUONGIORNO	\$152.77	Nicole Gwinnett
MELISSA FREITAS	\$244.45	Melissa Cook

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

WORKSHOP/DISCUSSION

XVII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued

21. The recommendation of the Superintendent to approve the following **NURSING/ATC CERTIFIED and CLERICAL SERVICES** for the 2012-2013 school year for **STUDENT ACTIVITY ATHLETIC SPRING PHYSICALS**, per Board of Education/WMEA Agreement - Account: 11-402-100-104-10-10-000:

<u>Employee</u>	<u>Position</u>	<u>Hours</u>	<u>Rate Per Hour</u>
BARBARA CORBETT	Nurse/ATC Certified	4	\$33.00
PAMELA FENNING	Clerical	4	\$21.28

Substitutes

LISA KNATZ	Nurse
ANN HIGGINS	Clerical

NOTE: Hourly rate may be adjusted pending the completion of contract negotiations.

22. The recommendation of the Superintendent to approve the following **TITLE I SCHOOL PARENT INVOLVEMENT EVENT AND STAFF** for the 2012-2013 school year at the contracted hourly rate of \$28.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-000:

<u>Employee</u>	<u>School</u>	<u>Program</u>	<u>Hours</u>	<u>Payment</u>
TRICIA KANE	Maple Road	Family Math	3	\$84.00
JUSTIN RUNNE	Maple Road	Family Math	3	\$84.00
TINA PEREIRA	Maple Road	Family Math	3	\$84.00
DANIELLE PEARCE	Maple Road	Family Math	3	\$84.00
ANN DARLING	Maple Road	Family Math	3	\$84.00
RUTH O'BRIEN	Maple Road	Family Math	3	\$84.00
TBD	Maple Road	Family Math	3	\$84.00

NOTE: Hourly rate may be adjusted pending the completion of contract negotiations. Funded through NCLB Title I budget.

23. The recommendation of the Superintendent to approve the appointment of **JENNIFER HARRIS**, Drama Club Advisor, **UPPER GREENWOOD LAKE SCHOOL AFTER SCHOOL CLUB**, for the 2012-2013 school year, at the hourly rate of \$28.00, for one (1) hour a week for eight (8) weeks, at no cost to the district.

NOTE: Advisor payment funded through parent tuition.

24. The recommendation of the Superintendent to approve the following **MACOPIN SCHOOL STUDENT ACTIVITY AFTER SCHOOL CLUBS and FEES** for the 2012-2013 school year - Account: 52-990-320-101-10-10-402:

<u>Club</u>	<u>Fee</u>
BRASS ENSEMBLE	\$50.00
PERCUSSION ENSEMBLE	\$50.00

WORKSHOP/DISCUSSION

XVII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued

25. The recommendation of the Superintendent to approve the appointment of **MATTHEW PACCIONE**, Brass and Percussion Advisor, Macopin School, at the hourly rate of \$28.00, not to exceed a total of 30 hours for both clubs, for the 2012-2013 school year, per Board of Education/WMEA Agreement - Account: 52-990-320-101-10-10-402

NOTE: Hourly rate may be adjusted pending completion of contract negotiations.

26. The recommendation of the Superintendent to approve the following staff members and stipends, for the **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENT, DISTRICT ARTS FESTIVAL**, for the 2012-2013 school year - Account: 11-401-100-110-10-10-000:

<u>Staff Member</u>	<u>Assignment</u>	<u>Stipend (not to exceed)</u>
<u>High School</u>		
STEPHEN BEATTIE	Art/Industrial Art Teacher	\$ 80.00
JOHN CAILLIE	Art/Industrial Art Teacher	\$ 80.00
CATHLEEN COSGROVE	Art/Industrial Art Teacher	\$ 80.00
GREGORY DRENNAN	Art/Industrial Art Teacher	\$ 80.00
ALLAN EFRUS	Art/Industrial Art Teacher	\$ 80.00
CYNTHIA GALLAUGHER	Art/Industrial Art Teacher	\$ 80.00
STEPHEN MILLER	Art/Industrial Art Teacher	\$ 80.00
JENNIFER MONEGO	Art/Industrial Art Teacher	\$ 80.00
PETER SHAVER	Art/Industrial Art Teacher	\$ 80.00
LEONARD VAN WINGERDEN	Art/Industrial Art Teacher	\$ 80.00
ROBERT WIEDMAN	Art/Industrial Art Teacher	\$ 80.00
<u>Grades K-6</u>		
CHELSEA PIRES	Art Teacher	\$105.00
COLLEEN MINICK	Art Teacher	\$105.00
CHRISTINE CALABRESE	Art Teacher	\$105.00
KRISTEN CALLAHAN	Music Teacher	\$275.00
SUSAN KACZOR	Music Teacher	\$275.00
CHRISTINE PATERNO	Music Teacher	\$550.00
RICHARD HEGNER	Music Teacher	\$275.00
COURTNEY MATTIE	Music Teacher	\$550.00
DARLA VAN SICKLE	Music Teacher	\$275.00
<u>Grades 7-12</u>		
MATTHEW GRAMATA	Music Teacher	\$275.00
DOUGLAS HEYBURN	Music Teacher	\$275.00
SUSAN KACZOR	Music Teacher	\$275.00
BRIAN McLAUGHLIN	Music Teacher	\$275.00
ERICA McPARTLAND	Music Teacher	\$275.00
MATTHEW PACCIONE	Music Teacher	\$275.00
JANICE SIVERTSEN	Music Teacher	\$275.00

WORKSHOP/DISCUSSION

XVII. PERSONNEL/STUDENT AFFAIRS - Mr. Gottlieb, Chairperson - Continued

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

CAFETERIA AIDE (Revised)

ADMINISTRATIVE ASSISTANT - BUILDINGS & GROUNDS (Revised)

DISCUSSION: The Board members commented on the total cost of stipends to the district.

XVIII. POLICY - Mr. Matthew Conlon, Chairperson

The following agenda items were presented for anticipated approval at the January 22, 2013, meeting:

1. The recommendation of the Superintendent to approve the First Reading of the revised **POLICY** entitled, "No Child Left Behind Programs." (Code #2415) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the First Reading of the revised **POLICY** entitled, "Inappropriate Staff Conduct (Teaching Staff Members)." (Code #3281) (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the First Reading of the revised **POLICY** entitled, "Inappropriate Staff Conduct (Support Staff Members)." (Code #4281) (Documentation provided electronically.)
4. The recommendation of the Superintendent to approve the First Reading of a **POLICY** entitled, "Advertising on School Property." (Code #6163) (Documentation provided electronically.)

XIX. OLD BUSINESS

Mr. Gottlieb would like the cable television station added to the conversation with the Township Council.

Motion by Mr. Conlon, seconded by Mrs. Schultz, to close Old Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XX. NEW BUSINESS

Mr. Gottlieb asked whether Mr. Gilmartin's resignation was public knowledge and whether he will be replaced by the Governor.

Dr. McLaughlin responded.

Motion by Mr. Conlon, seconded by Mrs. Schultz, to close New Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XXI. PETITIONS & REQUESTS

Petitioners who have requested to speak prior to the meeting will be first with five (5) minutes for each petitioner, for a period of thirty (30) minutes; and then time permitting, other petitions and requests limited to five (5) minutes per petitioner will be allowed, until the thirty (30) minute period transpires. All speakers are asked to give their full name, spell their last name, and provide their address. Speakers may not use the names of students during Petitions and Requests.

Motion by Mr. Conlon, seconded by Mr. Gottlieb, to close Petitions and Requests.

VOICE VOTE: All in Favor. MOTION PASSED.

XXII. ADJOURNMENT

Motion by Mr. Gottlieb, seconded by Mrs. Schultz, to adjourn the meeting at 10:05 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Business Administrator/Board Secretary

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