

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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**BOARD OF EDUCATION
 MINUTES
 REGULAR MEETING
 JANUARY 22, 2013**

Mr. David Richards, Board President, called to order the Workshop/Regular Meeting of the Board of Education on January 22, 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	Present/Arr. 7:39 p.m.	Mr. Richards	Present
Mr. Bailey	Absent	Mr. Gottlieb	Present	Mrs. Richards	Present
Mr. Conlon	Present	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	Present

There were approximately 25 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

Motion by Mr. Gottlieb, seconded by Mrs. Schultz, to approve the following Resolution, as amended:

RESOLVED, that the Board go into Executive Session at approximately 9:00 p.m., for approximately 60 minutes, for the purpose of discussing personnel, WMAAS contract negotiations, student matters, and contracts.

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 thanked the members of the Board for their service to the West Milford Public Schools and recognized them during School Board Recognition Month.

He reported on yesterday's professional day in which two important areas were emphasized – school safety and the new teacher evaluation process. Teachers, custodians, bus drivers, secretaries and administrators attended training on crisis response provided by our security consultants, Stone Gate Associates.

- Katie Schiller, Student Representative, reported on the assembly that was held at the High School called Jesse's Journey. The program was about poor choices and the lasting effects on an entire family as a result of experimenting with drugs and alcohol.

She also spoke about fundraisers, Alumni Day, a conference at Columbia University attended by our Model UN students, and the 8th grade parent/student night. This Friday, the Student Council is scheduled to meet with the Superintendent; and Saturday, a stress relief event will be held at the Teen Coffee House.

- Paul Gorski, Principal, High School, and Bill Kane, Principal, Maple Road School, provided examples of their schools' joint Action Plans called, *Swimming Upstream*. They also spoke of other collaborative programs between the students and teachers in the district.
- Dr. McLaughlin spoke about Patty Maglio and Jennifer Mross and their recognition in *Think* teacher magazine.
- Dr. McLaughlin recognized Dr. Joan Oberer for her years of service to the school district. Her retirement is due to be accepted at tonight's meeting. Dr. Oberer has served the district of West Milford for 40 continuous years in several capacities, most notably principal of Marshall Hill School and most recently, Westbrook School. He thanked Dr. Oberer for her dedication and loyalty to the students of West Milford.

XII. EDUCATION - Mrs. Marilyn Schultz, Chairperson

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

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

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 following **CURRICULUM ADOPTIONS** for the 2012-2013 school year:

HIGH SCHOOL

Business

Fashion Marketing
Hospitality and Tourism
Sports and Entertainment Marketing

XII. EDUCATION - Mrs. Schultz, Chairperson - Continued

- 5. 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).
- (6.) The recommendation of the Superintendent to approve **an amendment to a previously approved motion, October 22, 2012**, for the following **HIGH SCHOOL FIELD TRIP** for the 2012-2013 school year:

DECA STATE CONFERENCE

Purpose of Trip: State DECA Conference

Location: Cherry Hill, New Jersey
 Dates of Trip: February 24-26, 2013
 Number of Students: 40
 Cost of Trip to Students: \$200.00
 Name of Advisor: JoAnn Blom
 Number of School Days Missed: 2
 Number of Chaperones: JoAnn Blom, Mrs. Card, Mrs. Callahan
 Nurse: TBD

NOTE: All transportation, lodging, meals, chaperone, advisor and student fees are included in the total cost of the trip. There is no additional cost to the Board other than the overnight salary rate for the accompanying nurse, as well as substitute nurse coverage, if necessary.

- 7. 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.

- 8. 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.

- 9. 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
NOTE: This placement is retroactive from November 28, 2012.		
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 January 2, 2013.		
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.		

XII. EDUCATION - Mrs. Schultz, Chairperson - Continued

- 10. 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.
- 11. 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.)
- (12.) The recommendation of the Superintendent to approve the following **EXCHANGE STUDENT**, (ID #70155), to attend West Milford High School beginning January 29, 2013, through June 25, 2013. Tuition will be waived for this student.

DISCUSSION: Mr. Gottlieb and Mr. Foody thanked Dr. Oberer for her service to the district. Mr. Conlon, as a former student, also recognized Dr. Oberer.

ROLL CALL VOTE FOR ITEMS #1 THROUGH #7 AND #9 THROUGH #12:

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

The **MOTION PASSED** unanimously.

ROLL CALL VOTE FOR ITEM #8:

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

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

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

Mr. Conlon made a motion, seconded by Mrs. Schultz, to postpone voting on Item #4 until after Executive Session.

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

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

Motion by Mr. Conlon, seconded by Mrs. Schultz, to approve the following agenda items #1 through #3 and #5 through #10: (Action on #4 to be taken after Executive Session)

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, through June 30, 2014 (17 months):

Traditional/PPO - Family (\$300/\$600)	\$2,105.76
Traditional/PPO - 2 Adults (\$300/\$600)	\$1,846.31
Traditional/PPO - P/C (\$300/\$600)	\$1,203.85
Traditional/PPO - Single (\$300/\$600)	\$ 854.07
Traditional/PPO - Family (\$200/\$400)	\$2,122.71
Traditional/PPO - 2 Adults (\$200/\$400)	\$1,861.19
Traditional/PPO - P/C (\$200/\$400)	\$1,213.54
Traditional/PPO - Single (\$200/\$400)	\$ 860.93
Direct Access - Family (\$15.00 co-pay)	\$1,996.10
Direct Access - 2 Adults (\$15.00 co-pay)	\$1,750.17
Direct Access - P/C (\$15.00 co-pay)	\$1,141.15
Direct Access - Single (\$15.00 co-pay)	\$ 809.55

- (5.) The recommendation of the Superintendent to approve the following resolution:

WHEREAS, the high winds of Hurricane Sandy caused damage to multiple sections of the roofs of the West Milford High School and Macopin Middle School;

WHEREAS, Complete Building Management, LLC ("CBM") has proposed to perform all necessary repair work on both buildings at a total cost of \$58,000.00;

WHEREAS, Zurich North American Insurance Company ("Zurich Insurance") has agreed to pay \$53,400.50 to CBM for the repair work, out of the total amount of \$58,000.00;

WHEREAS, it is necessary for the Board and CBM to enter into a separate agreement entitled Authorization & Notice to Insurance Company for Direct Payment, which authorizes Zurich Insurance to make payment directly to CBM; and

WHEREAS, the Board must pay \$4,599.50 to cover the remaining cost of the repairs after payment by Zurich Insurance to CBM;

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

(5.) (Continued)

NOW THEREFORE, BE IT RESOLVED that the West Milford Board of Education hereby authorizes and approves the contract between the District and CBM, which calls for the direct payment of \$53,400.50 by Zurich Insurance to CBM and the payment of \$4,599.50 by the Board to CBM; and

BE IT FURTHER RESOLVED that the Board hereby authorizes and approves the agreement entitled "Authorization & Notice to Insurance Company for Direct Payment."

(6.) The recommendation of the Superintendent to enter into an agreement with **AP TEST SERVICE, LLC**, to provide access to a fully-hosted online registration site for AP Exams and PSAT Exams for the period of February 1, 2013, through January 31, 2014, at no cost to the district.

(7.) The recommendation of the Superintendent to approve payments to the following employees for participation in the **HEALTH BENEFITS INCENTIVE** program - Account: 11-000-291-270-10-13-000:

<u>Employee</u>	<u>December 2012</u>	<u>June 2013</u>
CALABRESE, CHRISTINE	-0-	\$ 666.68

8. 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.

9. 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.)

(10.) The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Board Member James Foody to attend mandated Governance III training on February 6, 2013, at the mileage rate established by the Board. (Documentation provided electronically.)

ROLL CALL VOTE ON ITEMS #1 THROUGH #3, #5 THROUGH #9:

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

The **MOTION PASSED** unanimously.

ROLL CALL VOTE ON ITEM #10:

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

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

Minutes for the Regular Meeting of January 22, 2013

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

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

- 11. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **January 22, 2013**, in the amount of \$2,533,659.19. (Documentation provided electronically.)

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

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

- 12. The recommendation of the Superintendent to approve the **PAYROLL** of **December 21, 2012**, and **January 15, 2013**, in the amount of \$4,474,073.54. (Documentation provided electronically.)

ROLL CALL VOTE:

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

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

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

- 13. 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 \$42,909.54.

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

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Foody	No	Mr. Richards	Yes
Mr. Bailey	Absent	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

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

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

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

WHEREAS, the Agenda file of **January 22, 2012**, Workshop/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.)

- 15. 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.

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

XIV. 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 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, **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
5. 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.

6. 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.
7. 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.

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

8. 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.

9. 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.

10. 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.

CONNOR BINKO (Teacher)
JOAN CASTRIGNANO (Teacher)
MARY DOWNING (Teacher)
MEAGAN McCARTHY (Teacher)
CHARLOTTE PETERSON (Teacher)
ERNEST ROOSMA (Teacher)
JILL VAN NOSTRAND (Teacher)

11. 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:

MICHAEL BUGLIO (Custodian)
JEANNE DYGOS (Secretary, Building Aide)
ALYSSA ROBERTS (Cafeteria Aide)

12. 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.

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

13. 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

14. 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

15. 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.

16. 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.

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 **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.

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

18. 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.

19. 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.

20. 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.

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

21. 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.

22. 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.

23. 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

24. 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.

25. 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

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

25. (Continued)

<u>Staff Member</u>	<u>Assignment</u>	<u>Stipend (not to exceed)</u>
<u>High School</u>		
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 WIEDMANN	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

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

- CAFETERIA AIDE** (Revised)
- ADMINISTRATIVE ASSISTANT - BUILDINGS & GROUNDS** (Revised)

- (27.) The recommendation of the Superintendent to accept the resignation, with regret, of **JOAN J. OBERER, Ed.D.**, Principal, Westbrook School, effective April 1, 2013, for the purpose of retirement.
- (28.) The recommendation of the Superintendent to approve the appointment of **TERESA MARINO (**)**, Part-Time (0.56) Special Education Teacher, Maple Road School (PC#90.03.35.BTO), at the prorated annual salary of \$26,320.00 (BA/1), 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.

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

(29.) The recommendation of the Superintendent to approve the appointment of **BRUCE CASBARRO**, Long Term Substitute Parking Lot Security, High School, at the hourly rate of \$11.00, without health benefits, effective January 23, 2013, until employee returns, per Board of Education/WMEA Agreement. (Replaces Schiesswohl) Account: 11-000-266-110-10-10-000

(30.) The recommendation of the Superintendent to approve the following additions to the non-certified personnel list of **SUBSTITUTE SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS** for the 2012-2013 school year, effective January 23, 2013, through June 30, 2013:

- JOHN TRAHAN** (School Bus/Van/Special Use Vehicle Driver)
- MACKENDY FELIX***(School Bus/Van/Special Use Vehicle Driver
- DEYANIRA BILLINI**** (School Bus/Van/Special Use Vehicle Driver
- SERGIO DINELLI**** (School Bus/Van/Special Use Vehicle Driver

*Pending fingerprint clearance
 **Pending successful completion of road test

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

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

(31.) The recommendation of the Superintendent to terminate **PRISCILLA LASKI**, Dispatcher-Pupil Transportation, Transportation Department, effective January 22, 2013, due to abandonment of position.

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

XV. POLICY - Mr. Matthew Conlon, Chairperson

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

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.)

DISCUSSION: Mr. Foody questioned the policy revisions presented for approval and questioned whether we wasted district money by having the policy manual revised last year.

Dr. McLaughlin responded to Mr. Foody.

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

XVI. SPECIAL COMMITTEES/LIAISON REPORTS

Parks & Recreation - Mr. Conlon reported that the next meeting is scheduled for January 31, 2013.

Safety - Mr. Babbitt met with the Safety Task Force. He stated that West Milford was the first town that needed a bear warning.

Superintendent's Roundtable - Mrs. Schultz will provide a report at next month's meeting.

New Jersey School Boards Association/Passaic County School Boards Association - Mr. Gottlieb reported on surprise visits related to the safety of schools. He also spoke about the 12 districts that participated in a trial of the teacher evaluation system. He also spoke about the programs being offered by the county associations.

Legislative - Mr. Gottlieb had no report.

XVI. SPECIAL COMMITTEES/LIAISON REPORTS - Continued

Technology - Mr. Richards/Mr. Conlon/Mrs. Koeppe/Mrs. Richards - There was no report.

West Milford Education Foundation - Mrs. Koeppe asked Ms. Lisa Peck to speak. Ms. Peck spoke about Taste of the Highlands that will be held on Thursday, April 11, 2013, at Casa Bianca.

XVII. OLD BUSINESS

The Board members discussed the terms of the Hillcrest lease and the capital improvements that are needed for the building.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XVIII. NEW BUSINESS

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

WHEREAS, The New Jersey School Boards Association has declared January 2013 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The West Milford Board of Education is one of 586 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The West Milford Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of Education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

Minutes for the Regular Meeting of January 22, 2013

XVIII. NEW BUSINESS - Continued

RESOLVED, That the West Milford Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2013 as **SCHOOL BOARD RECOGNITION MONTH**; and be it further

RESOLVED, That the West Milford Board of Education urges all New Jersey citizens to work with their local Boards of Education and public school staffs toward the improvement of our children's education.

VOICE VOTE: All in Favor. MOTION PASSED.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XIX. 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.

Greg Sheremeta, WMEA President, congratulated Dr. Oberer on her retirement and stated has been a pleasure to work with and will be missed.

Debra Gretina, WMAAS President, thanked Dr. Oberer for her service to the district and wished her the best.

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

VOICE VOTE: All in Favor. MOTION PASSED.

At 9:05 p.m., the Board went into Executive Session for the purpose of discussing personnel, WMAAS contract negotiations, student matters, and contracts.

At 10:05, the Board returned to the public session.

XX. BUDGET & FINANCE/TRANSPORTATION/OPERATONS/CAPITAL IMPROVEMENTS - Mr. Gregory Bailey, Chairperson

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

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

XX. BUDGET & FINANCE/TRANSPORTATION/OPERATONS/CAPITAL IMPROVEMENTS - Mr. Bailey, Chairperson - Continued

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, on 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

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

AND BE IT FURTHER RESOLVED, that the contract pertains to school bus advertisements only and that references to other types of advertising, including paragraphs, 4, 5, and 7, are struck from the agreement.

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.

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

Minutes for the Regular Meeting of January 22, 2013

XXI. ADJOURNMENT

Motion by Mr. Conlon, seconded by Marilyn Schultz, to adjourn the meeting at 10:15 p.m.

VOICE VOTE:

All in Favor.

MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary/Business Administrator

tc