

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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BOARD OF EDUCATION MINUTES REGULAR/PUBLIC BUDGET HEARING MEETING THURSDAY, MARCH 21, 2013
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Mr. David Richards, Board President, called to order the Regular/Public Budget Hearing Meeting of the Board of Education on Thursday, March 21, 2013, at 7:33 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	Absent	Mr. Foody	Present	Mr. Richards	Present
Mr. Bailey	Present/Arr. 7:54 p.m.	Mr. Gottlieb	Present	Mrs. Richards	Present
Mr. Conlon	Present/Arr. 8:37 p.m.	Mrs. Koeppe	Present/Arr. 7:47 p.m.	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 40 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

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

RESOLVED, that the Board go into Executive Session at approximately 9:00 p.m., for approximately 30 minutes, for the purpose of discussing negotiations, student matters, and personnel litigation. The Board will return to take action.

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

- Katie Schiller, Student Representative, shared her report. She spoke about "The Drowsy Chaperone," the Empty Bowls event, and the West Milford Dance Team. She reported that the concert choir performed at Carnegie Hall and the Highlander Band participated in the St. Patrick's Day parade. She also spoke of the Junior Prom, the All District Arts Festival, the 1st Annual Golf Outing on April 20th sponsored by the West Milford Band Parents Association, and the Cablethon.

- Dr. McLaughlin recognized Jill Cullen for being named as the New Jersey Coaches Association 2011 State Field Hockey Coach of the Year.

He also recognized Shawn Poppe for his induction into the New Jersey Football Coaches Association Hall of Fame

- Dr. McLaughlin congratulated Melissa Townsend as the recipient of the New Jersey State Interscholastic Athletic Association Student/Athlete of the Year Award.
- Dr. McLaughlin reported on the search for a Westbrook School Principal. The initial interviews will be conducted by a group including a parent, teacher, principal and board member. We hope to find a leader who will begin on July 1st.
- Dr. McLaughlin recognized Eleanor DiFidi, who is retiring after 33 years of service and commitment as an educator. He also thanked Mary Ducey, a dedicated bus driver in the district for many years, and Lisa Ryan, a valuable student assistant, for their years of work in the district on the occasion of their retirements.
- Dr. McLaughlin stated that he had the opportunity to attend Macopin's production of "The Mirror Image." The students gave a spirited performance and the show was enjoyable. The program was particularly well done.

He also reported on the upcoming District-wide Arts Festival scheduled for March 27th, and the 10th Annual Taste of the Highlands scheduled for April 11th at Casa Bianca in Oak Ridge.

- Dr. Jeanne Apryas reviewed the proposed school calendar for 2013-2014.

Dr. McLaughlin thanked the committee for their work on the calendar.

XII. PUBLIC BUDGET HEARING - Continued

Mr. Foody further questioned the differences between the preliminary budget and the submitted budget.

Ms. Francisco responded.

Dr. McLaughlin further explained that the budget provided to the Board included all requests from all departments in every school. Although labeled, "Preliminary," the budget was culled prior to submission to reduce the tax impact.

Mr. Foody questioned several transportation accounts and Ms. Francisco responded.

He also questioned the Marisim Group. Ms. Francisco responded that the Board approved this in March, because the district does not have a chief mechanic.

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

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

1. The recommendation of the Superintendent to approve the following resolution to adopt the **2013-2014 DISTRICT BUDGET** as follows:

BE IT RESOLVED, by the West Milford Township Board of Education, County of Passaic, that the **FINAL SCHOOL DISTRICT BUDGET FOR 2013-2014** be approved as follows:

General Fund	\$ 69,879,117
Special Revenue	\$ 1,342,535
Debt Service	<u>\$ 538,324</u>
TOTAL BUDGET	\$ 71,759,976

BE IT FURTHER RESOLVED, that the following **GENERAL FUND AND DEBT SERVICE TAX LEVIES** be approved to support the 2013-2014 School District Budget:

General Fund	\$ 52,002,781
Debt Service	<u>\$ 493,553</u>
TOTAL	\$ 52,496,334

BE IT FURTHER RESOLVED, that the West Milford Board of Education requests the approval of a \$145,000 Budgeted Withdrawal from the Capital Reserve account for the Repair and Repaving of the Macopin School parking lots.

BE IT FURTHER RESOLVED, that the West Milford Board of Education requests the approval of a \$150,000 Budgeted Withdrawal from Maintenance Reserve for Budgeted Required Maintenance.

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

1. (Continued)

WHEREAS, the West Milford Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$130,000 for all staff and board members.

BE IT FURTHER RESOLVED, the budget is in conformity with regulations promulgated by the Department of Education.

ROLL CALL VOTE:

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

The **MOTION PASSED:** 6 Yes; 1 No

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

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

2. The recommendation of the Superintendent to approve the award of a contract for the purchase of six (6) 2014 Type 'C' 54-Passenger School Buses, to **H.A. DE HART & SON, INC.**, Thorofare, New Jersey, through membership with the **MIDDLESEX REGIONAL EDUCATIONAL SERVICES COMMISSION**, Cooperative Pricing System Agreement (Item #5), School Bus Bid #MRESC11/12-46 (bid term 3/1/12-12/1/13), at a cost of \$85,294.94 per bus, for a total purchase price of \$511,769.64, and to finance said purchase through **MUNICIPAL CAPITAL CORPORATION**, Allentown, Pennsylvania, with a five (5) year lease/purchase term. (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **MORRIS COUNTY EDUCATIONAL SERVICES COMMISSION**, to provide transportation services for the 2013-2014 school year, effective July 1, 2013, through June 30, 2014.
4. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **PASSAIC COUNTY EDUCATIONAL SERVICES COMMISSION**, to provide transportation services for the 2013-2014 school year, effective July 1, 2013, through June 30, 2014.
5. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **SUSSEX COUNTY REGIONAL COOPERATIVE**, to provide transportation services for the 2013-2014 school year, effective July 1, 2013, through June 30, 2014.
6. The recommendation of the Superintendent to approve the renewal of a service agreement with **THE NATIONAL WEATHER STATION**, Lodi, New Jersey, in the amount of \$1,400.00, effective May 1, 2013, through April 30, 2014.
7. The recommendation of the Superintendent to approve the establishment of hourly **FIELD TRIP TRANSPORTATION RATES** for the 2013-2014 school year, to \$35.00 in-county, \$40.00 out-of-county and \$43.00 out-of-state (Warwick, New York, will be charged at the out-of-county rate).

NOTE: Field trip transportation rates may be adjusted pending the completion of contract negotiations.

8. The recommendation of the Superintendent to approve a **BUS TRANSPORTATION** trip request for transportation to the **2013 NEW JERSEY NATIONAL COLLEGE FAIR**, transporting students/parents to the college fair on Wednesday evening, April 24, 2013, at the out-of-county field trip rate of \$40.00 per hour, in coordination with the High School Guidance Department and the WMHS PTSO, at no additional cost to the Board.
9. The recommendation of the Superintendent to approve a Memorandum of Agreement between the **TOWNSHIP OF WEST MILFORD** and the **WEST MILFORD BOARD OF EDUCATION**, to provide a 54-passenger bus to the Township for use in connection with Bubbling Springs Day Camp, from July 1, 2013, through August 23, 2013, at a fee of \$10.00 per day, plus fuel and maintenance repair costs.

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

10. The recommendation of the Superintendent to approve a transportation shuttle trip request for **WEST MILFORD LITTLE LEAGUE**, to provide bus shuttle services from the West Milford PAL to Hillcrest Community Center, to accommodate extra parking for attendees of the West Milford Little League Opening Night event on April 25, 2013, at the in-county field trip transportation rate of \$35.00 per hour.

NOTE: Field trip transportation rates may be adjusted pending the completion of contract negotiations.

11. The recommendation of the Superintendent to approve an Agreement with **EDUCATIONAL DATA SERVICES, INC.** of Saddle Brook, New Jersey, for bidding services for the acquisition of supplies at the established rate of \$12,200.00, during the 2013-2014 school year.
12. The recommendation of the Superintendent to authorize the Business Administrator to prepare bid documents for **SECURITY CAMERA UPGRADES** at West Milford High School.
13. The recommendation of the Superintendent to authorize the Business Administrator to prepare a Request for Proposal for **SPECIAL EDUCATION SERVICES**.
14. The recommendation of the Superintendent to approve the following resolution:

WHEREAS, employee #1497 is currently on a medical leave of absence; and

WHEREAS, the employee's accrued sick leave balance will be exhausted prior to her requested retirement effective April 1, 2013; and

WHEREAS, certain staff members have volunteered to donate sick days from their own accrued sick leave balance to the employee, so that she may remain on paid sick leave through March 31, 2013; and

WHEREAS, said staff members have agreed that, upon the donation of sick days to the employee, their own accrued sick leave balances shall diminish by an equal number of days as were donated, and such days will be given to the employee as if they were her own; and

WHEREAS, the Board and the West Milford Education Association have agreed that such action shall not create any future precedent for the use and accrual of sick days, nor shall this donation constitute the creation of a formal sick day bank in the District;

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board hereby approves the donation and transfer of one sick day per volunteering employee to employee #1497, in the order designated on the list maintained in the Business Administrator's office, such that employees serving in the same position as the employee will, if they wish, donate one day each to the employee, then employees serving in the same department with employee will do the same, then any other employee wishing to donate a day may do so; and

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

14. (Continued)

BE IT FURTHER RESOLVED, that the accrued sick leave balance of any employee who donates a sick day to employee #1497 be reduced by an equal number of days, and any donated days shall become the property of employee #1497 and will not be eligible for later use or reimbursement by the individual who donated the day upon his or her retirement; and

BE IT FURTHER RESOLVED, the Board's action to approve the above donation of sick days shall in no way confer any benefit to the donating employee(s), nor shall the approval constitute any permanent change in District policy or procedure with respect to the use and accrual of sick days.

15. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Barbara Francisco to attend the 51st Annual Conference of the New Jersey Association of School Business Officials. (Documentation provided electronically.)

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

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

16. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **March 21, 2013**, in the amount of \$2,605,436.00. (Documentation provided electronically.)

ROLL CALL VOTE:

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

The **MOTION PASSED:** 6 Yes; 1 No

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

17. The recommendation of the Superintendent to approve the **PAYROLL** of **February 28, 2013**, and **March 15, 2013**, in the amount of \$3,960,207.62. (Documentation provided electronically.)

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

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

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

18. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **March 21, 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 \$203,288.13.

ROLL CALL VOTE:

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

The **MOTION PASSED**: 6 Yes; 1 No

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

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

WHEREAS, the Agenda file of **March 21, 2013**, Regular/Public Budget Hearing 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:

\$7,340,143.89 as of January 31, 2013; therefore

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

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

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

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

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

RESOLVED, that the Board certify as of January 31, 2013, 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	Absent	Mr. Foody	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mr. Gottlieb	Yes	Mrs. Richards	Yes
Mr. Conlon	Absent	Mrs. Koeppe	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

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

- 21. The recommendation of the Superintendent to approve the following Resolution opposing S-1191/A-3627 (Undermining a School Board’s Ability to Subcontract Services):

WHEREAS, New Jersey’s boards of education represent the community’s interests in the governance and budget oversight of school districts that collectively serve the health and educational needs of nearly 1.4 million children; and

WHEREAS, school boards continually strive to provide cost-effective ways to deliver services, which will free up additional funds to be used in the classroom or for property-tax relief; and

WHEREAS, many New Jersey school boards have found subcontracting of services such as transportation, cafeteria and maintenance is an option that has saved millions of tax dollars every year; and

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

21. (Continued)

WHEREAS, Senate Bill 1191 and Assembly Bill 3627 of the 2012-2013 Legislative Session are bills that would place severe obstacles in the way of a school board's ability to subcontract services, thereby diverting funds from the classroom and burdening property taxpayers.

NOW, THEREFORE, BE IT RESOLVED that the West Milford Board of Education, in its continued effort to provide cost-effective school operations to the community, opposes Senate Bill 1191 and Assembly Bill 3627; and be it further

RESOLVED, that the West Milford Board of Education calls on the New Jersey Legislature to reject any such measures that will have the effect of depleting limited resources from our classroom; and be it further

RESOLVED, that a copy of this resolution shall be forwarded to members of the 26th legislative district delegation, legislative leadership and to the Governor of the State of New Jersey, and to the New Jersey School Boards Association.

ROLL CALL VOTE:

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

The **MOTION PASSED**: 6 Yes; 1 No

XIV. EDUCATION - Mrs. Marilyn Schultz, Chairperson

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

1. The recommendation of the Superintendent to approve the **2013-2014 SCHOOL CALENDAR and CALENDAR FOR TWELVE MONTH EMPLOYEES**. (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the **HIB CORRECTIVE ACTION PLAN** requested by the New Jersey Department of Education on February 14, 2013.
3. The recommendation of the Superintendent to approve the following **CURRICULUM ADOPTIONS** for the 2013-2014 school year:

HIGH SCHOOL

Health

- Human Relations I
- Human Relations II

XIV. EDUCATION - Mrs. Schultz, Chairperson - Continued

3. (Continued)

Physical Education

Social Dance
Weight Training

4. The recommendation of the Superintendent to approve the **REVISED SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** for the 2012-2013 school year (addition of a personal aide services; prorated for the remainder of the 2012-2013 SY):

<u>Student ID</u>	<u>Tuition</u>	<u>Placement</u>
67651	\$12,348.00	Education Services Commission of Morris County Park Lake School Rockaway, New Jersey

NOTE: Retroactive from February 20, 2013.

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

<u>Student ID</u>	<u>Tuition</u>	<u>Placement</u>
61142	\$21,600.00	Y.C.S. Fort Lee Education Center Fort Lee, New Jersey

NOTE: This placement is retroactive from March 5, 2013.

70139	\$15,528.00	Stonybrook Elementary School Kinnelon, New Jersey
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NOTE: This placement is retroactive from March 18, 2013.

6. The recommendation of the Superintendent to approve the **CANCELLATION OF A SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** with Lakeland-Andover, Lafayette, New Jersey, student ID #61142, effective March 15, 2013, as per accepted state contract. Student's last day was March 1, 2013.

7. 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.)

ROLL CALL VOTE FOR ITEM #1:

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

The **MOTION PASSED:** 6 Yes; 1 No

XIV. EDUCATION - Mrs. Schultz, Chairperson - Continued

ROLL CALL VOTE FOR ITEMS #2 THROUGH #7:

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

The **MOTION PASSED** unanimously.

Motion by Mrs. Schultz, seconded by Mr. Bailey, to approve the following agenda item #9:

9. The recommendation of the superintendent to approve **CATAPULT LEARNING**, Camden, New Jersey, to conduct educational evaluations as mandated by NJAC 6A:14 for Westbrook and Paradise Knoll Elementary Schools, at a cost not to exceed \$4,250.00, effective April 8, 2013, through May 31, 2013.

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

XV. 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 (Codes 3125 and 4125). 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 Mrs. Schultz, to approve the following agenda items #1 through #26:

1. The recommendation of the Superintendent to accept the resignation, with regret, of **ELEANOR DiFIDI**, Grade 3 Teacher, Marshall Hill School, effective June 30, 2013, for the purpose of retirement.
2. The recommendation of the Superintendent to accept the resignation of **KAREN WILM**, School Bus/Van Driver, Transportation, retroactive from February 27, 2013.

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

3. The recommendation of the Superintendent to approve the appointment of **CAROL JOHNSON**, School Bus/Van Driver, Transportation, (PC#25.18.T1.BEW), at the prorated annual salary of \$17,348.40, without health benefits, effective March 22, 2013, through June 30, 2013, per Board of Education/WMBDA Agreement. (Replaces Wilm) Account: 11-000-270-160-10-10-000

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

4. 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 March 22, 2013, through June 30, 2013:

MICHELE COLICCHIO (Teacher)
MELODY GIRARDIN (Teacher)
MARIA-ELENA GRANT (Teacher)
JAMES RAUTH (Teacher)

5. 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 March 22, 2013, through June 30, 2013:

PATRICIA CALCAGNO (Secretary)
LAURA TALLIA* (School Bus/Van/Special Use Vehicle Driver)
MICHAEL GROSSO** (School Bus/Van/Special Use Vehicle Driver)

*Retroactive from 2/1/13; **Pending successful completion of road test

6. The recommendation of the Superintendent to approve the voluntary transfer of **DR. PATRICE CAPPELLO**, from Supervisor of Special Education, Grades 9-12, to Child Study Team Social Worker, High School (PC#90.09.41.ATS), subject to placement on the salary guide at \$104,550.00 (MA+60/16), with a doctorate stipend of \$1,900.00, effective June 30, 2013, in accordance with the terms of the agreement in effective between the Board of Education and the WMEA. Account: 11-000-219-104-10-10-142
7. The recommendation of the Superintendent to approve a leave of absence for **CHARLES DONNELLY**, School Bus/Van Driver, Transportation, without pay retroactive from March 9, 2013, through April 8, 2013. (Medical)

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

8. The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act, for **MONIKA DRUCKER**, Guidance Counselor, High School, without pay effective September 1, 2013, through September 30, 2013. (Maternity/Child Rearing)

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

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

9. The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act, for **KELLY FRASCA**, Grade 1 Teacher, Paradise Knoll School, without pay effective September 1, 2013, through January 1, 2014. (Maternity/Child Rearing)

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

10. The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act, for **HEATHER TERRY-EGLI**, Grade 1 Teacher, Upper Greenwood Lake School, without pay effective September 2, 2013, through November 29, 2013. (Maternity/Child Rearing)

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

11. The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act, for **ANTIONETTE RICCIARDI**, Special Class Aide, Apshawa School, without pay retroactive from March 4, 2013, through March 8, 2013. (Medical)

12. The recommendation of the Superintendent to approve a leave of absence for **PATRICIA BELLINA**, SACC Teacher, Maple Road School, without pay effective April 8, 2013, through May 15, 2013. (Medical)

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

13. The recommendation of the Superintendent to approve **an amendment to a previously adopted resolution (February 2013)**, for a leave of absence under the Family Medical Leave Act, for **IRIS SCHIESSWOHL**, Cafeteria Aide/Parking Lot Security, High School, without pay effective March 13, 2013, through **April 22, 2013**. (Medical)

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

14. The recommendation of the Superintendent to approve an increase of hours for **AGNES FATTORUSSO**, Cafeteria Aide, Marshall Hill School, from 2 hours to 2½ hours per day, retroactive from March 8, 2013, through June 30, 2013, per Board of Education/WMCAA Agreement.

15. The recommendation of the Superintendent to approve **an amendment to a previously adopted resolution (August 2012)** for **MEGHAN MOORE**, SACC Aide, Paradise Knoll School, from \$10,353.00 annually, **to \$7,612.50 annually, due to a decrease in hours**, prorated as necessary, retroactive from March 1, 2013, through June 30, 2013. Account: 52-990-320-101-10-10-403

16. The recommendation of the Superintendent to approve the following **EMPLOYEE RETIREMENT/SICK DAY PAYMENT**, for payment March 28, 2013, in accordance with the provisions of the Board of Education negotiated agreement - Account: 11-000-291-290-10-13-000:

<u>WMBDA Agreement</u>	<u>Days</u>	<u>Unit Rate</u>	<u>Payment</u>
MARY DUCEY	4.5	\$35.00	\$157.50

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

17. The recommendation of the Superintendent to submit **an amendment to a previously adopted resolution (December 2012) and addition**, for the following **TITLE I SCHOOL BEFORE/AFTER-SCHOOL TUTORING PROGRAM AND STAFF, UPPER GREENWOOD LAKE SCHOOL**, 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 (NCLB Title I):

<u>Employee</u>	<u>Program</u>	<u>Hours</u>	<u>Payment</u>
JENNIFER HARRIS (Replaces Gerold)	Jumpstart for Success	10	\$280.00
DONNA STRIANSE	Jumpstart for Success	10	\$280.00

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

18. The recommendation of the Superintendent to approve the following **AFTER SCHOOL CLUBS AND ADVISORS**, for the 2012-2013 school year at the contracted hourly rate of \$28.00, per Board of Education/WMEA Agreement:

<u>Advisors</u>	<u>School</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
DIANNA BYERS	Paradise Knoll	Student Council	10.5	\$294.00
SHARON JENSEN	Paradise Knoll	Student Council	10.5	\$294.00
BRIAN LESLIE	Paradise Knoll	Intramurals	10	\$280.00
KRISTEN McCLURG	Paradise Knoll	Intramurals	10	\$280.00
GARY STOLL	Paradise Knoll	Intramurals	10	\$280.00
BRIAN LESLIE	Paradise Knoll	Cyber	10	\$280.00
MAUREEN SELLEROLI	Paradise Knoll	Cyber	10	\$280.00
ROBIN WALLEES	Paradise Knoll	Lego	10	\$280.00
KELLY FRASCA	Paradise Knoll	Jr. Cyber	12	\$336.00
SHARON JENSEN	Paradise Knoll	Jr. Cyber	12	\$336.00
KATHLEEN MARXEN	Paradise Knoll	Build Your Skills	8	\$224.00
MELISSA COOK	Paradise Knoll	Build Your Skills	8	\$224.00
SALLY BURNS	Paradise Knoll	Globetrotters	4	\$112.00
JOYCE JANIS	Paradise Knoll	Globetrotters	4	\$112.00

NOTE: Hourly rate may be adjusted pending the completion of contract negotiations. The above clubs are funded through the PTA.

19. The recommendation of the Superintendent to approve the following additions to the **HIGH SCHOOL SPORTS EVENTS STAFF** for the 2012-2013 school year - Account: 11-402-100-590-09-21-000:

RUTH ROATTI
LAURA PAUL
CHRISTINE BERTHA

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

<u>Name</u>	<u>School</u>	<u>Assignment</u>
MARIE MATHES	Paradise Knoll	Media Center
SANDRA NEBEL	Paradise Knoll	Grade 1

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

20. (Continued)

<u>Name</u>	<u>School</u>	<u>Assignment</u>
LAURA PAGET	Paradise Knoll	Media Center
DEANA WARDLAW	Upper Greenwood Lake	Media Center

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

DOOR ATTENDANT - (New)
SECRETARY - TRANSPORTATION (Revised)

(22.) The recommendation of the Superintendent to accept the resignation, with regret, of **MARY DUCEY**, School Bus/Van Driver, Transportation, retroactive from February 1, 2013, for the purpose of retirement.

(23.) The recommendation of the Superintendent to accept the resignation, with regret, of **LISA RYAN**, Special Class Aide, Macopin School, effective April 1, 2013, for the purpose of retirement.

(24.) The recommendation of the Superintendent to approve an increase of assignment for **NICHOLAS PADOVANI**, 0.5 Social Worker, High School, to work an additional 1.5 days per week at his hourly rate, to complete annual reviews for a Child Study Team member who is out on medical leave, retroactive from March 14, 2013, through March 28, 2013.

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

(25.) The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act, for **SUSAN POTZER**, Physical Education/Health Teacher, High School, without pay effective September 1, 2013, through November 8, 2013. (Maternity/Child Rearing)

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

(26.) The recommendation of the Superintendent to approve the following **VOLUNTEER**, to the **STUDENT ACTIVITY PROGRAM**, for the 2012-2013 school year, at no cost to the district:

<u>Name</u>	<u>School</u>	<u>Assignment</u>
SANDRA NEBEL	Marshall Hill	Media Center

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

XVI. 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 a new **POLICY** entitled, "Independent Educational Evaluations." (Code #2468) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the First Reading of a new revised **POLICY** entitled, "Foreign Exchange Students (J-1 Visas)." (Code #5115) (Documentation provided electronically.)

ROLL CALL VOTE:

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

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

XVII. SPECIAL COMMITTEES/LIAISON REPORTS

Parks & Recreation - Mr. Conlon discussed the re-opening of the turf field, which was closed for the winter. Mr. Sandve provided an update on the discussions held during the meeting with the Recreation Department.

Safety - Mr. Conlon reported that all stakeholders attended the meeting held this morning.

Superintendent's Roundtable - Mrs. Schultz reported that the meeting was rescheduled for March 22.

Passaic County School Boards Association/New Jersey School Boards Association/Legislative - Mr. Gottlieb spoke about the presentation he attended on EE4NJ. He also spoke of reconsidering support for S-1191/A-3627.

Technology - Mr. Richards/Mr. Conlon/Mrs. Koeppe/Mrs. Richards - The Committee met to discuss the security system. A hybrid system was discussed. The bid documents will be prepared.

XVII. SPECIAL COMMITTEES/LIAISON REPORTS - Continued

West Milford Education Foundation - Mrs. Koeppe reported on the Taste of the Highlands scheduled for April 11. The choral students will perform and a live auction will be held.

XVIII. OLD BUSINESS

Mr. Foody addressed items listed in the Procedure Manual.

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

VOICE VOTE:

All in Favor.

MOTION PASSED.

XIX. NEW BUSINESS

Mr. Richards read a letter from Mr. Eric Bos to do the roof repairs on the buildings on the Wallisch properties.

Mr. Conlon made a motion, seconded by Mrs. Schultz, to approve the following resolution:

Be it resolved that the Board of Education hereby accepts Mr. Bos' offer to volunteer his services to repair the Wallisch Estates property at no cost to the Board, subject to the oversight of the Business Administrator and in accordance with all applicable laws; and

Be it further resolved that prior to beginning any repair work, Mr. Bos shall name the Board as an additional insured under his and/or his firm's insurance policy for all work to be completed.

VOICE VOTE: All in Favor. MOTION PASSED.

Mrs. Schultz suggested hiring a consultant to tie our technology plan together.

Mrs. Schultz made a motion, seconded by Mr. Gottlieb, to hire a consultant and advisor to the Board.

Mr. Conlon made a motion, seconded by Mr. Richards, to table the motion.

VOICE VOTE: 5 Yes; 3 No MOTION PASSED.

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

VOICE VOTE: All in Favor. MOTION PASSED.

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

VOICE VOTE: All in Favor. MOTION PASSED.

At 9:18 p.m., the Board went into Executive Session for the purpose of discussing negotiations, student matters, and personnel litigation. The Board will return to take action.

The Board returned from Executive Session at 9:48 p.m.

XXI. EDUCATION - Mrs. Marilyn Schultz, Chairperson

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

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

WHEREAS, in accordance with the requirements set forth in P.L. 2010, Chapter 122, the West Milford Board of Education has received results of HIB investigative reports on **March 21, 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</u>	
<u>Report Number</u>	<u>Board Determination</u>
2013/H-21	Unsubstantiated

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

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

Mr. Conlon made a motion, seconded by Mrs. Schultz, to approve the following resolution:

RESOLVED, that the Board approves the settlement in the matter captioned T.M. o/b/o A.M., et al. v. West Milford Board of Education, OAL Dkt. No. EDU 7544-12, Agency Ref. No. 117-4/12, in accordance with the terms and conditions therein; and

BE IT FURTHER RESOLVED, that the Board President is authorized to sign the agreement on behalf of the Board.

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

XXIII. ADJOURNMENT

Motion by Mr. Conlon, seconded by Mrs. Schultz, to adjourn the meeting at 9:50 p.m.

VOICE VOTE:

All in Favor.

MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary/Business Administrator

tc