

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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BOARD OF EDUCATION
MINUTES
REGULAR/PUBLIC BUDGET HEARING MEETING
APRIL 29, 2014

Mr. David Richards, Board President, called to order the Regular/Public Budget Hearing Meeting of the Board of Education on April 29, 2014, at 7:33 p.m. 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 to remember the students that lost their lives in the ferry accident. 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. Gottlieb	Present	Mr. Richards	Present
Mr. Bailey	Present/Arr. 7:40 p.m.	Mrs. Koeppe	Present	Mrs. Richards	Present
Mr. Conlon	Present	Mrs. O'Brien	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
Vacant	Director of Special Services	
Joseph Roselle, Esq.	Board of Education Attorney	Present
Sophia Metcalf	Student Representative	Present

There were approximately 25 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

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

RESOLVED, that the Board go into Executive Session at 8:30 p.m., for approximately 60 minutes, for the purpose of discussing personnel, student matters, litigation and matters of attorney/client privilege.

The executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.

VOICE VOTE: All in Favor. MOTION PASSED.

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

- Sophia Metcalf, Student Representative, reported on the awards won at the Passaic County Film Festival by students of the TV Science program and the upcoming Cablethon and Drive 4 UR School fundraiser to support Project Graduation. The band and choir concerts are coming up in May. Other upcoming events are the Spring Fling, National Honor Society Induction, Distinguished Scholars Night, and the Art Honor Society Induction.
- Katherine Brennan, Supervisor of the District Testing Programs provided an update on PARCC.
- Dr. McLaughlin reported on two significant grants received — one for \$8,735 for *Uncovering Art in eARTh* and another for \$4,355 for *Boxes for Birds*.
- Michael McCormick presented the School Calendar for the 2014-2015 school year.
- Dr. McLaughlin acknowledged the fundraising efforts by the Football Booster Club for the weight room upgrades.
- Dr. McLaughlin highlighted the Taste of the Highlands scheduled to occur on May 1st at Casa Bianca.

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

Motion by Mr. Conlon, seconded by Mrs. O'Brien, to approve the following Board of Education meeting minutes:

- Special Meeting of March 6, 2014
- Workshop/Special Action/Preliminary Budget Hearing of March 18, 2014
- Executive Session of March 18, 2014
- Regular Session of March 25, 2014
- Executive Session of March 25, 2014

VOICE VOTE: All in Favor. MOTION PASSED.

IX. PRESIDENT'S REPORT - Mr. David Richards

Mr. Richards spoke about the cable TV station and the Board's joint effort with the municipal government. He spoke about the time spent researching and visiting other cable stations that service their communities. He feels this is a worthwhile endeavor and hopes the council and board can come together for the benefit of the community.

Mr. Richards informed the public that he was moving from West Milford and resigned as President of the Board. He passed the gavel to Mr. Gottlieb. Mr. Gottlieb thanked Mr. Richards for his years of service to the community.

Mr. Gottlieb continued with the agenda. Mr. Bailey requested an executive session to discuss the transition of the presidency and the proper protocol. Mr. Roselle provided guidance, but believed specific questions could be answered in Executive Session.

Mr. Bailey made a motion, seconded by Mr. Conlon to go into executive session. Upon discussion, Board members wished to hear the members of the public that wanted to speak about the field conditions.

Mr. Bailey and Mr. Conlon withdrew their motion.

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

**VOICE VOTE: Mr. Bailey voted No. MOTION PASSED.
All Others in Favor.**

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.

Bob Szuszkowski spoke of the condition of the baseball fields and the impact on the game schedule.

Ron Keleman spoke about Kilgallen and Dygos fields and feels that the Board is not aware of the conditions. He also passed around photographs for the Board to review.

Sharon Burchell spoke about student athletes and that sports are just as important as music and arts.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XI. PETITIONS & REQUESTS - Continued

Dr. McLaughlin addressed the speakers concerns and stated we will look into the field conditions.

Mr. Bailey suggested we create a fact finding committee and a cooperative effort to create another turf field and multi-purpose facilities.

Mr. Gottlieb expressed his concerns about the safety risk.

Mr. Conlon made a motion, seconded by Mrs. Richards, to delay the start of Executive Session until 9:15 p.m.

At 8:40 p.m., Mr. Gottlieb requested a five (5) minute recess to speak to Mr. Roselle.

The Board returned at 8:53 p.m.

At 8:54 p.m., Mr. Bailey made a motion, seconded by Mr. Conlon to go into Executive Session.

VOICE VOTE:

All in Favor.

MOTON PASSED.

At 9:08 p.m., the Board returned from Executive Session.

Mr. Bailey made a motion to call for nominations for Board President.

Mr. Gottlieb called for nominations for the position of Board President.

Mr. Bailey nominated Mrs. Koeppe. Mrs. O'Brien nominated Mr. Gottlieb.

Mr. Conlon made a motion, seconded by Mrs. Schultz to close nominations for Board President.

The Board was polled for nomination of a President

Mr. Babbitt voted for Mrs. Koeppe.
Mr. Bailey voted for Mrs. Koeppe.
Mr. Conlon voted for Mrs. Koeppe.
Mr. Gottlieb voted for Mr. Gottlieb.
Mrs. Koeppe voted for Mrs. Koeppe.
Mrs. O'Brien voted for Mr. Gottlieb.
Mr. Richards voted for Mrs. Koeppe.
Mrs. Richards voted for Mrs. Koeppe.
Mrs. Schultz voted for Mr. Gottlieb.

Mrs. Koeppe took the seat as Board President.

XII. PUBLIC BUDGET HEARING

Ms. Barbara Francisco presented the 2014-2015 School Budget. There were no questions from members of the public.

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

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

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

BE IT RESOLVED, by the West Milford Township Board of Education, County of Passaic, that the **2014-2015 BUDGET** be approved as follows:

General Fund	\$72,416,277
Special Revenue	\$ 1,342,535
Debt Service	<u>\$ 538,283</u>
TOTAL BUDGET	\$74,297,095

BE IT FURTHER RESOLVED, that the following **GENERAL FUND AND DEBT SERVICE TAX LEVIES** be approved to support the 2014-2015 Budget:

General Fund	\$53,042,837
Debt Service	<u>\$ 497,390</u>
TOTAL	\$53,540,227

BE IT FURTHER RESOLVED, that included in budget line 600, Budgeted Withdrawal from Capital Reserve for Local Share is \$637,613.

BE IT FURTHER RESOLVED, that included in budget line 620, Budgeted Withdrawal from Capital Reserve for Other Capital Projects is \$212,387.

BE IT FURTHER RESOLVED, that included in budget line 630, Budgeted Withdrawal from Maintenance Reserve for Budgeted Required Maintenance is \$150,000.

BE IT FURTHER RESOLVED, the budget is in conformity with regulations promulgated by the Department of Education and the Board of Education has submitted supporting documents to the state for maximum professional services.

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	No	Mr. Richards	Yes
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Abstained	Mrs. O'Brien	Yes	Mrs. Schultz	Yes

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

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

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

2. The recommendation of the Superintendent to approve an agreement with **COMPUTER SOLUTIONS, INC.**, Branchburg, New Jersey, for Budgetary, Personnel, and Payroll Software Support Services in the amount of \$12,972.00 for the 2014-2015 school year.

3. The recommendation of the Superintendent to approve the following resolution:

RESOLVED, that the West Milford Board of Education is authorizing execution and delivery of the following Grant Agreements in the amounts listed below and delegation of authority to the School Business Administrator for supervision of the School Facilities Projects:

<u>School/DOE</u> <u>Project Number</u>	<u>Scope of Work</u>	<u>Final</u> <u>Eligible Cost</u>
West Milford High School 5650-040-14-1001	Boiler Replacement	\$ 1,062,688
Westbrook School 5650-100-14-1003	Boiler Replacement	\$ 536,023

4. The recommendation of the Superintendent to accept a proposal from **LAN ASSOCIATES**, Midland Park, New Jersey, for Public Outreach/Notification at the Transportation Depot in the amount not to exceed \$3,000 without prior approval.

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

The West Milford Board of Education authorizes **SETTEMBRINO ARCHITECTS** to submit NJDOE Project No. 5650-070-14-1000 for the Roof Replacement at Marshall Hill Elementary School. The District is submitting this application as an Other Capital Project and is not seeking any state funding.

6. The recommendation of the Superintendent to award a contract to **AIR PURIFIERS, INC.**, Rockaway, New Jersey, for the replacement of the **Wood Shop Dust Collection System** in West Milford High School in the amount of \$80,898.00 plus permit fees, if any.

7. 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 2014-2015 school year.

8. The recommendation of the Superintendent to approve an agreement with **EDUCATIONAL DATA SERVICES, INC.** of Saddle Brook, New Jersey, for Cooperative Skilled Trades, Compliance Services and Ancillary Bids at the established rate of \$1,990.00 during the 2014-2015 school year.

9. The recommendation of the Superintendent to approve a revision to an existing contract with **LIGHTPATH** for Private Fiber Network at the monthly rate of \$9,000.00.

NOTE: This is a yearly contract with an annual savings of \$22,800.00.

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

10. The recommendation of the Superintendent to approve the **BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN** for the West Milford Township Public Schools District for the 2013-2014 school year. (Documentation provided electronically.)
11. The recommendation of the Superintendent to approve Jeffrey Oster of Mine Hill, New Jersey, to provide investigatory services at the rate of \$35.00 per hour and \$0.48 per mile for the 2013-2014 school year.
12. The recommendation of the Superintendent to approve a service agreement with **WEATHERWORKS, INC.**, Hackettstown, New Jersey, in the amount of \$1,500.00, effective May 1, 2014, through April 30, 2015.
13. The recommendation of the Superintendent to approve the completion of **SCHOOL BUS EMERGENCY EVACUATION DRILL REPORTS** in accordance with N.J.A.C. 6A:27-11.2, as follows (Documentation provided electronically):

<u>Date</u>	<u>School</u>	<u>Route Numbers</u>	<u>Principal/Supervisor</u>
4/23/14	WMHS/Macopin	08001-08043,	Paul Gorski
4/22/14	Highlander Academy	08050-08057	Mary Reinhold Matthew Strianse
4/23/14	New Beg. Annex (Macopin)	02001-02004	Brian McCarter (Supervisor)
4/23/14	Maple Road	03000-03002, 03004, 03005, 03006, 03030, 03032, 03036, 03037, 03330, 03332, 03333, 03048, 03998, 03999	William Kane
4/23/14	U.G.L.	06000-06002, 06004-06008, 06011, 06046	Matthew Strianse
4/24/14	New Beg. Annex (Maple Road)	02001-02004	Brian McCarter (Supervisor)
4/25/14	Westbrook	07000-07002, 07004-07009, 07031, 07032	Siobhan Tauchert
4/25/14	Marshall Hill	04000, 04001, 04004, 04005, 04007, 04009, 04010, 04011	Michael McCormick
4/24/14	Paradise Knoll	05000-05005, 05031, 05040, 05041	Jennifer Miller

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

13. (Continued)

- | <u>Date</u> | <u>School</u> | <u>Route Numbers</u> | <u>Principal/Supervisor</u> |
|-------------|-----------------------------|-----------------------|--------------------------------|
| 4/22/14 | Apshawa School | 01002-01008,
01047 | Stephanie Primavera |
| 4/22/14 | New Beg. Annex
(Apshawa) | 01010 | Brian McCarter
(Supervisor) |
14. The recommendation of the Superintendent to approve a transportation bus trip request for **ST. CATHERINE OF BOLOGNA CHURCH**, Ringwood, New Jersey, to transport youth group students to Six Flags Great Adventure, Jackson, New Jersey, on Sunday, May 18, 2014, at the out-of-county field trip transportation rate of \$40.00 per hour.
15. The recommendation of the Superintendent to approve the renewal of a **PUPIL TRANSPORTATION CONTRACT** for **IN-DISTRICT COMBINATION ROUTES**, per Bid Code 08-10, taken on July 15, 2008, with **ARTHUR JORDAN TRANSPORTATION, INC.**, Butler, New Jersey, for 22 routes: 11 Macopin/High School; six (6) Apshawa; four (4) Maple Road; and one (1) Westbrook, for the 2014-2015 school year, effective September 1, 2014, through June 30, 2015, at the C.P.I. increase of 1.69%, for a total per diem cost of \$3,608.00, and an annual total cost of \$649,440.00. (Individual routes and costs are attached to the official minutes of this meeting.)
16. The recommendation of the Superintendent to approve the award of a contract for the purchase of two (2) 2015 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, School Bus Bid #MRESC 13/14-24 (bid term 12/2/13-12/1/14), at a cost of \$84,114.74 per bus, for a total purchase price of \$168,229.48, and to finance said purchase through **MUNICIPAL CAPITAL FINANCE**, Allentown, Pennsylvania, with a five (5) year lease/purchase term. (Documentation provided electronically.)
17. The recommendation of the Superintendent to approve the award of a contract for the purchase of three (3) 2015 24-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, School Bus Bid #MRESC 13/14-24 (bid term 12/2/13-12/1/14), at a cost of \$53,979.91 per bus, for a total purchase price of \$161,939.73, and to finance said purchase through **MUNICIPAL CAPITAL FINANCE**, Allentown, Pennsylvania, with a five (5) year lease/purchase term. (Documentation provided electronically.)
18. The recommendation of the Superintendent to approve the award of a contract for the purchase of two (2) 2014 Ford F-350 Trucks, to **BEYER FORD OF MORRISTOWN** (d/b/a Beyer Fleet), Morristown, NJ (Contract #15-C, Utility Vehicles, Item #8A) through our participating membership with the **MORRIS COUNTY COOPERATIVE PRICING COUNCIL** (contract period 11/1/13-10/31/14), for a total purchase price of \$81,147.00, and to finance said purchase through **MUNICIPAL CAPITAL FINANCE**, Allentown, Pennsylvania, with a five (5) year lease/purchase term. (Documentation provided electronically.)

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

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

WHEREAS, the Township of West Milford and the West Milford Board of Education are co-owners of the Wallisch Homestead, a 95-acre historic farm located at 65 Lincoln Avenue; and

WHEREAS, the Friends of Wallisch Homestead is a local organization of volunteers dedicated to preserving this historic homestead and has presented to the Township and the Board a report dated March 10, 2014, outlining required repairs/improvements to the Homestead; and

WHEREAS, to finance these repairs as well as generate additional community support, the Friends of Wallisch has proposed a series of events at the Homestead, said events being listed in the May 10, 2014, report; and

WHEREAS, the Township and the Board are co-owners of the property, it is necessary to provide permission for these events to be located on the Homestead; and

NOW, THEREFORE, BE IT RESOLVED that the Friends of Wallisch Homestead are hereby granted permission to perform the repairs as outlined in their report dated March 10, 2014, subject to the approval of the Township Construction Official and his designees.

BE IT FURTHER RESOLVED that the events listed in said report are hereby endorsed as official Board of Education events and those volunteering at these events as well as the designated repair activities are recognized as volunteers of the Township and the Board to be provided with whatever accident insurance protection that is provided to other volunteers participating in official Township events.

BE IT FURTHER RESOLVED that the Business Administrator shall provide an official copy of this Resolution to the Friends of Wallisch Homestead and appropriate Township officials for their implementation.

20. The recommendation of the Superintendent to approve a **GRANT OF CONSERVATION RESTRICTION/EASEMENT** to Ramapo College of New Jersey for wetlands mitigation the Wallisch property and authorize the Board President to sign the said deed.
21. The recommendation of the Superintendent to authorize the **SALE OR DISPOSAL OF SURPLUS GYM EQUIPMENT** from the High School weight room, no longer needed for school purposes. (Documentation to be provided electronically.)
22. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Operations and Business Office Staff at the mileage rate established by the Board. (Documentation provided electronically.)
23. The recommendation of the Superintendent to accept the **DONATION** of a Portable PA System, valued at approximately \$900.00 from the Marshall Hill PTA to the Marshall Hill School.

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

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. O'Brien	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

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

- 24. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **April 29, 2014**, in the amount of \$2,482,140.69. (Documentation provided electronically.)

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes*	Mrs. O'Brien	Yes	Mrs. Schultz	Yes

*Mr. Conlon abstained on payments to himself or his family.

The **MOTION PASSED** unanimously.

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

- 25. The recommendation of the Superintendent to approve the **PAYROLL** of **March 31, 2014**, and **April 11, 2014**, in the amount of \$4,064,041.40. (Documentation provided electronically.)

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Abstained	Mrs. O'Brien	Yes	Mrs. Schultz	Yes

The **MOTION PASSED:** 8 Yes; 1 Abstention

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

- 26. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **April 29, 2014:**

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

26. (Continued)

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 **2013-2014** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$353,439.25.

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. O'Brien	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

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

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

WHEREAS, the Agenda file of **April 29, 2014**, 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:

\$7,245,489.63 as of February 28, 2014; therefore

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

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

RESOLVED, that the Board certify as of February 28, 2014, 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.

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

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	Yes	Mr. Richards	Yes
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. O'Brien	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 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 Mr. Conlon, to approve the following agenda items: (Items #3 and #23 were replaced with Item #38.)

1. The recommendation of the Superintendent to approve the resignation, with regret, of **ERICA BOWLER**, 0.5 Special Class Aide, Maple Road School, effective May 16, 2014, for the purpose of retirement.
2. The recommendation of the Superintendent to approve the resignation, with regret, of **CATHERINE CAHIR**, Head Cook/Manager, Maple Road School, effective July 1, 2014, for the purpose of retirement.
4. The recommendation of the Superintendent to accept the resignation, with regret, of **JAMES DRANSFIELD**, Physical Education/Health Teacher, High School, effective June 30, 2014, for the purpose of retirement.
5. The recommendation of the Superintendent to accept the resignation, with regret, of **ROBERT GEBA**, Mathematics Teacher, High School, effective June 30, 2014, for the purpose of retirement.
6. The recommendation of the Superintendent to accept the resignation, with regret, of **JANNA KASARJIAN**, English as a Second Language (ESL) Teacher, District-wide, effective July 1, 2014, for the purpose of retirement.
7. The recommendation of the Superintendent to accept the resignation, with regret, of **SUSAN KRATOCHVIL**, Resource Center Teacher, Macopin School, effective June 30, 2014, for the purpose of retirement.
8. The recommendation of the Superintendent to accept the resignation, with regret, of **EILEEN POLCARI**, Nurse, Maple Road School, effective June 26, 2014, for the purpose of retirement.

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

9. The recommendation of the Superintendent to accept the resignation, with regret, of **ANNA MARKOVICH**, Physical Education/Health Teacher, Macopin School, effective June 30, 2014, for the purpose of retirement.
10. The recommendation of the Superintendent to accept the resignation, with regret, of **JANICE SIVERTSEN**, Music Teacher, High School, effective July 1, 2014, for the purpose of retirement.
11. The recommendation of the Superintendent to accept the resignation, with regret, of **CATHY SCHOPP**, World Language Teacher, Macopin/High School, effective July 1, 2014, for the purpose of retirement.
12. The recommendation of the Superintendent to approve the resignation, with regret, of **PHILIP WARD**, Dispatcher, Transportation, effective June 26, 2014, for the purpose of retirement.
13. The recommendation of the Superintendent to terminate the employment of **SHIRLEY SEIGEL**, SUV Driver, Transportation, retroactive from April 25, 2014.
14. The recommendation of the Superintendent to approve the appointment of **AMANDA KOHLSAAT**, Long Term Substitute Kindergarten Teacher, Maple Road School (PC#99.03.00.BKR), at the per diem rate of \$150.00, without health benefits, retroactive from April 21, 2014, through employee's return to work, per Board of Education/WMEA Agreement. (Replaces Darling) Account: 11-130-100-101-10-103

NOTE: The duration of this position is based on the date of the employee's return to work.
15. The recommendation of the Superintendent to approve the appointment of **KIRA WORLEY**, Long Term Substitute Mathematics Teacher, Macopin School (PC#99.08.00.BJH), at the per diem rate of \$150.00, without health benefits, effective May 5, 2014, through June 25, 2014, per Board of Education/WMEA Agreement. (Replaces Murphy) Account: 11-130-100-101-10-10-103

NOTE: The duration of this position is based on the date of the employee's return to work.
16. The recommendation of the Superintendent to approve the appointment of **SHANNON SNURE**, Special Class Aide, Paradise Knoll School (PC#60.05.S5.AUU), at the annual salary of \$23,581.00 (Step 1), to be prorated, with health benefits, effective April 30, 2014, through June 30, 2014, per Board of Education/WMTAA Agreement. (New Position) Account: 11-190-100-106-10-10-000
17. The recommendation of the Superintendent to approve an extension to the appointment of **NICHOLAS PADOVANI**, Social Worker, District-wide (PC#99.03.00.BVZ, 99.06.00.BWA), at the hourly rate of \$38.89, not to exceed \$2,041.50, without health benefits, retroactive from April 21, 2014. Account: 11-000-219-104-10-10-142

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

18. The recommendation of the Superintendent to approve the appointment of **KATE FOESTER**, School Bus/Van Driver, Transportation (PC#25.18.T1.BFI), at the annual salary of \$18,270.72, to be prorated, without health benefits, retroactive from April 1, 2014, through June 30, 2014, per Board of Education/WMBDA Agreement. (Replaces Swalling) Account: 11-000-270-160-10-10-000

19. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/COACHES/NURSES/SPECIAL PROJECTS** for the 2013-2014 school year effective April 30, 2014, through June 30, 2014:

- CATHERINE CLINTON** (Teacher)
- VICTOR CONTI** (Teacher)
- NATARI EASTER** (Teacher)
- THOMAS FETT** (Teacher)
- JAMIE HAMMELL** (Teacher)
- ELEANOR HARMAN** (Teacher)
- TONI PUZIO** (Teacher)
- TAMMY STOUTHAMER** (Teacher)

20. 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/SACC AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS** for the 2013-2014 school year, effective April 30, 2014, through June 30, 2014:

- KRISTINE ARCINIEGA** (Secretary, Building Aide, Cafeteria Aide, Special Class Aide)

21. The recommendation of the Superintendent to approve the **TRANSFER OF ASSIGNMENT** for **PENELOPE PAVLOPOULOS**, from Special Class Aide, High School, to Special Class Aide, Maple Road (PC#60.03.S5.BVG), retroactive from April 22, 2014, through June 25, 2014. (New Position) Account: 11-213-100-106-10-10-000

NOTE: To accommodate a change in student Individual Education Program (IEP).

22. The recommendation of the Superintendent to approve an extension to a leave of absence for **SUSAN FOWLER**, Cafeteria Kitchen Worker, Macopin School, without pay, retroactive from April 15, 2014, through June 30, 2014. (Medical)

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

24. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (January 2014)**, to a leave of absence under the Family Medical Leave Act, for **SHARON JENSEN**, Grade 2 Teacher, Paradise Knoll School, without pay retroactive from **April 21, 2014, through June 26, 2014**. (Maternity/Child Rearing)

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

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

- 25. The recommendation of the Superintendent to approve the settlement agreement for **S.R.** in the amount of \$3,125.00, per Board of Education/WMEA Agreement.
- 26. The recommendation of the Superintendent to approve a student activity/account bookkeeping stipend for **PATRICIA SCHMICKER**, Principal's Secretary, Macopin School, in the amount \$2,500.00, for the 2013-2014 school year, at no cost to the district.
- 27. The recommendation of the Superintendent to approve the following **MENTOR TEACHER PAYMENT** for the 2013-2014 school year:

<u>Provisional Teacher</u>	<u>Mentor Payment</u>	<u>Mentor Teacher</u>
CHARLENE PAPPAS	\$366.66	Katie Bonforte

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

- 28. The recommendation of the Superintendent to approve the following **STUDENT INTERN** for the 2014-2015 school year at no cost to the district:

<u>Student Teacher</u>	<u>College</u>	<u>Subject/Grade</u>
LAURA BYRNES	William Paterson	Guidance, High School

- 29. The recommendation of the Superintendent to approve the following staff member and stipend for the **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENT, DISTRICT ARTS FESTIVAL** for the 2013-2014 school year - Account: 11-401-100-110-10-10-000:

<u>Staff Member</u>	<u>Assignment</u>	<u>Stipend (not to exceed)</u>
ANDREA KOZLOWSKI	Music Teacher	\$275.00

- 30. The recommendation of the Superintendent to approve the following **NURSES/ATC CERTIFIED PERSONNEL and CLERICAL SERVICES** for the 2014-2015 school year for **STUDENT ACTIVITY ATHLETIC FALL PHYSICALS**, not to exceed 4 hours per night (12 total hours), effective June 2, 9 & 13, 2014, per Board of Education/WMEA Agreement - Account: 11-402-100-104-10-10-000:

<u>Employee</u>	<u>Position</u>	<u>Hourly Rate</u>
BRENDAN BYRNES	ATC Certified	\$33.00
ANDREA JONES	ATC Certified	\$33.00
SUE MAURER	ATC Certified	\$33.00
CONSTANCE KILROY	Nurse	\$33.00
LISA KNATZ	Nurse	\$33.00
CATHY SANTONACITA	Nurse	\$33.00
PAMELA FENNING	Clerical	\$21.28
STEPHANIE FRESCHI	Clerical	\$21.28

NOTE: Margaret Barker and Jodi Wundrack will be substitute clerical, if needed, at the same hourly rate.

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

31. The recommendation of the Superintendent to approve the following **AFTER SCHOOL CLUBS and ADVISORS** for the 2013-2014 school year at the contracted hourly rate of \$28.00, per Board of Education/WMEA Agreement:

<u>Advisor</u>	<u>Club</u>	<u>School</u>	<u>Hours</u>	<u>Stipend</u>
JOHANNA ARCHER	LEGO	UGL	6	\$168.00
SUSAN MORRIS	LEGO	UGL	6	\$168.00
CHRISTINE WITT	LEGO	UGL	6	\$168.00
MARTHA COOK	Build Your Skills	Paradise Knoll	12	\$336.00

NOTE: The above clubs are funded through the PTA.

32. The recommendation of the Superintendent to approve the following **VOLUNTEERS** to the **STUDENT ACTIVITY PROGRAMS** for the 2013-2014 school year:

<u>Name</u>	<u>School</u>	<u>Assignment</u>
SHARON PIECUCH	High School	Spring Track
TAYLOR PEVNY	High School	Baseball
RICHARD WIRTH	Marshall Hill	LU Program

NOTE: The district will reimburse for the process of volunteers.

33. The recommendation of the Superintendent to establish an additional position of **ADMINISTRATIVE ASSISTANT TO THE SUPERVISOR OF TRANSPORTATION**, Transportation Office.

34. The recommendation of the Superintendent to approve the following changes to **JOB DESCRIPTIONS:** (Documents provided electronically.)

School Accountant (New)
Head Accounting Clerk (Abolish)

35. The recommendation of the Superintendent to approve the following **SUMMER CUSTODIAL STUDENT INTERNS**, effective July 1, 2014, through August 29, 2014, at an hourly rate of \$8.25 - Account: 11-000-262-110-10-10-700:

DOHM, WILLIAM	KREUTZ, COREY
GUTHRIE, CARTER	LOMBARDO, JUSTIN
KAPS, KYLE	VANDERBECK, MARK

36. The recommendation of the Superintendent to approve the following **SUMMER MAINTENANCE INTERNS** from June 1, 2014, through August 29, 2014, at an hourly rate of \$10.00 - Account: 11-000-262-110-10-10-700

ANTONIO LOMBARDO
SEAN O'CALLAGHAN

- (37.) The recommendation of the Superintendent to accept the resignation, with regret, of **MICHAEL BLAKELY**, Physical Education/Health Teacher, High School, effective June 30, 2014, for the purpose of retirement.

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

- (38.) The recommendation of the Superintendent to accept the resignation, with regret, of **EILEEN COTTINGHAM**, Guidance Secretary, Macopin School, effective June 1, 2014, for the purpose of retirement.
- (39.) The recommendation of the Superintendent to accept the resignation, with regret, of **THERESA DOBIES**, Learning Disabilities Teacher/Consultant, District-wide, effective July 1, 2014, for the purpose of retirement.
- (40.) The recommendation of the Superintendent to accept the resignation, with regret, of **CYNTHIA VELTRI**, Social Worker, District-wide, effective July 1, 2014, for the purpose of retirement.
- (41.) The recommendation of the Superintendent to approve a leave of absence under the Family Medical Leave Act for **EILEEN COTTINGHAM**, Guidance Secretary, Macopin School, without pay effective May 13, 2014, through June 1, 2014. (Medical)

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

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	Yes	Mr. Richards	Yes*
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. O'Brien	Yes	Mrs. Schultz	Yes

*Mr. Richards voted no on #26.

The **MOTION PASSED**.

XV. EDUCATION - Mrs. Marilyn Schultz, Chairperson

Motion by Mrs. Schultz, seconded by Mr. Babbitt, to approve the following agenda items #1 through #7 and #9: (Item #8 was acted upon after Executive Session.)

- 1. The recommendation of the Superintendent to approve a **DUAL ENROLLMENT AGREEMENT WITH FAIRLEIGH DICKINSON UNIVERSITY** and our Creative Writing English course for the spring semester 2014. The cost for the 3-credit course is \$220 per student.
- 2. The recommendation of the Superintendent to approve the **2014-2015 SCHOOL CALENDAR VERSION #3**. (Calendars provided electronically.)
- 3. The recommendation of the Superintendent to approve the following **FIELD TRIP LOCATIONS** not listed on the Board-Approved Field Trip Destination List dated May 21, 2013.

Pax Amicus Theater, Budd Lake, New Jersey

XV. EDUCATION - Mrs. Schultz, Chairperson - Continued

4. The recommendation of the Superintendent to approve **an amendment to a previously approved motion (February 2014)** for the following **HIGH SCHOOL FIELD TRIP** for the 2013-2014 school year:

SPRING GIRLS TRACK AND FIELD TEAM

Purpose of Trip: Penn Relays
Location: Philadelphia, Pennsylvania
Dates of Trip: April 23-25, 2014
Number of Students: 8
Cost of Trip to Students: \$125.00 without nurse
(\$700.00 with nurse)
Name of Advisor: Michael Rose
Number of School Days Missed: 2
Number of Chaperones: 2
COST TO DISTRICT: \$1,200.00 SCHOOL BUS TRANSPORTATION

NOTE: CHAPERONE AND STUDENT FEES ARE INCLUDED IN THE TOTAL COST OF THE TRIP.

5. The recommendation of the Superintendent to approve the following **HIGH SCHOOL OVERNIGHT FIELD TRIP** for the 2013-2014 school year:

DECA

Purpose of Trip: Academic Business Competition
Location: Atlanta, Georgia
Dates of Trip: May 2-7, 2014
Number of Students: 2
Cost of Trip to Students: \$1,200.00
Name of Advisor: Jessica DellaPenna
Number of School Days Missed: 4
Number of Chaperones: 2 (West Milford is partnering with Ridgewood School District and staff members will serve as co-advisors on this trip.)
Cost to District: None

NOTE: All transportation, chaperone, and student fees are included in the total cost of the trip. There is no additional cost to the Board.

6. The recommendation of the Superintendent to approve the following **HIGH SCHOOL OVERNIGHT FIELD TRIP** for the 2014-2015 school year:

Purpose of Trip: Basketball Competition
Location: Orlando, Florida
Dates of Trip: December 26-31, 2014
Number of Students: 15
Cost of Trip to Students: \$2,100.00
Name of Advisor: John Finke
Number of School Days Missed: 0
Number of Chaperones: 2
Cost to District: \$500.00 Tournament Fee

NOTE: All transportation, chaperone, and student fees are included in the total cost of the trip.

XV. EDUCATION - Mrs. Schultz, Chairperson - Continued

- 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.)
- (9.) The recommendation of the Superintendent to approve the following **FIELD TRIP LOCATION** not listed on the Board-Approved Field Trip Destination List dated May 21, 2013.

Casa Bianca, Oak Ridge, New Jersey

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	Yes	Mr. Richards	Yes*
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes*	Mrs. O'Brien	Yes	Mrs. Schultz	Yes

*Mr. Conlon abstained on Item #6.

The **MOTION PASSED**.

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 **abolish** the **POLICY** entitled, "Community Education." (Code #2452)
- 2. The recommendation of the Superintendent to approve the First Reading of a revised **POLICY** entitled, "Organizational Chart." (Code #1110) (Documentation provided electronically.)

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	Yes	Mr. Richards	Yes*
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. O'Brien	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

XVII. SPECIAL COMMITTEES/LIAISON REPORTS

Parks & Recreation - Mr. Conlon reported that the committee is making a presentation on May 7 to possibly have a joint effort to install a second turf field. The search for a Recreation Director has not started.

Safety - Mrs. O'Brien reported that a representative from Northeast Communications spoke to the Committee regarding the improvement of radio communications between the Township and the Board.

XVII. SPECIAL COMMITTEES/LIAISON REPORTS - Continued

Superintendent's Roundtable - Mrs. Koepp reported that Mr. El-Tayib, District Systems Operations Manager, attended the meeting to provide a presentation on the virtual backpack. Mrs. McQuaid provided a report on the allergy policy.

Passaic County School Boards Association/New Jersey School Boards Association/Legislative - Mr. Gottlieb presented a plaque to the Board received from NJSBA.

Technology Oversight - Mrs. Koepp/Mrs. Richards/Mrs. Schultz - There was no report.

West Milford Education Foundation - Mrs. O'Brien reported on the Taste of the Highlands. There will be a 50/50 raffle and a display of our student's artwork.

Township/Board of Education Joint Committee - Mr. Richards/Mr. Gottlieb/Mrs. Richards/Mrs. Koepp - Mr. Gottlieb expressed his disappointment that he had read in the newspaper that the Joint Committee he envisioned would not happen. It is a disappointment to the people of the community.

XVII. OLD BUSINESS

There was no old business.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XVIII. NEW BUSINESS

There was no new business.

Motion by Mr. Conlon, seconded by Mr. Richards, 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.

There were no members of the public wishing to speak.

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

VOICE VOTE: All in Favor. MOTION PASSED.

Minutes for the Regular/Public Budget Hearing Meeting of April 29, 2014

At 10:09 p.m., Mr. Conlon made a motion, seconded by Mr. Richards, to go into Executive Session.

VOICE VOTE: All in Favor. MOTION PASSED.

The Board returned to the public session at 11:01 p.m.

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 **April 29, 2014**; 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>
2014/E-20	Unsubstantiated
2014/E-21	Unsubstantiated
2014/E-22	Unsubstantiated
2014/H-21	Unsubstantiated
2014/H-22	Unsubstantiated
2014/H-23	Unsubstantiated
2014/H-24	Unsubstantiated
2014/H-25	Unsubstantiated

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Babbitt	Yes	Mr. Gottlieb	Yes	Mr. Richards	Yes*
Mr. Bailey	Yes	Mrs. Koeppe	Yes	Mrs. Richards	Yes
Mr. Conlon	Yes	Mrs. O'Brien	Yes	Mrs. Schultz	Yes

The **MOTION PASSED** unanimously.

XX. ADJOURNMENT

Motion by Mr. Conlon, seconded by Mrs. Schultz, to adjourn the meeting at 11:02 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary/Business Administrator