

**WEST MILFORD TOWNSHIP BOARD OF EDUCATION**  
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**BOARD OF EDUCATION**  
**MINUTES**  
**REGULAR MEETING**  
**MARCH 1, 2016 (Rescheduled from February 23, 2016)**

Mr. James Foody, called to order the Regular Meeting of the Board of Education at 7:20 p.m. on March 1, 2016. He led the flag salute, read the Open Public Meetings Act Statement, and asked for a moment of silence to remember the three victims and 14 wounded in the recent series of shootings in Kansas. Mr. Foody reminded everyone in attendance to silence or turn off their cell phones and note the locations of the emergency exits.

**OPEN PUBLIC MEETINGS ACT STATEMENT**

In accordance with the provisions of the Open Public Meetings Act, a public notice of this meeting has been sent to Board Members, all district schools, the Herald News, the Trends, the Record, 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. 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:**

<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>
Mr. Bailey	Present/Arr. 7:57 p.m.	Mrs. Dwyer	Present	Mrs. O'Brien	Absent
Mr. Devor	Present	Mr. Foody	Present	Mr. Robbins	Absent
Mr. Drew	Present	Mr. Huber	Present	Mrs. Schultz	Present

<b>ADMINISTRATION</b>	<b>POSITION</b>	<b>ATTENDANCE</b>
Mr. Anthony Riscica	Interim Superintendent of Schools	Present
Ms. Barbara Francisco	Board Secretary/Business Administrator	Present
Mr. Daniel Novak	Director of Education	Present
Dr. Elizabeth McQuaid	Director of Special Services	Present
Joseph Roselle, Esq.	Board of Education Attorney	Present
Matthew Ventrella	Student Representative	Present

There were approximately 30 members of the public in attendance.

Minutes for the Regular Meeting of March 1, 2016

VI. EXECUTIVE SESSION RESOLUTION

Motion by Mr. Devor, seconded by Mrs. Dwyer, to approve the following Resolution:

**RESOLVED**, that the Board go into Executive Session at 9:00 p.m. for approximately 60 minutes for the purpose of discussing the superintendent search, personnel, HIB's, negotiations 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 - Mr. Anthony Riscica

- Mr. Riscica spoke about tonight's dress rehearsal for the High School musical, "Young Frankenstein." The high school is hosting between 250-300 senior citizens for dinner and a show.
- Matthew Ventrella, Student Representative, spoke about tonight's dinner and show. He also spoke about the Interact Club hosting the Cinderella Project, and the senior prom is in the final planning stages. He reported that 22 students qualified and one student earned All State Band honors and the girls' basketball team is going into the second round of the State tournament. Matthew gave his sincerest condolences to the Laba family from the student body. Have a great month and great St. Patrick's Day.
- Mr. Riscica began his report by speaking about the corrective action plan that had to be developed since the district did not meet the 95% participation rate for PARCC testing. PARCC will be used as a baseline to measure student performance. This test needs to be taken more seriously. Mr. Riscica provided the Board members with copies of the subgroup report. West Milford is the only district in Passaic County that has all "No's". Mr. Riscica spoke candidly about the necessity for students to take the PARCC test. In 2020, it will be required for students to pass PARCC in order to graduate.

Mr. Devor responded to Mr. Riscica's comments. He stated that the Governor signed a bill stating State School Aid cannot be withheld due to lack of participation.

VIII. EDUCATION REPORT - Mr. Daniel Novak

- Dr. Cynthia Pritchett and Daniel Novak provided a presentation on the PARCC test results. Dr. Pritchett reported information on the results of West Milford students compared to the State average. The overall refusal rate is 35.8%.

The Board members asked questions about the information. Dr. Pritchett is offering a series of informational sessions. Mr. Novak would like to see valid results and that will only happen if most of our students take the test.

Mr. Riscica explained that the State has banks of informational data.

**Minutes for the Regular Meeting of March 1, 2016**

**VIII. EDUCATION REPORT - Mr. Daniel Novak - Continued**

Mr. Drew commented on the reason for assessment and the importance of taking this test.

Mr. Foody explained his reason for opting out of testing for his child last year. He is encouraging everyone to take it this year.

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

Motion by Mrs. Dwyer, seconded by Mr. Devor, to approve the following Board of Education meeting minutes:

- January 5, 2016 Reorganization Meeting
- January 5, 2016 Executive Session
- January 19, 2016 Workshop/Special Action Meeting
- January 19, 2016 Executive Session
- January 26, 2016 Regular Meeting
- January 26, 2016 Executive Session
- January 27, 2016 Special Meeting
- January 27, 2016 Executive Session
- January 28, 2016 Special Meeting
- January 28, 2016 Executive Session

**VOICE VOTE:**

**All in Favor.**

**MOTION PASSED.**

**X. LEGAL REPORT**

The legal report was provided in Executive Session.

**XI. PRESIDENT'S REPORT - Mr. James Foody**

Mr. Novak spoke about a digital citizenship parent event. He has asked for donations in order to purchase five (5) Chrome Books to be raffled off at the event.

Mr. Foody spoke about the PRIDE Rummage Sale in April. He also spoke about the Solar Study. The structural analysis has been completed. Only the High School is eligible.

Mr. Foody spoke about his conversation with Luke Schlott about sustainable West Milford. Solar panels at the Wallisch property was discussed. Mr. Foody will discuss this with the Town Council.

The Superintendent Evaluation goals have been completed for NJSBA. Mr. Foody spoke about phone calls that he has been receiving regarding HIB's. He asked staff members to help with student concerns. He also spoke about the irresponsible posts on the West Milford Moms Facebook page.

**Minutes for the Regular Meeting of March 1, 2016**

**XII. 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 for Special Action 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.

Tracy Huber spoke about bullying and the district administration's response.

Gioella Niosi, an 8<sup>th</sup> Grade student, spoke about her experience of being bullied at Macopin School.

Mr. Riscica responded to the student. He was unaware of some of the bullying that occurred on the school bus or school grounds.

Pam Berg spoke about her son being bullied.

Debbie LaRusso spoke about PARCC. She agreed with Mrs. Dwyer. She feels that parents did not know the answers for many questions and last year's reaction was lack of "PR" and bad information. She is concerned about how you reach the kids and let them take it seriously.

Mr. Riscica responded to her concerns.

Mrs. Dwyer explained the social media apps that students are downloading. Some of the information has been taken down. All of it was anonymous.

Mr. Riscica responded to this information.

A parent spoke about her daughter being bullied last year. She spoke about contacting the administration and that nothing else has been done.

Mr. Huber offered a motion, seconded by Mrs. Dwyer, to delay Executive Session until 10:00 p.m. and extend the meeting to 11:00 p.m.

**VOICE VOTE: All in Favor. MOTION PASSED.**

Mr. Riscica commented on the information that was talked about during Petitions and Requests. He encouraged everyone to reach out with questions and concerns.

Mr. Drew commented on the legal definition of HIB from the State of New Jersey.

Mr. Foody commented on the information received during Petitions and Requests.

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

**VOICE VOTE: All in Favor. MOTION PASSED.**

Minutes for the Regular Meeting of March 1, 2016

XIII. MOTION BY MRS. SCHULTZ, SECONDED BY MRS. DWYER, TO ADOPT THE AGENDA, AS AMENDED.

VOICE VOTE: All in Favor. MOTION PASSED.

XIV. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mrs. Schultz, to approve the following agenda items: (Item #9 was pulled. To be acted upon after Executive Session.)

1. The recommendation of the Superintendent to adopt the following resolution proclaiming March 2016 as **MUSIC IN OUR SCHOOLS MONTH**:

**WHEREAS**, the study of music contributes to young people's development through heightened skills in listening, reading, self-expression, and creativity; and

**WHEREAS**, music education in the schools includes a broad range of types of music and active musical experiences; and

**WHEREAS**, music and the other arts significantly enhance the morale and quality of the school environment; and

**WHEREAS**, it is the stated objective of the public school to prepare children for a productive role in our society; and

**WHEREAS**, NAFME: The National Association for Music Education has designated March as **MUSIC IN OUR SCHOOLS MONTH**, focusing on the theme **"Music Education: Music Inspires!"**

**NOW, THEREFORE**, be it resolved, that the Board of Education of West Milford Township endorses the observance of **MUSIC IN OUR SCHOOLS MONTH** as an opportunity to support the purposes and practices of music education and encourages teachers, parents, students, and all citizens to participate.

The Board of Education of the West Milford School District, for its own part, rededicates itself to the maintenance of a music education program that will be relevant to the needs of the children placed in its care and will reach and positively influence each child and that this resolution be spread upon the minutes of the public meeting of the West Milford Board of Education held on February 23, 2016.

2. The recommendation of the Superintendent to adopt the following resolution proclaiming March 2016 as **YOUTH ART MONTH**:

**WHEREAS**, art education contributes powerful educational benefits to all elementary and secondary students including the following:

- \* art education develops students' creative problem solving and critical thinking abilities;
- \* art education teaches sensitivity to beauty, order, and other expressive qualities;
- \* art education gives students a deeper understanding of world cultures, values, and beliefs;

XIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

2. (Continued)

- \* art education reinforces and brings to life what students learn in other subjects; and
- \* art education integrates student learning in art production, art history, art criticism and aesthetics, philosophy; and

**WHEREAS**, our national leaders have acknowledged the necessity of including arts experiences in all students' education;

**THEREFORE, BE IT RESOLVED** that support should be given to art educators as they attempt to strengthen art education in their schools and communities;

**NOW, THEREFORE**, it is proclaimed that March be observed as **YOUTH ART MONTH** focusing on the theme, "**Disney Art!**" in the schools of the West Milford Township School District, and that this resolution be spread upon the minutes of the public meeting of the West Milford Board of Education held on February 23, 2016.

- 3. The recommendation of the Superintendent to approve the addition of **CILANTRO RESTAURANT**, New York, New York, to the list of Board approved **FIELD TRIP LOCATIONS** for the 2015-2016 school year.
- 4. The recommendation of the Superintendent to approve the following **HIGH SCHOOL OVERNIGHT FIELD TRIPS** for the 2015-2016 school year:

**GIRLS TRACK AND FIELD**

Purpose of Trip: Penn Relays

Location:	Plymouth Meeting, Pennsylvania
Dates of Trip:	April 27-28, 2016
Number of Students	8-12
Cost of Trip to Students:	\$409.00 for 8 students; \$290.00 for 12 students
Name of Advisor:	Sharon Piecuch
Number of School Days Missed:	1
Number of Chaperones:	2
Cost to District:	\$1,100.00 school bus transportation

NOTE: Lodging and student fees are included in the total cost of the trip.

**BOYS TRACK AND FIELD**

Purpose of Trip: Penn Relays

Location:	Cherry Hill, New Jersey
Dates of Trip:	April 28-30, 2016
Number of Students	8-10
Cost of Trip to Students:	\$720.00 for 8 students; \$610.00 for 10 students
Name of Advisor:	Arthur Joecks
Number of School Days Missed:	1
Number of Chaperones:	2
Cost to District:	\$1,200.00 school bus transportation

Minutes for the Regular Meeting of March 1, 2016

XIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

4. (Continued)

NOTE: Lodging and student fees are included in the total cost of the trip.

- 5. The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** for the 2015-2016 school year (tuition pro-rated):

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1 Student #67346	\$63,853.20	Lakeview Learning Center Wayne, New Jersey

- (6.) The recommendation of the Superintendent to approve a **1:1 NURSING SERVICES CONTRACT** with **Bayada** for extraordinary services at \$51.00 per hour beginning February 23, 2016, through June 30, 2016, per student's IEP. (#67407)

- 7. The recommendation of the Superintendent to approve the following **CHANGE TO THE SECONDARY PROGRAM** for the 2016-2017 school year:

<u>Name of Course</u>	<u>Type of Change</u>
Chemistry B, High School	New Course

- 8. 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:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mrs. Dwyer	Yes	Mrs. O'Brien	Absent	Mr. Robbins	Absent
Mr. Bailey	Yes	Mrs. Schultz	Yes	Mr. Devor	Abstained
Mr. Drew	Yes	Mr. Huber	Yes	Mr. Foody	Yes

The **MOTION PASSED:** 6 Yes; 1 Abstention

XV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Steven Drew, Chairperson

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

- 1. The recommendation of the Superintendent to authorize the Business Administrator to solicit **REQUESTS FOR PROPOSALS** for Food Service Management Companies for the 2016-2017 school year.
- 2. The recommendation of the Superintendent to award a contract to **KBD CONSTRUCTION**, Elmwood Park, New Jersey, to prime and paint the walls and ceiling in the Macopin School Stem Lab in the amount of \$5,580.00.

NOTE: Work to be completed during spring recess.

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

- 3. The recommendation of the Superintendent to award a contract to **KBD CONSTRUCTION**, Elmwood Park, New Jersey, to level the floor, install (3) floor ramps and epoxy paint the entire floor in Macopin School Stem Lab in the amount of \$10,866.00.

NOTE: Work to be completed during spring recess.

- 4. The recommendation of the Superintendent to award a contract to **KENCORE, INC.**, West Chester, Pennsylvania, to perform a comprehensive upgrade to the elevator in the West Milford High School due to age and malfunction in the amount of \$38,909.00.
- 5. The recommendation of the Superintendent to approve a contract with **BERGEN COUNTY TECHNICAL SCHOOLS**, Hackensack, New Jersey, for 30 hours of technical consulting services at \$100.00 per hour, not to exceed \$3,000.00.
- 6. The recommendation of the Superintendent to approve payments to the following employee(s) for participation in the **HEALTH BENEFITS INCENTIVE** program - Account: 11-000-291-270-10-13-000:

	<u>December 2015</u>	<u>June 2016</u>
<b>CAITLIN HELDER</b>	-0-	\$ 333.34
<b>CARLY HERSCHMAN</b>	-0-	\$ 333.34
<b>JEANETTE JIMENEZ</b>	\$1,000.00	\$1,000.00
<b>CHRISTOPHER JONES</b>	\$1,000.00	\$1,000.00
<b>KATHLEEN MARXEN</b>	\$1,000.00	\$1,000.00
<b>AMY POMEROY</b>	\$1,000.00	\$1,000.00

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

**WHEREAS**, employees #0421 and #1800 are currently on medical leaves of absence; and

**WHEREAS**, the employees' accrued sick leave balance will be exhausted prior to their scheduled return from leave; and

**WHEREAS**, certain staff members have volunteered to donate sick days from their own accrued sick leave balance to the employees, so that they may remain on paid sick leave until their scheduled return or through the end of the current school year, whichever comes first; and

**WHEREAS**, said staff members have agreed that, upon the donation of sick days to the employees, 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 employees as if they were their 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;



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

(7.)(Continued)

**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 employees #0421 and #1800 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

**BE IT FURTHER RESOLVED**, that the accrued sick leave balance of any employee who donates a sick day to employees #0421 and/or #1800 be reduced by an equal number of days, and any donated days shall become the property of employees #0421 and/or #1800, respectively, 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.

(8.) The recommendation of the Superintendent to approve the establishment of a **SUI SAVINGS ACCOUNT and CHECKING ACCOUNT**:

RESOLVED, that the following accounts be designated as depositories (banks) and designated signatories shall be used by the Board for its accounts and records:

Wells Fargo Bank

SUI Trust	Checking Account	2 signatures/#1
SUI Trust Savings	Savings Account	2 signatures/#1

Signatories:

#1 - Board Secretary/School Accountant

NOTE: The District held a SUI certificate of deposit that matured on February 8<sup>th</sup>, 2016. In order to obtain a higher interest rate, the Certificate was not renewed and the proceeds were used to open the above checking and savings accounts.

(9.) The recommendation of the Superintendent to appropriate additional **ARRA/SEMI** revenue in the amount of \$25,907.00 and amend the 2015-2016 budget as follows:

Appropriations

11-000-217-330-10-16-000	Extraordinary Services	\$ 25,907.00
	Special Education	

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

10. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Operations Staff at the mileage rate established by the Board. (Documentation provided electronically.)

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Devor	Abstained	Mrs. Dwyer	Yes	Mr. Bailey	Yes
Mr. Robbins	Absent	Mrs. Schultz	Yes	Mrs. O'Brien	Absent
Mr. Drew	Yes	Mr. Huber	Yes	Mr. Foody	Yes

The **MOTION PASSED:** 6 Yes; 1 Abstention

Motion by Mr. Drew, 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 **March 1, 2016**, in the amount of \$7,244,114.27. (Documentation to be provided electronically.)

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Schultz	Yes	Mrs. Dwyer	Yes	Mr. Bailey	Yes
Mr. Robbins	Absent	Mrs. O'Brien	Absent	Mr. Devor	Abstained
Mr. Drew	Yes	Mr. Huber	Yes*	Mr. Foody	Abstained

\*Mr. Huber abstained on any payments to himself. The **MOTION PASSED.**

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

12. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **March 1, 2016:**

**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 **2015-2016** budget be affirmed and approved. (Document to be provided.)

Total transfers in the amount of \$51,537.00.

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Drew	Yes	Mrs. Dwyer	Yes	Mrs. O'Brien	Absent
Mr. Devor	Yes	Mr. Huber	Abstained	Mr. Robbins	Absent
Mr. Bailey	Yes	Mrs. Schultz	Yes	Mr. Foody	Yes

The **MOTION PASSED:** 6 Yes; 1 Abstention

Minutes for the Regular Meeting of March 1, 2016

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

The following items were withdrawn. No action was taken.

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

**WHEREAS**, the Agenda file of **March 1, 2016** 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:

\$8,122,195.88 as of January 31, 2016, therefore

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

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

**RESOLVED**, that the Board certify as of January 31, 2016, 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.

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

- (15.) The recommendation of the Superintendent to approve an agreement with **PEARSON EDUCATION**, Chandler, Arizona, for **iLit**, an internet-based mobile lesson application pilot, in the amount of \$7,500.00, effective March 7, 2016, through June 30, 2016. Account: 20-231-200-320-10-50-000

**DISCUSSION:** The Board members asked questions about item #15. Mr. Novak responded.

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Robbins	Absent	Mrs. Dwyer	Yes	Mr. Huber	Yes
Mrs. O'Brien	Absent	Mrs. Schultz	Yes	Mr. Devor	Abstained
Mr. Drew	Yes	Mr. Bailey	Yes	Mr. Foody	Yes

The **MOTION PASSED:** 6 Yes; 1 Abstention

Minutes for the Regular Meeting of March 1, 2016

XVI. PERSONNEL/STUDENT AFFAIRS - Mrs. Debbie O'Brien, Chairperson

Please Note: All appointees recommended for employment will meet the New Jersey State law requirements for the criminal history review prior to start date.

Motion by Mrs. Schultz, seconded by Mrs. Dwyer, to approve the following agenda items #1 through #8:

- (1.) The recommendation of the Superintendent to accept the resignation, with regret, of **MARY REINHOLD**, Principal, Macopin School, effective July 31, 2016, for the purpose of retirement.
2. The recommendation of the Superintendent to accept the resignation, with regret, of **JOYCE JANIS**, Special Education Teacher (Resource Center), Paradise Knoll School, effective June 30, 2016, for the purpose of retirement.
- (3.) The recommendation of the Superintendent to accept the resignation, with regret, of **CHRISTINE WITT**, Encore Teacher, Upper Greenwood Lake School, effective December 31, 2016, for the purpose of retirement.
- (4.) The recommendation of the Superintendent to **rescind a previously approved resolution (January 2016)**, for the resignation of **JOHN FITZSIMMONS**, School Bus/Van Driver, Transportation.
5. The recommendation of the Superintendent to approve the appointment of **DANIELLE WATSON**, Special Class Aide (Preschool Disabled), Marshall Hill School (PC# 60.04.S5.CBL), at the annual salary of \$24,273.00 (Step 4)(prorated), with health benefits, retroactive from March 1, 2016, through June 30, 2016, per Board of Education/WMTAA Agreement. (New Position) Account: 11-214-100-106-10-10-000
6. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/ COACHES/NURSES/SPECIAL PROJECTS** for the 2015-2016 school year effective March 2, 2016, through June 30, 2016:  
  
**LINDSAY CARRIERA** (Teacher)  
**MICHELE GALL** (Teacher)  
**KELLY JACOVINO** (Teacher)  
**KELLY LOMBARDO** (Teacher)  
**JENNA MARCOUX** (Teacher)  
**AMANDA VAN SCHAİK** (Teacher)
7. 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/SCHOOL AGE CHILD CARE PROVIDERS/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS** for the 2015-2016 school year effective March 2, 2016, through June 30, 2016:  
  
**LINDSAY HEFFERON** (Special Class Aide)  
**ROBYN HEMPEL** (Cafeteria Aide)  
**MARISSA COLON** (School Age Child Care Provider)  
**JESSICA SPIESS** (Bus Driver)

Minutes for the Regular Meeting of March 1, 2016

**XVI. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued**

- (8.) The recommendation of the Superintendent to approve a **TEMPORARY ASSIGNMENT** for **SCOTT WIENBROCK**, Substitute Encore Teacher, Apshawa School, at the per diem rate of \$150.00, without health benefits, retroactive from February 16, 2016, through March 14, 2016. (Replaces Weren) Account: 11-230-100-101-10-103

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. O'Brien	Absent	Mrs. Dwyer	Yes	Mr. Bailey	Yes
Mr. Robbins	Absent	Mrs. Schultz	Yes	Mr. Devor	Yes
Mr. Drew	Yes	Mr. Huber	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

Motion by Mrs. Schultz, seconded by Mr. Drew, to approve the following agenda items #9 through #17: (The contract for the Supervisor of Transportation was removed from item #17.)

- (9.) The recommendation of the Superintendent to approve a leave of absence for **LYDIA LABA**, Social Studies Teacher, High School, with pay using sick and personal days, retroactive from February 16, 2016, through June 30, 2016. (Medical)

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 for **LINDA VENTRO**, Part-time Custodian, Board Office and Transportation, with pay using sick days, retroactive from February 16, 2016, through June 30, 2016. (Medical)

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

- (11.) The recommendation of the Superintendent to approve an extension to a leave of absence for **ASHLEY BAUMGARTNER**, Grade 2 Teacher, Westbrook School, without pay, effective April 25, 2016, through May 31, 2016. (Maternity/Child Rearing)

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

- (12.) The recommendation of the Superintendent to approve an extension to the appointment of **MAUREEN KELLY**, Long Term Substitute Grade 2 Teacher, Westbrook School (PC#99.07.99.BOG), at the per diem rate of \$150.00, effective April 25, 2016, through April 29, 2016, then at the annual salary of \$53,920.00 (BA/1) (prorated), with health benefits, effective May 2, 2016, through May 31, 2016. (Replaces Baumgartner) Account: 11-120-100-101-10-103

NOTE: The duration of this position is based on the date of the employee's return to work.

Minutes for the Regular Meeting of March 1, 2016

**XVI. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued**

- (13.) The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (January 2016)**, for a leave of absence for **PRANVERA MIRANDA**, Special Education Teacher (Behavioral Disabilities), Highlander Academy, with pay using sick days effective **March 14, 2016, through March 28, 2016, then without pay effective March 29, 2016**, through June 3, 2016. (Maternity/Child Rearing)

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

- (14.) The recommendation of the Superintendent to approve a leave of absence for **VASA SAVOV**, Special Use Vehicle Driver, Transportation, using sick and personal days, retroactive from February 1, 2016, through May 5, 2016, then under the Family Medical Leave Act, without pay, effective May 6, 2016, through June 1, 2016. (Medical)

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

- (15.) The recommendation of the Superintendent to approve a leave of absence for **ABBY PIATTI**, School Bus/Van Driver, Transportation, using sick and personal days, retroactive from February 9, 2016, through February 19, 2016, then under the Family Medical Leave Act, without pay, retroactive from February 20, 2016, through May 20, 2016. (Medical)

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

- (16.) The recommendation of the Superintendent to approve the **INCREASE OF ASSIGNMENT** for **DONNA MUCCIO** from 0.6 Social Worker, Highlander Academy to 1.0 Social Worker, Highlander Academy (PC#90.09.41.BWI), at the annual salary of \$58,670.00 (MA/2) (prorated), with health benefits, retroactive from February 24, 2016, through June 30, 2016, per Board of Education/WMEA Agreement. Account: 11-000-219-104-10-10-142

NOTE: Increase of assignment due to student enrollment.

- (17.) The recommendation of the Superintendent to approve the following **UNAFFILIATED PERSONNEL CONTRACTS** for the 2015-2016 school year, retroactive from July 1, 2015, through June 30, 2016:

<u>Employee</u>	<u>Assignment</u>	<u>Salary</u>
<b>Laurie Klimek</b>	Dispatcher Account: 11-000-270-160-10-10-000	\$35,700.00
<b>Eric Sandve</b>	Supervisor of Buildings & Grounds Account: 11-000-262-110-10-10-000	\$93,386.00

**ROLL CALL VOTE:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mrs. O'Brien	Absent	Mrs. Dwyer	Yes	Mr. Bailey	Yes
Mr. Robbins	Absent	Mrs. Schultz	Yes	Mr. Devor	Yes
Mr. Drew	Yes	Mr. Huber	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

Minutes for the Regular Meeting of March 1, 2016

XVI. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

Motion by Mrs. Schultz, seconded by Mr. Foody, to approve the following agenda items #18 through #31:

(18.) **WHEREAS**, Debra Costello ("Costello") and the West Milford Township Board of Education ("Board") mutually agree that Costello shall continue to serve in the position of Administrative Assistant to the Superintendent; and

**WHEREAS**, effective December 31, 2015 Costello is no longer a member of a collective bargaining unit and is subsequently eligible to enter into an employment contract with the Board; with terms and conditions of said contract to be negotiated on an individual basis; and

**NOW, THEREFORE, BE IT RESOLVED**, that the West Milford Township Board of Education hereby approves a new employment contract with Costello, with an effective date retroactive to January 1, 2016 and running through June 30, 2018; and

**BE IT FURTHER RESOLVED**, that the Board President and Board Secretary are authorized and directed to execute the aforesaid employment contract on behalf of the West Milford Township Board of Education.

(19.) **WHEREAS**, Teresa Charles ("Charles") and the West Milford Township Board of Education mutually agree that Charles shall continue to serve in the position of Administrative Assistant to the Business Administrator/Board Secretary; and

**WHEREAS**, effective December 31, 2015, Charles is no longer a member of a collective bargaining unit and is subsequently eligible to enter into an employment contract with the Board; with terms and conditions of said contract to be negotiated on an individual basis; and

**NOW, THEREFORE, BE IT RESOLVED**, that the West Milford Township Board of Education hereby approves a new employment contract with Charles, with an effective date retroactive to January 1, 2016 and running through June 30, 2018; and

**BE IT FURTHER RESOLVED**, that the Board President and Board Secretary are authorized and directed to execute the aforesaid employment contract on behalf of the West Milford Township Board of Education.

(20.) The recommendation of the Superintendent to approve the following **UNAFFILIATED PERSONNEL CONTRACTS** for the 2015-2016 school year, retroactive from January 1, 2016, through June 30, 2016:

<u>Employee</u>	<u>Assignment</u>	<u>Salary</u>
<b>DEBRA COSTELLO</b>	Administrative Assistant to the Superintendent Account: 11-000-230-105-10-10-110	\$83,257.00*
<b>TERESA CHARLES</b>	Administrative Assistant to the Business Administrator/ Board Secretary Accounts: 11-000-230-105-10-10-110 and 11-000-251-105-10-10-000	\$76,000.00*

\*Annual salary to be prorated.

XVI. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

- (21.) The recommendation of the Superintendent to approve an **INCREASE OF HOURS** for the following Special Class Aides for the **MACOPIN and HIGH SCHOOL JOIN-IN CLUB** for the 2015-2016 school year at the hourly rate of \$29.00 not to exceed 30 hours, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

Employee

**LORI KELLEY  
CATHY ERBECK**

- (22.) The recommendation of the Superintendent to approve the following **BUSINESS/INDUSTRIAL ARTS CURRICULUM DEVELOPMENT** for the 2015-2016 school year at the rate of \$34.00 per hour, per Board of Education/WMEA Agreement - Accounts: (Grades 6-8) 11-130-100-101-10-10-160; (Grades 9-12) 11-140-100-101-10-10-160:

<u>Employee</u>	<u>Grade/Subject</u>	<u>Hours</u>	<u>Payment</u>
<b>CAROL DEBIEC</b>	9-12 Digital Literacy	10	\$340.00
<b>THERESA GRUS</b>	9-12 Digital Literacy	10	\$340.00
<b>NICOLE KLOSZ</b>	9-12 Entrepreneurship and Small Business Management	20	\$680.00
<b>RICHARD DYGOS</b>	7 Multimedia 1	20	\$680.00
<b>DENISE WHITE</b>	8 Multimedia 2	20	\$680.00
<b>LEONARD VAN WINGERDEN</b>	9-12 Mechanical Drawing/ CAD	20	\$680.00
<b>ROBERT WIEDMANN</b>	11-12 Graphic Arts 3	20	\$680.00

23. The recommendation of the Superintendent to approve an extension to the **TEMPORARY INCREASE OF ASSIGNMENT** for **CARLY HERSCHMAN** from 0.6 Social Worker, High School to 1.0 Social Worker, High School, Maple Road and Upper Greenwood Lake Schools (PC#90.03.33.BMX), at the annual salary of \$57,670.00 (MA/1) (prorated), with health benefits, retroactive from March 1, 2016, through March 31, 2016, per Board of Education/WMEA Agreement. (Replaces Gencarelli) Account: 11-000-219-104-10-10-142
24. The recommendation of the Superintendent to approve the appointment of the following **AFG (MIDDLE STATES) COORDINATORS**, High School, at a stipend of \$1,500.00, retroactive from July 1, 2015, through June 30, 2016, per Board of Education Agreement - Account: 11-401-100-110-10-10-000:

Employee

**DR. GREGORY MATLOSZ  
JENNIFER METCALF**

- (25.) The recommendation of the Superintendent to approve the following additions to the **HIGH SCHOOL ANTI-BULLYING SPECIALISTS** for the 2015-2016 school year:

**LINDSEY CHRISTENSEN  
CAITLIN HELDER  
CARLY HERSCHMAN  
DONNA MUCCIO  
MICHAEL SHAVE**



Minutes for the Regular Meeting of March 1, 2016

XVI. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

26. The recommendation of the Superintendent to approve the appointment of **JACLYN BECKER**, Lead Teacher, **SUMMER READING and LITERACY PROGRAM**, to coordinate program development, implementation and reporting at a total cost not to exceed \$6,300.00. Account: 20-231-100-101-10-50-XXX - NCLB Title I

NOTE: Funded through the NCLB Title I grant.

(27.) The recommendation of the Superintendent to approve the following **MARSHALL HILL SCHOOL STUDENT ACTIVITY CLUB and ADVISOR** for the 2015-2016 school year at the hourly rate of \$29.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-103

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
<b>KELLY STOCCHETTI</b>	Morning Mathletes	9	\$261.00
<b>KELLY STOCCHETTI</b>	<b>Family Literacy Night</b>	<b>3</b>	<b>\$ 87.00</b>
<b>KATHRYN HESS</b>	<b>Family Literacy Night</b>	<b>3</b>	<b>\$ 87.00</b>

NOTE: Funded through the NCLB Grant.

(28.) The recommendation of the Superintendent to approve the following **AFTER SCHOOL CLUBS and ADVISORS**, Marshall Hill School, for the 2015-2016 school year at the contracted hourly rate of \$29.00, per Board of Education/WMEA Agreement:

<u>Advisors</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
<b>MERJEME DUFFY</b>	Brainy Bunch	8	\$232.00
<b>JASON BENZ</b>	Brainy Bunch	8	\$232.00
<b>PAUL CHIESA</b>	Fitness	4	\$116.00
<b>JASON BENZ</b>	Fitness	4	\$116.00
<b>JULIE CHESHIRE</b>	Computer	4	\$116.00

NOTE: Funded through the PTA.

29. The recommendation of the Superintendent to approve the **DIGITAL CITIZENSHIP COMMITTEE** to conduct a **PARENT PRESENTATION** at Macopin School at the hourly rate of \$29.00, not to exceed three (3) hours, for payment of \$87.00 each staff member, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-103 - NCLB Title I:

Employee

**SUSAN MORRIS**  
**NICOLE KLOSZ**

NOTE: Funded through NCLB Title I Grant.

30. The recommendation of the Superintendent to approve the appointment of the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENTS and STIPENDS** for the **SPRING 2016 ATHLETIC SEASON**, per Board of Education/WMEA Agreement:

<u>Employee</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
<b>BRIANNA KREUTZER*</b>	0.5 Asst. Boys Tennis	A	\$1,514.00
<b>ZACHARY MONTGOMERY*</b>	0.5 Asst. Boys Tennis	A	\$1,514.00
<b>TAYLOR PEVNY**</b>	Asst. Baseball	A	\$4,786.00

Minutes for the Regular Meeting of March 1, 2016

XVI. PERSONNEL/STUDENT AFFAIRS - Mrs. O'Brien, Chairperson - Continued

30. (Continued)

- \*Replaces Frey
- \*\*Replaces Van Wingerden

31. The recommendation of the Superintendent to approve the following **VOLUNTEER** to the **STUDENT ACTIVITY PROGRAM** for the 2015-2016 school year:

<u>Name</u>	<u>School</u>	<u>Assignment</u>
<b>ROBERT ISOLDI</b>	High School	Indoor Percussion

NOTE: Volunteers will be reimbursed for the fingerprinting process.

DISCUSSION: Mrs. Dwyer commented on Mrs. Reinhold's retirement and wished her well.

**ROLL CALL VOTE:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mrs. O'Brien	Absent	Mrs. Dwyer	Yes	Mr. Bailey	Yes
Mr. Robbins	Absent	Mrs. Schultz	Yes	Mr. Devor	Yes
Mr. Drew	Yes	Mr. Huber	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

XVII. SPECIAL COMMITTEES/LIAISON REPORTS

Parks & Recreation - Mr. Robbins was absent. There was no report.

Safety - Mr. Bailey had no report.

Superintendent's Roundtable - Mrs. Schultz reported that the next meeting is scheduled for March 3, 2016.

Passaic County School Boards Association - Mrs. Schultz had no report.

New Jersey School Boards Association - Mr. Foody had no report.

Legislative - Mr. Drew had no report.

Technology Oversight - Mr. Drew had no report.

West Milford Education Foundation - Mrs. O'Brien was absent. There was no report.

Township/Board of Education Joint Committee - Mr. Foody/Mr. Devor had no report.

**Minutes for the Regular Meeting of March 1, 2016**

**XVIII. OLD BUSINESS**

Mrs. Dwyer reminded everyone about the Relay for Life kick-off on March 3<sup>rd</sup>.

Mrs. Schultz asked about the use of Paradise Knoll School as a polling place and why it is the district's problem.

Mr. Foody spoke about Mrs. Dwyer's recommendation to close schools on Election Day.

The Board members discussed the issue of keeping school open on Election Day in November and Primary Day in June.

Motion by Mr. Devor, seconded by Mrs. Dwyer, to close Old Business.

**VOICE VOTE: All in Favor. MOTION PASSED.**

**XIX. NEW BUSINESS**

Mr. Riscica stated that Inclusion Preschool registration is now available. Kindergarten registration is ongoing.

Mr. Devor would like information on PARCC refusals on the district website.

Mr. Foody spoke about interviews for Board members for the Cablethon.

Motion by Mr. Devor, seconded by Mrs. Dwyer, 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.

Mary Reinhold, Macopin School Principal, addressed the Board. She spoke about her experience as a staff member at Macopin and spoke about her staff.

Mike Gernhardt spoke about his daughter and his concerns.

Motion by Mr. Huber, seconded by Mr. Devor, to close Petitions and Requests.

**VOICE VOTE: All in Favor. MOTION PASSED.**

Minutes for the Regular Meeting of March 1, 2016

**XXI. EXECUTIVE SESSION**

At 10:01 p.m., Mr. Devor made a motion, seconded by Mrs. Schultz, to go into Executive Session for the purpose of conducting a student hearing and discussing the superintendent search, personnel, HIB's, negotiations and matters of attorney/client privilege.

**VOICE VOTE: All in Favor. MOTION PASSED.**

Mr. Bailey left the meeting at 10:12 p.m.

Mr. Huber offered a motion, seconded by Mr. Foody, to extend the meeting until 11:30 p.m.

**VOICE VOTE: All in Favor. MOTION PASSED.**

The Board returned to the public meeting at 11:40 p.m.

**XXII. EDUCATION - Mrs. Teresa Dwyer, Chairperson**

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

(9.) 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 1, 2016**; 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>
2016/M-3 ( <i>Amended</i> )	Substantiated
2016/M-4	Unsubstantiated
<b>2016/H-5</b>	<b>Substantiated</b>
<b>2016/H-6 AP 1</b>	<b>Unsubstantiated</b>
<b>2016/H-6 AP 2</b>	<b>Substantiated</b>
<b>2016/H-7</b>	<b>Unsubstantiated, until and unless Additional information is provided Requiring the reopening of this investigation</b>
<b>2016/H-8</b>	<b>Unsubstantiated</b>

**ROLL CALL VOTE:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Drew	Yes	Mrs. Dwyer	Yes	Mrs. O'Brien	Absent
Mr. Devor	Absent	Mr. Huber	Yes*	Mr. Robbins	Absent
Mr. Bailey	Absent	Mrs. Schultz	Yes	Mr. Foody	Yes

\*Mr. Huber abstained on HIB #2016/H-7. The **MOTION PASSED.**

Minutes for the Regular Meeting of March 1, 2016

**XXII. EDUCATION - Mrs. Dwyer, Chairperson - Continued**

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

(10.) The recommendation of the Superintendent to approve the **PARCC CORRECTIVE ACTION PLAN**.

**DISCUSSION:** Mr. Huber suggested language to include student assemblies be added to the Corrective Action Plan.

**ROLL CALL VOTE:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mr. Drew	Yes	Mrs. Dwyer	Yes	Mrs. O'Brien	Absent
Mr. Devor	Absent	Mr. Huber	Yes	Mr. Robbins	Absent
Mr. Bailey	Absent	Mrs. Schultz	Yes	Mr. Foody	Yes

The **MOTION PASSED** unanimously.

**XXIII. ADJOURNMENT**

Motion by Mr. Drew, seconded by Mrs. Schultz, to adjourn the meeting at 11:43 p.m.

**VOICE VOTE: All in Favor. MOTION PASSED.**

Respectfully submitted,

Barbara Francisco  
Board Secretary/Business Administrator