

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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BOARD OF EDUCATION
MINUTES
WORKSHOP/REGULAR MEETING
MAY 24, 2016

Mr. James Foody, called to order the Workshop/Regular Meeting of May 24, 2016, at 7:36 p.m. He led the flag salute, read the Open Public Meetings Act Statement, and asked for a moment of silence for Mike Struble, the student injured in a motorcycle accident. 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:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Bailey	Present/Arr. 7:38 p.m.	Mrs. Dwyer	Absent	Mrs. O'Brien	Present
Mr. Devor	Present/Arr. 7:40 p.m.	Mr. Foody	Present	Mr. Robbins	Present
Mr. Drew	Present	Mr. Huber	Present	Mrs. Schultz	Present

ADMINISTRATION	POSITION	ATTENDANCE
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 25 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

Motion by Mr. Huber, seconded by Mrs. O'Brien, to approve the following Resolution:

RESOLVED, that the Board go into Executive Session at approximately 9:00 p.m. for approximately 60 minutes for the purpose of discussing personnel, negotiations, HIB's 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The executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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

- Matthew Ventrella, Student Representative, reported on student life at West Milford High School. He highlighted the many activities that have been happening and noted the Senior Prom on June 2nd. His replacement will attend the next meeting.

Mr. Riscica thanked Matthew for the information he provided during the school year and recognized him as the Class of 2016 Valedictorian.

- Mr. Riscica reported that PARCC testing has concluded and he is comfortable with the participation rate.
- Mr. Riscica reminded everyone that schools are closed on Friday, May 27th. Schools are also closed on June 3rd except for Westbrook, which must make up one half day. He encouraged everyone to check the revised school calendar for the various scheduled activities.

VIII. EDUCATION REPORT - Mr. Daniel Novak

Mr. Novak spoke about the district's Character Ed program and spoke about the eleven characteristics. Paradise Knoll is being honored as an Emerging School of Character.

Mr. Citro spoke about the Character Ed programs at Macopin School.

Mr. Novak highlighted the programs at each school. Upper Greenwood Lake has the friendship bench. He also spoke about Macopin and the other elementary schools.

Mr. Kane stated that this is a whole district process. Everyone needs to get together to make this program grow.

Mr. Riscica recognized staff members from Macopin that shaved their hair for the St. Baldrick's Foundation fundraiser.

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

- Mr. Ray Guarino from the West Milford Recreation Advisory Committee hopes to create a joint task force to improve the fields. He highlighted Hillcrest Field. Apschawa field needs improvement. Marshall Hill has lights and he noted the fencing has been replaced.

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

Mr. Guarino also spoke about Paradise Knoll, Dygos and Munson fields. He would like to see Kilgallen become a premier field.

The Township has a new maintenance program. He spoke about the changes for the Township fields. He is looking for collaboration between the Board and the Town Council with Tim Wagner being the liaison.

Mr. Drew suggested a priority list be developed.

- Motion by Mr. O'Brien, seconded by Mrs. Schultz, to approve the following Board of Education meeting minutes:
 - April 19, 2016 Workshop/Special Action Meeting
 - April 19, 2016 Executive Session
 - April 26, 2016 Regular/Public Budget Hearing Meeting
 - April 26, 2016 Executive Session

VOICE VOTE: Mrs. Schultz Abstained on the April 19 Executive Session minutes. Mr. Drew and Mr. Huber Abstained. The MOTION PASSED.

X. LEGAL REPORT

The legal report was presented during Executive Session.

XI. PRESIDENT'S REPORT - Mr. James Foody

Mr. Foody recognized Matthew Ventrella as the Class of 2016 Valedictorian.

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 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.

MaryAnne Ferraioli and Joan Warner read a resolution recognizing May 2016 as Better Hearing and Speech Month.

Mr. Riscica thanked them for the work they do for our students.

Michael Gillen spoke about the district's hiring practices.

Charles Mazzei stated that he will remain at the meeting to answer any questions after Executive Session.

Matthew Conlon offered a show of support for Mr. Guarino. He is looking forward to collaboration between the Board and Town Council.

Minutes for the Workshop/Regular Meeting of May 24, 2016

Motion by Mrs. O'Brien, seconded by Mrs. Schultz, to close Petitions and Requests.

VOICE VOTE: All in Favor. MOTION PASSED.

XIII. MOTION BY MR. DREW, SECONDED BY MRS. O'BRIEN, TO ADOPT THE AGENDA, AS AMENDED.

VOICE VOTE: All in Favor. MOTION PASSED.

XIV. 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. O'Brien, seconded by Mrs. Schultz, to approve the following agenda items #1 through #19 and #21 through #39: (Item #20 acted upon after Executive Session.)

1. The recommendation of the Superintendent to accept the resignation of **RENATE RAPP**, 0.6 World Language Teacher, Macopin/High School, effective June 30, 2016.
2. The recommendation of the Superintendent to accept the resignation of **JENNIFER LEIMAN**, Occupational Therapist, District-wide, effective June 30, 2016.
3. The recommendation of the Superintendent to accept the resignation of **LEEANN SMITH**, Learning Disabilities Teacher/Consultant, District-wide, effective June 30, 2016.
4. The recommendation of the Superintendent to approve the appointment of **DANA DOP**, Building Aide, Paradise Knoll School (PC#66.05.S3.AZG), at the salary of \$11,445.00 (Step 1) (prorated), without health benefits, effective May 25, 2016, through June 30, 2016, per Board of Education/WMESA Agreement. (Replaces Gervasi) Account: 11-000-240-105-10-10-080
5. The recommendation of the Superintendent to approve the appointment of **ROBERT SZUSZKOWSKI**, Long Term Substitute Encore Teacher, Apschawa School, at the per diem rate of \$150.00, without health benefits, retroactive from May 16, 2016, through June 30, 2016. (Replaces Weren) Account: 11-230-100-101-10-10-103
6. The recommendation of the Superintendent to approve the reappointment of **SPECIAL EDUCATION CLASS AIDES**, effective July 1, 2016, through June 30, 2017, per Board of Education/WMTAA Agreement. (See folder insert.)
7. The recommendation of the Superintendent to approve the reappointment of **SCHOOL BUS/VAN DRIVERS**, effective July 1, 2016, through June 30, 2017, per Board of Education/WMBDA Agreement. (See folder insert.)
8. The recommendation of the Superintendent to approve the reappointment of **SPECIAL USE VEHICLE DRIVERS**, effective July 1, 2016, through June 30, 2017, at the per diem rates in accordance with the employment terms established by the Board of Education/Special Use Vehicle Drivers Agreement. (See folder insert.)

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

9. The recommendation of the Superintendent to approve the reappointment of **CUSTODIAL/MESSENGER/MAINTENANCE and TRANSPORTATION MECHANICS PERSONNEL**, effective July 1, 2016, through June 30, 2017, per Board of Education/WMCMA Agreement. (See folder insert.)
10. The recommendation of the Superintendent to approve the reappointment of **CAFETERIA KITCHEN WORKERS**, effective July 1, 2016, through June 30, 2017, per Board of Education/WMCWA Agreement. (See folder insert.)
11. The recommendation of the Superintendent to approve the reappointment of **CAFETERIA AIDE PERSONNEL**, effective July 1, 2016, through June 30, 2017, per Board of Education/WMCAA Agreement. (See folder insert.)
12. The recommendation of the Superintendent to approve the appointment of **VOLUNTEERS** to the **STUDENT ACTIVITY PROGRAMS** for the 2016-2017 school year. (See folder insert.)
13. The recommendation of the Superintendent to approve the following **SUBSTITUTE SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS** for the 2016-2017 school year, effective July 1, 2016, through June 30, 2017:

ERIC BUNK	JESSICA SPIESS
MICHAEL CORTER	CARL SWALLING
DEIRDRE DE KNIGHT	LAURA TALLIA
EDWARD FALCO	BERNADETTE TONE
LAURIE KLIMEK	KEITH WAUCHEK
DANIEL MEGLETTI	KAREN WILM
	MATTHEW WILM

14. 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 May 25, 2016, through June 30, 2016:

CAROL COOPER (Teacher)	MELISSA PRITCHETT (Teacher)
CAITLIN CRONK (Teacher)	HANNAH REYNOLDS (Teacher)
ALYSSA JAHREN (Teacher)	JUAN RODERIGUEZ (Teacher)
MAMIE LUOGAMENO (Teacher)	MARY STREICHER (Teacher)

15. The recommendation of the Superintendent to approve a leave of absence for **CHELSEA PIRES**, Art Teacher, District-wide, with pay using sick days effective September 1, 2016, through October 31, 2016, then without pay under the Family Medical Leave Act effective November 1, 2016, through December 23, 2016. (Maternity/Child Rearing)

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

16. The recommendation of the Superintendent to approve a leave of absence for **CHRISTINE GENARDI-FISHER**, Encore Teacher, Marshall Hill School, with pay using sick days effective September 12, 2016, through September 30, 2016, then without pay using the Family Medical Leave Act effective October 3, 2016, through December 23, 2016. (Maternity/Child Rearing)

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

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

22. (Continued)

<u>Employee</u>	<u>Assignment</u>	<u>Days</u>	<u>Daily Rate</u>
<u>Macopin School</u>			
ALFONSINA KULAK	Guidance Office/ Asst. Principal's Office	8	\$270.03
LINDA BEGLEY	Principal's Office	3	\$270.03
LINDA BEGLEY	Guidance Office/ Asst. Principal's Office	4	\$270.03
ANN HIGGINS	Guidance Office	7	\$270.03
PAMELA FENNING	Guidance Office	3	\$270.03
<u>Elementary Schools</u>			
COLEEN LESLIE	Principal's Office/ Apsawa School	6	\$270.03
KIMBERLY CHRISTIE	Principal's Office/ Maple Road School	5	\$270.03
CHRISTINE BERTHA	Principal's Office/ Maple Road School	1	\$244.25
LYNN OBLINGER	Principal's Office/ Marshall Hill School	6	\$270.03
KAREN GRILL	Principal's Office/ Paradise Knoll School	5	\$270.03
DANA DOP	Principal's Office/ Paradise Knoll School	1	\$244.25
DIANNA HAGGETT	Principal's Office/ U. Greenwood Lake School	3	\$270.03
KELLY TENHOEVE	Principal's Office/ U. Greenwood Lake School	3	\$244.25
DEBORAH VAN ZILE	Principal's Office/ Westbrook School	3	\$270.03
DAWN BUFARDECI	Principal's Office/ Westbrook School	3	\$244.25
<u>Special Services</u>			
MARILUZ ALONSO	CST - High School	10	\$270.03
MARILUZ ALONSO	CST - Elementary	2	\$270.03
AMY POMEROY	CST - Elementary	13	\$270.03
DEBRA VIDULICH	CST - Macopin	5	\$270.03

23. The recommendation of the Superintendent to approve **KRISTEN McCLURG**, Chaperone for the Spring 2016 Concert, Paradise Knoll School, at a stipend of \$68.00, for the 2015-2016 school year, per Board of Education/WMEA Agreement. (Replaces Walles) Account: 11-401-100-110-10-10-000
24. The recommendation of the Superintendent to approve **DAVID GEROLD**, Special Class Aide, High School, for attendance at the Senior Prom, Graduation and Project Graduation, for the 2015-2016 school year, at the hourly rate of \$29.00, not to exceed seventeen (17)hours. Account: 11-212-100-106-10-10-000

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

- 25. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (December 2015)**, for **GWENDOLYN GANGI**, Special Class Aide, Maple Road School, to attend all Chorus/Band Rehearsals and Performances, at the hourly rate of \$29.00, not to exceed 17 hours from February 1, 2016, through **June 30, 2016**. Account: 11-190-100-106-10-10-000
- 26. The recommendation of the Superintendent to approve **YVONNE CATALIOTO** as Advisor for the **"MATH-A-LETES" STUDENT ACTIVITY CLUB, UPPER GREENWOOD LAKE SCHOOL**, at the hourly rate of \$29.00 for ten (10) hours, for the 2015-2016 school year, per Board of Education/WMEA Agreement. Account: 20-231-100-101-10-50-103 NCLB Grant

NOTE: Funded through the NCLB Grant

- 27. The recommendation of the Superintendent to approve the following **STUDENT TEACHER** for the **FALL** semester, 2016-2017 school year at no cost to the district:

<u>Student Teacher</u>	<u>College</u>	<u>Subject/Grade</u>
MATTHEW BIAGINI	William Paterson	Physical Education K-12

- 28. The recommendation of the Superintendent to approve the following teachers for **HISTORY and SOCIAL SCIENCES CURRICULUM WRITING** for the 2015-2016 school year at the hourly rate of \$34.00, per Board of Education/WMEA Agreement - Account: 11-120-100-101-10-10-160:

<u>Employee</u>	<u>Grade/Subject</u>	<u>Hours</u>	<u>Payment</u>
KIMBERLY VOLZ	2 DBQ Assessment*	10	\$340.00
JACLYN BECKER	4 DBQ Assessment*	10	\$340.00
KRISTIN McCLURG	4 DBQ Assessment*	10	\$340.00

*Document Based Question Assessment (DBQ) will be developed, as well as, the syllabus/curriculum guide for the implementation of the My World Social Studies Program.

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

<u>Employee</u>	<u>Grade/Subject</u>	<u>Hours</u>	<u>Payment</u>
CHRISTIAN CONWAY	7 PreAlgebra	6.5	\$221.00
JOANN VENTOLO	7 PreAlgebra	6.5	\$221.00
KIRA WORLEY	7 PreAlgebra	6.5	\$221.00
KATHLEEN DOHERTY-HEWINS	7/8 Coding from Scratch	10	\$340.00
JOHN HOLLAND	9/12 Algebra 2	4	\$136.00
GLENN WAGNER	9/12 Algebra 2	4	\$136.00
JUDY THOMAS	9/12 Algebra 2	4	\$136.00
IAN WHITE	9/12 Algebra 2	4	\$136.00

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

30. The recommendation of the Superintendent to approve **SUMMER CURRICULUM DEVELOPMENT** for the 2016-2017 school year at the rate of \$35.00 per hour, per Board of Education/WMEA Agreement. Accounts: 11-110-100-101-10-10-160 (Grade K); 11-120-100-101-10-10-160 (Grades 1-5); 11-130-100-101-10-10-160 (Grades -8); 11-140-100-101-10-10-160 (Grades 9-12). (Documentation provided electronically.)
31. The recommendation of the Superintendent to approve the following **MENTORING COMMITTEE** at the hourly rate of \$31.00, not to exceed eight (8) hours per staff member, Summer 2016, to review and update the district's mentoring program to align with **ACHIEVENJ**, per Board of Education/WMEA Agreement - Account: 11-120-100-101-10-10-161:

Employee

JORDAN BARRY	KATHRYN HESS
JACLYN BECKER	SHAWN RHINESMITH
KELLY COMERFORD	MELISSA WELCH
AMY FRITZ	KIMBERLY ZACKAROFF

32. The recommendation of the Superintendent to approve the following staff for **MENTOR TRAINING** at the hourly rate of \$31.00, for four (4) hours: Account: 20-270-100-101-10-50-00X - NCLB Grant:

Employee

JORDAN BARRY	KATHRYN HESS
JACLYN BECKER	SHAWN RHINESMITH
KELLY COMERFORD	MELISSA WELCH
AMY FRITZ	KIMBERLY ZACKAROFF

NOTE: Funded through the NCLB Grant

33. The recommendation of the Superintendent to approve the following **MENTOR TEACHER PAYMENT** for the 2015-2016 school year:

<u>Provisional Teacher</u>	<u>Mentor Payment</u>	<u>Mentor Teacher</u>
MARY LOTITO	\$550.00	Hope Schoer

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

34. The recommendation of the Superintendent to approve the following **SPECIAL CLASS AIDES** for the **SPECIAL EDUCATION EXTENDED SCHOOL YEAR PROGRAM**, per contracted rate, per Board of Education/WMTAA Agreement - Accounts: 11-215-100-106-10-10-000; 11-120-100-101-10-10-103¹; 11-212-100-106-10-10-000²; 11-213-100-101-10-10-000³; 11-213-100-106-10-10-000⁴; 11-209-100-106-10-10-000⁵; 11-140-100-101-10-10-000⁶; 11-140-100-101-10-10-105⁷; 11-190-100-106-10-10-000⁸; 11-214-100-106-10-10-000⁹; 11-140-100-101-10-10-103¹⁰:

July 5 - 29, 2016

<u>Employee</u>	<u>School</u>	<u>Payment</u>
MELISSA MCKEOWN	Maple Road	\$1,041.96

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

34. (Continued)

July 5 - 29, 2016

<u>Employee</u>	<u>School</u>	<u>Payment</u>
DEBORAH RODAS ¹	Maple Road	\$ 889.77
TRACY NOVAK	Maple Road	\$1,338.93
LORRAINE POAT	Maple Road	\$1,041.96
KELLY STOCHETTI ¹	Westbrook - ABA	\$1,631.25
KRISTEN ALONSO ²	Westbrook - ABA	\$2,030.44
PAMELA ROCCISANO ¹	Westbrook - ABA	\$1,631.25
DANIELLE WATSON ⁹	Westbrook - ABA	\$1,808.90
SAMANTHA JO RUSSO ³	Westbrook	\$1,338.93
CATHERINE SEKELSKY ⁴	Westbrook	\$1,338.93
ANTOINETTE RICCIARDI ⁵	Westbrook	\$1,338.93
GARY STOLL ^{6 7}	Westbrook	\$1,338.93
MARY JEANNE NEWELL ⁴	Westbrook	\$1,338.93
MIRIAM MCCARTHY ⁸	Westbrook	\$1,338.93
JAKE MATHEWS ⁵	Westbrook	\$1,041.96
YVONNE SIMONEAU ¹⁰	Highlander Academy	\$ 374.64

July 5 - August 5, 2016

CARA KAUFMANN ⁹	Maple Road - MD	\$1,279.44
JACQUELINE ADDICE ⁸	Maple Road - MD	\$1,691.28
HEATHER TODD-SCHLIEPER ¹	Westbrook - MD	\$1,123.92
DAVID GEROLD ²	Westbrook - MD	\$1,356.48

35. The recommendation of the Superintendent to approve the following **TEACHERS** for the **SPECIAL EDUCATION EXTENDED SCHOOL YEAR PROGRAM**, per contracted rate, per Board of Education/WMEA Agreement - Accounts: 11-213-100-101-10-10-000; 11-215-100-101-10-10-000¹; 11-209-100-101-10-10-105²; 11-214-100-101-10-10-000³; 11-204-100-101-10-10-000⁴:

July 5 - July 29, 2016

<u>Employee</u>	<u>School</u>	<u>Payment</u>
ELIZABETH MESSANO ¹	Maple Road	\$3,321.64
GLORIA VELEBIR ¹	Maple Road	\$4,690.46
THOMAS BALLETO ²	Highlander Academy	\$1,377.68
ALYSSA SWAN ³	Westbrook - ABA	\$4,781.94
KAREN REINHOLD ³	Westbrook - ABA	\$4,564.44
PAMELA BARKER	Westbrook	\$2,875.32
JILL SIMONS	Westbrook	\$3,258.90
ELLEN COMERFORD	Westbrook	\$5,178.14
PAUL CHIESA	Westbrook	\$2,790.18
BLAKE VISCONTI	Westbrook	\$2,939.36
KATHY MENDES	Westbrook	\$4,690.46

July 5 - August 5, 2016

<u>Employee</u>	<u>School</u>	<u>Payment</u>
ERIN BRANAGAN	Maple Road - MD	\$3,532.98
YVONNE CATALIOTO ⁴	Maple Road - MD	\$4,236.30

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

35. (Continued)

July 5 - August 5, 2016

<u>Employee</u>	<u>School</u>	<u>Payment</u>
EDWARD MILKO	Westbrook - MD	\$5,565.36

NOTE: Teacher payment includes six (6) hours of compensation in June for a meeting with the Director of Special Services and attendance at Parent Orientation.

36. The recommendation of the Superintendent to approve **CAROL FORBES**, Graduation Videographer, Macopin/High School, at a stipend of \$232.00, for the 2015-2016 school year, per Board of Education/WMEA Agreement. Account: 11-000-240-320-09-09-000

37. The recommendation of the Superintendent to approve the following **AFTER SCHOOL CLUBS and ADVISORS**, Paradise Knoll School, for the 2016-2017 school year at the contracted hourly rate of \$31.00, per Board of Education/WMEA Agreement:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
BRITTANY BRIGHT	Jr. Cyber	8	\$248.00
LEIGH ANN MISIANO	Jr. Cyber	8	\$248.00
MARTHA COOK	Build Your Skills: Math	6	\$186.00
TRICIA GINDER	Build Your Skills: Math	6	\$186.00
MARTHA COOK	Book	8	\$248.00
TRICIA GINDER	Book	8	\$248.00
JOYCE TROAST	TREP\$	18	\$558.00
MARTHA COOK	TREP\$	18	\$558.00
JOYCE TROAST	Radiant Yoga	12	\$372.00
MARY D'ANGELO	Radiant Yoga	12	\$372.00
MARIANNE MARIANI	Friendship	20	\$620.00
JOYCE TROAST	Friendship	20	\$620.00
KRISTEN McCLURG	Scrabble	12	\$372.00
KAREY ELLARD	Scrabble	12	\$372.00
KRISTEN McCLURG	Intramurals	12	\$372.00
JILL CULLEN	Intramurals	12	\$372.00
MELISSA KEIL	Intramurals	12	\$372.00
KAREY ELLARD	Student Ambassadors	12	\$372.00
SHANNON RICKER	Student Ambassadors	12	\$372.00
SHARON JENSEN	Student Council	9	\$279.00
KATIE BONFORTE	Student Council	9	\$279.00
BRIAN LESLE	Green Team	10	\$310.00
KRISTEN McCLURG	Green Team	10	\$310.00

NOTE: Funded through the PTA

38. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENTS and STIPENDS** for the 2016-2017 school year, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

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

38. (Continued)

<u>Employee</u>	<u>Assignment</u>	<u>Stipend</u>
DONALD DOUGHERTY	Summer Football Director	\$979.00
MEGAN CAVALLO	Summer Football Assistant	\$752.00
MICHAEL KOGER	Summer Football Assistant	\$752.00
STEPHEN MASLANEK	Summer Football Assistant	\$752.00
ROBERT WIEDMANN	Summer Football Assistant	\$752.00
GARY STOLL	Summer Football Assistant	\$752.00
TAYLOR PEVNY	Summer Football Assistant	\$752.00
VACANT	Summer Football Assistant	\$752.00

39. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENTS and STIPENDS** for the **FALL 2016 ATHLETIC SEASON**, per Board of Education/WMEA Agreement - Account: 11-402-100-110-10-10-000:

<u>Employee</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
DONALD DOUGHERTY	Head Football	C	\$12,422.00
MICHAEL KOGER	Asst. Football	C+Longevity	\$ 8,733.00
TAYLOR PEVNY	Asst. Football	B	\$ 7,651.00
ROBERT WIEDMANN	Asst. Football	C+Longevity	\$ 8,733.00
STEPHEN MASLANEK	Asst. Football	C+Longevity	\$ 8,733.00
GARY STOLL	Asst. Football	C	\$ 8,533.00
JOSEPH ANDRIULLI	Head X-Country (Boys)	B	\$ 5,728.00
ANDREA JONES	Head X-Country (Girls)	B	\$ 5,728.00
ZACKARY MONTGOMERY	Head Tennis (Girls)	A	\$ 4,634.00
BRIANNA KREUTZER	Asst. Tennis (Girls)	A	\$ 3,058.00
RAYMOND FERRIOLA	Head Soccer (Boys)	B	\$ 7,945.00
DALE SELL	Asst. Soccer (Boys)	C	\$ 6,809.00
LEONEL ANDRADE	Asst. Soccer (Boys)	C	\$ 6,809.00
ROBERTO ZUBAN	Head Soccer (Girls)	C	\$ 9,069.00
DANIELLA WAGENTI	Asst. Soccer (Girls)	A	\$ 4,834.00
EDWARD MILKO	Asst. Soccer (Girls)	C	\$ 6,809.00
LAUREN REMBRANDT	Head Gymnastics	C+Longevity	\$ 9,269.00
DENISE FLOOD	Asst. Gymnastics	A	\$ 4,834.00
KRISTA TRIPODI	Head Cheerleading	C+Longevity	\$ 7,125.00
CASSANDRA DeVITA	Asst. Cheerleading	A	\$ 3,425.00
KRISTA PROVOST	Head Field Hockey	C	\$ 9,069.00
JESSICA ALLISON	Asst. Field Hockey	B	\$ 5,758.00
MICHELLE LUGERNER	Asst. Field Hockey	C	\$ 6,809.00
ALYSSA FORGET	Head Girls Volleyball	B	\$ 7,945.00
CHRISTOPHER SHENISE	Asst. Girls Volleyball	A	\$ 4,834.00
VACANT	Asst. Football	A	\$ 6,947.00

ROLL CALL:

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

The **MOTION PASSED** unanimously.

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

Motion by Mrs. O'Brien, seconded by Mr. Bailey, to approve the following agenda items #40 and #41:

- (40.) The recommendation of the Superintendent to approve the appointment of **MARC CITRO**, Principal, Macopin School (PC#10.08.P2.AKG), at the salary of **TBD*** (prorated), with health benefits, effective August 1, 2016, through June 30, 2017, per Board of Education/WMAAS Agreement. (Replaces Reinhold) Account: 11-000-240-103-10-10-150

*Based on completion of WMAAS negotiations.

- (41.) The recommendation of the Superintendent to accept the resignation of **ANTHONY TALLIA**, Custodian, Macopin School, retroactive from May 23, 2016.

DISCUSSION: Mr. Bailey recognized Mr. Citro as an example of everything good in West Milford.

Mrs. O'Brien congratulated Mr. Citro. She is happy he will follow Mrs. Reinhold.

Mr. Riscica commented on Mr. Citro's knowledge of Macopin and is pleased to recommend him.

ROLL CALL:

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

The **MOTION PASSED** unanimously.

Mr. Foody offered a motion, seconded by Mr. Huber, to delay Executive Session to 9:30 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

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 #2 through #36: (Items #1 and #37 acted upon after Executive Session.)

- 2. The recommendation of the Superintendent to approve the following **BYLAWS, POLICIES, AND REGULATIONS** for the 2016-2017 school year:

RESOLVED, that there be continued in full force and effect of all bylaws, policies, regulations, and administrative directives of the District Policy Manual as of the date hereof. The Board reserves the right after review, to amend, supplement or rescind any said bylaws, policies, regulations and administrative directives. The Chief School

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

2. (Continued)

Administrator is hereby responsible for the implementation of said bylaws, policies and regulations.

3. The recommendation of the Superintendent to approve the following **PLANS AND RULES** for the 2016-2017 school year:

RESOLVED, that there be continued in full force all rules, regulations, administrative directives, and plans, including, but not limited to, the Comprehensive Maintenance Plan, District Procedure Manual and Internal Controls, Technology Plan, 911 Emergency Plan, Sudden Loss Plan, School Emergency Management Plan, Code of Student Conduct (based on Core Ethical Values), Long Range Facility Plan, Five-Year Program Evaluations, Bloodborne Pathogens Exposure Control Plan and Food Service Biosecurity Management Plan in effect as of the date hereof. The Board reserving the right after review, to amend, supplement or rescind any of said rules, plans, policies, and administrative directives. The Chief School Administrator is hereby responsible for the implementation of the said plans.

4. The recommendation of the Superintendent to approve the following **CONTRACTS** for the 2016-2017 school year:

RESOLVED, that there be continued in full force and effect all Employment, Construction, Transportation, Lease/Purchase, and Special Service Contracts, heretofore approved by the Board of Education, and duly entered into, reserving unto the Board, the right after review, to amend, supplement, or rescind any previous action in compliance with state laws governing said contractual obligations.

5. The recommendation of the Superintendent to approve the following **DEPOSITORIES/SIGNATORIES** for the 2016-2017 school year:

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

Lakeland Bank

General Fund	Checking Account	2 signatures/#1
Payroll	Checking Account	2 signatures/#1
Payroll Agency	Checking Account	2 signatures/#1
Payroll Agency Medical	Checking Account	2 signatures/#2
Capital Reserves	Checking Account	2 signatures/#3
Capital Projects	Checking Account	2 signatures/#3
Cafeteria Services	Checking Account	2 signatures/#3
SUI Trust	Checking Account	2 signatures #3
SUI Trust	Certificate of Deposit	2 signatures/#3
H.S. Student Account	Checking Account	2 signatures/#5
Macopin Student Council	Checking Account	2 signatures/#5
SACC	Checking Account	2 signatures/#7
Petty Cash		
Administration	Checking Account	2 signatures/#4
Transportation	Checking Account	2 signatures/#9
Aphsawa	Checking Account	2 signatures/#10
Maple Road	Checking Account	2 signatures/#6

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

5. (Continued)

Marshall Hill	Checking Account	2 signatures/#6
Paradise Knoll	Checking Account	2 signatures/#6
Upper Greenwood Lake	Checking Account	2 signatures/#6
Westbrook	Checking Account	2 signatures/#6
Macopin	Checking Account	2 signatures/#5
High School	Checking Account	2 signatures/#5
H.S. Athletics Account	Checking Account	2 signatures/#8
Learning Unlimited	Checking Account	2 signatures/#11
John Wallisch Scholarship Fund	Checking Account	2 signatures/#3

Vanguard Group

Edward F. Vogel Memorial Fund	Money Market Fund	2 signatures/#3
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Signatories:

- #1 - Board President/Board Secretary
- #2 - Board Secretary/Third Party Administrator Authorization
- #3 - Board Secretary/School Accountant
- #4 - Board Secretary/School Accountant/Superintendent
- #5 - Principal/Assistant Principal/Secretary
- #6 - Principal/Secretary/Business Administrator
- #7 - Board Secretary/School Accountant/Coordinator/Supervisor
- #8 - Director/Secretary/Principal
- #9 - Board Secretary/School Accountant/Supervisor of Department/Department Secretary
- #10 - Board Secretary/Nurse/Principal/Secretary
- #11 - Teacher/Director of Education/Principal

BE IT FURTHER RESOLVED, that wire transfers of funds are authorized to/from Lakeland Bank to facilitate the business of the Board; and

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to make payment of bills between Board meetings, as necessary, to ensure the operation of the District's facilities, programs, and financial standing. These payments shall be approved at the next regular meeting of the Board of Education.

6. The recommendation of the Superintendent to approve the following **FACSIMILE SIGNATURES** for the 2016-2017 school year:

WHEREAS, Lakeland Bank, hereafter referred to as Bank, is hereby authorized and directed to honor checks, drafts, or other orders for the payment of money drawn in the name of West Milford Board of Education, hereafter referred to as Board, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature of the Board President and the Board Secretary.

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

6. (Continued)

WHEREAS, said Bank shall be entitled to honor and charge to the Board's account such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported facsimile signature or signatures thereon may have been affixed thereto; and

WHEREAS, the Board shall hold the Bank harmless for any loss, expenses, charges, or liability which may obtain by virtue of the use of such facsimile signature; therefore

NOW THEREFORE, BE IT RESOLVED that the following terms and conditions shall govern all banking relationships with the aforesaid Bank:

Any and all instruments deposited by, or on behalf of, this Board with said Bank, for discount, credit, collection, or otherwise, whether payable to or to the order of the Board or any officer or signatory of the Board, may be endorsed by handwriting, stamp impression, or by any other means by any officer or signatory of this Board, as presented, or by any other person authorized or purporting to be authorized so to do, with or without specifying the person who made, affixed, or imprinted such endorsement or his authority so to do.

7. The recommendation of the Superintendent to approve **PETTY CASH** for the 2016-2017 school year as follows:

WHEREAS, pursuant to N.J.S.A. 18A:19-13, the West Milford Board of Education (the "Board") is required to establish petty cash accounts annually; and

WHEREAS, funds are to be used for emergencies and small purchases only and not to subvert the intent of the regular purchasing procedures or for routine expenditures; and

WHEREAS, no single expenditure shall exceed \$25, and all expenditures must be authorized by the purchasing agent;

NOW, THEREFORE BE IT RESOLVED that the following petty cash accounts shall be established for the 2016-2017 school year:

Administration Office	\$400.00
Transportation	\$800.00
Aphsawa School	\$375.00
Maple Road School	\$375.00
Marshall Hill School	\$375.00
Paradise Knoll School	\$375.00
Upper Greenwood Lake School	\$375.00
Westbrook School	\$375.00
Macopin School	\$750.00
West Milford High School	\$800.00
Highlander Academy	\$500.00

BE IT FURTHER RESOLVED that all disbursements from petty cash shall be reported at the next regular monthly meeting of the Board.

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

7. (Continued)

BE IT FURTHER RESOLVED that all petty cash funds shall be established by Board approved voucher and all unused cash is to be returned to the depository at the close of each fiscal year.

8. The recommendation of the Superintendent to approve the following **PURCHASE AUTHORIZATION** for the 2016-2017 school year:

RESOLVED, pursuant to N.J.S.A. 18A:18A-3(a), the Board designates Barbara Francisco, Board Secretary/Business Administrator as the purchasing agent pursuant under N.J.A.C. 5:34-5.1 for the Board of Education and authorizes her to award contracts that do not exceed in the aggregate in a contract year the total sum of \$40,000 (bid threshold) as provided in N.J.S.A. 18A:8A-3 and 18A:8A-4.3 without public advertising for bids. Furthermore, purchasing agent is authorized to solicit competitive quotations for purchases in excess of 15% of the bid threshold, pursuant to N.J.S.A. 18A:18A-37(a) and to award contracts pursuant to N.J.S.A. 18A:18A-37(c).

Preparation of Bid Advertisements

Pursuant to N.J.S.A. 18A:18A-2(b), the purchasing agent is designated to have the power to prepare advertisements, to advertise for and receive bids.

Purchase Order System Authorized Purchases

All purchases made by the Board of Education shall be done through the purchase order system. Pursuant to N.J.S.A. 18A:18A-2(V), a purchase order is a document issued by the purchasing agent authorizing a purchase transaction with a vendor to provide goods or to perform services.

Unauthorized Purchases

Any Board of Education employee who orders and/or receives any goods and services without going through the approved purchase order process has made an unauthorized purchase. Unauthorized purchases are a violation of State Law N.J.S.A. 18A:18A-2(v) and 18A:18A-3(a). Board employees making unauthorized purchases are subject to disciplinary action as outlined by the Superintendent.

Inspection of Goods and Services

Pursuant to 18A:18A-44, all goods and services provided or performed under any contract with the Board shall be inspected and reviewed by the purchasing agent and/or by the appropriate officer (administrator; supervisor) of the School District who initially recommended the award of contract.

Trade-in of Personal Property

The purchasing agent pursuant to N.J.S.A. 18A:18A-45(g) may include the sale of personal property no longer needed for school purposes as part of the specifications to offset the price of a new purchase.

9. The recommendation of the Superintendent to approve the following **AUTHORIZATION FOR PURCHASING GOODS AND SERVICES THROUGH STATE AGENCY** for the 2016-2017 school year:

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

9. (Continued)

WHEREAS, Title 18A:18A-10 provides that, a Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, the West Milford Board of Education has the need on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS, the West Milford Board of Education desires to authorize its purchasing agent for the 2015-2016 school year to make any and all purchases necessary to meet the needs of the School District throughout the school year;

NOW THEREFORE, BE IT RESOLVED that the West Milford Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property and the Federal General Services Administration utilizing various vendors on the attached list.

10. The recommendation of the Superintendent to approve the following **TRANSFER AUTHORIZATION** for the 2016-2017 school year:

WHEREAS, New Jersey Administrative Code 6A:23A-13.3 requires appropriate Board of Education action providing transfer of funds to current expenses, capital outlay, and debt service accounts prior to the line item account recording a deficit balance; and

WHEREAS, general compliance with this rule has been a consistent practice of the Township of West Milford Board of Education; and

WHEREAS, despite this frequent attention, some transfers have taken place after the account shows a deficit balance;

NOW THEREFORE, BE IT RESOLVED that the Board of Education directs the Administration to fully comply with the terms and intent of N.J.A.C. 6A:23A-13.3; and

BE IT FURTHER RESOLVED that the Board orders transfers, at the state chart of accounts level, to be made by the Administration prior to the account being in deficit and, therefore, authorizes required transfers to be made in a timely fashion subject to ratification at the next Regular Meeting of the Board.

11. The recommendation of the Superintendent to approve the **CHART OF ACCOUNTS** for the 2016-2017 school year:

WHEREAS, the State of New Jersey has promulgated administrative code (N.J.A.C. 6A:23A-16 et seq.) to require Boards of Education to adopt a policy concerning the controls over appropriations for line item accounts which exceed the minimum level of detail; and

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

11. (Continued)

WHEREAS, general compliance with this rule has been a consistent practice of the Township of West Milford Board of Education;

NOW THEREFORE, BE IT RESOLVED that the Township of West Milford Board of Education directs Administration to adopt the attached expanded chart of accounts pursuant to N.J.A.C. 6A:23A-16 et seq.: (List of accounts provided electronically.)

12. The recommendation of the Superintendent to approve the following **GRANT AUTHORIZATION** resolution for the 2016-2017 school year:

RESOLVED, that the West Milford Board of Education authorizes the Superintendent, or designee, to make application for Federal, State, and other competitive grants as may meet with the district's objectives; and

BE IT FURTHER RESOLVED that the Board shall authorize acceptance of successful grant awards by separate action.

13. The recommendation of the Superintendent to approve the purchase of a Kohler Power System Gas Generator for the High School, from **KRAFT POWER CORPORATION**, Pompton Plains, New Jersey, in the amount of \$28,900.00.

14. The recommendation of the Superintendent to award a contract to **DOUGHEIM ELECTRIC, INC.**, Bridgewater, New Jersey, for the removal of the old generator and rewiring of the new generator at the High School in the amount of \$10,500.00.

15. The recommendation of the Superintendent to approve **CIFELLI & SON GENERAL CONSTRUCTION, INC.**, Nutley, New Jersey, to demolish existing and replace the Main Entrance Stairs at the High School, per Ed-Data Bid #6888-24B, in an amount not to exceed \$65,200.00.

16. The recommendation of the Superintendent to approve **CIFELLI & SON GENERAL CONSTRUCTION, INC.**, Nutley, New Jersey, to remove and replace approximately 50 LF of concrete curb and 300 SF of sidewalk in front of High School per Ed-Data Bid #6888-24B, in an amount not to exceed \$4,750.00.

17. The recommendation of the Superintendent to renew an agreement with **ULTRA SAFE SECURITY SYSTEMS, INC.**, Newfoundland, New Jersey, for Burglar and Fire Alarm Monitoring at the rate of \$40.00 per system, with additional repair services to be paid at the rate of \$85.00 per hour, effective July 1, 2016, through June 30, 2017.

18. The recommendation of the Superintendent to renew an agreement with **KENCOR, INC.**, West Chester, Pennsylvania, EDS Bid #6064, at the rate of \$280.00 per month, with additional emergency services at the rate of \$96.00 per hour, effective July 1, 2016, through June 30, 2017.

19. The recommendation of the Superintendent to approve a Maintenance Service Agreement with **EMCOR SERVICES**, Pompton Plains, New Jersey, for the High School Cooling Tower in the amount of \$9,879.00, effective July 1, 2016, through June 30, 2017.

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

20. The recommendation of the Superintendent to approve **MATHUSEK, INC.**, Oakland, New Jersey, for screening the High School gym floor and stage, the Paradise Knoll School multi-purpose room floor, and the Marshall Hill School stage in the amount of \$9,310.00, effective July 1, 2016, through June 30, 2017.
21. The recommendation of the Superintendent to renew an agreement with **AUTOMATED LOGIC**, Clifton, New Jersey, for the ALC automation system at Maple Road, Westbrook, Marshall Hill and Macopin Schools in the amount of \$9,339.00 effective July 1, 2016, through June 30, 2017.
22. The recommendation of the Superintendent to renew an agreement with **AGRA ENVIRONMENTAL & LABORATORY SERVICES**, Dover, New Jersey, for the operation of water systems at seven (7) schools, the transportation complex, concession stand and field bathrooms at the rate of \$1,200.00 per month, with additional emergency services, at the rate of \$75.00 per hour, effective July 1, 2016, through June 30, 2017.
23. The recommendation of the Superintendent to approve an Agreement with **KRAFT POWER CORPORATION**, Pompton Plains, New Jersey, for a yearly Service Maintenance Agreement for generators at Macopin, High School, Westbrook, Maple Road, Upper Greenwood Lake, Paradise Knoll and Apshawa in the amount of \$4,900.00, retro-active from July 1, 2016, through June 30, 2017.
24. The recommendation of the Superintendent to renew an Agreement with **SCHOOLDUDE.COM, INC.**, for online Maintenance Direct Service for Custodial and Maintenance work order support and tracking in the amount of \$4,610.00, effective from July 1, 2016, through June 30, 2017.
25. The recommendation of the superintendent to approve an Agreement with **KLEEN AIR SYSTEMS, INC.**, for degreasing the kitchen exhaust systems at all eight schools in the amount of \$2,600.00.
26. The recommendation of the Superintendent to renew a contract with **REALTIME INFORMATION TECHNOLOGY**, Toms River, New Jersey, for an Internet based Student Information System, including the Special Education Management/IEP Writer, at an annual cost of \$43,510.00, effective July 1, 2016, through June 30, 2017.
27. 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 2016-2017 school year.
28. 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 \$12,828.00 for the 2016-2017 school year.
29. The recommendation of the Superintendent to approve the following resolution authorizing the purchase of natural gas supply services for public use on an online auction website:

WHEREAS, West Milford Board of Education has determined to move forward with the EMEX Reverse Auction in order procure natural gas for West Milford Board of Education; and

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

29. (Continued)

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of natural gas supply service for public use through the use of an online auction service; and

WHEREAS, West Milford Board of Education will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.579/therm or less for a 12 month term, a price of \$0.615/therm or less for an 18 month term, or a price of \$0.589/therm or less for a 24 month term; West Milford Board of Education may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the Business Administrator of the West Milford Board of Education be and she hereby is authorized to execute on behalf of the West Milford Board of Education any natural gas contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.579/therm or less for a 12 month term, a price of \$0.615/therm or less for an 18 month term, or a price of \$0.589/therm or less for a 24 month term; West Milford Board of Education may award a contract to the winning supplier for the selected term.

30. The recommendation of the Superintendent to authorize the Business Administrator to prepare bid documents and advertise for the sale of one (1) used 12-passenger/wheelchair van (2004) and four (4) used 16-passenger school buses (2002, 2005 & 2006).
31. The recommendation of the Superintendent to approve an **INTERLOCAL SERVICES AGREEMENT** with **KINNELON BOARD OF EDUCATION**, Kinnelon, New Jersey, to provide mechanical and maintenance services to Kinnelon transportation vehicles and driver training services for the 2016-2017 school year, effective July 1, 2016, through June 30, 2017.
32. The recommendation of the Superintendent to approve an **INTERLOCAL SERVICES AGREEMENT** with **BOONTON TOWNSHIP BOARD OF EDUCATION**, Boonton Township, New Jersey, to provide mechanical and maintenance services to Boonton transportation vehicles and driver training services for the 2016-2017 school year, effective July 1, 2016, through June 30, 2017.
33. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#67691) to **P.G. CHAMBERS SCHOOL**, Cedar Knolls, New Jersey, effective July 1, 2016, through June 30, 2017, at a per diem cost of \$57.76 for 215 days, for a total cost of \$12,418.40.

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

- 34. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#67651) to **PARK LAKE SCHOOL**, Rockaway, New Jersey, effective July 1, 2016, through June 30, 2017, at a per diem cost of \$53.98 for 216 days, for a total cost of \$11,659.68.
- 35. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#70158) to **CHILDREN'S INSTITUTE**, Verona, New Jersey, effective July 1, 2016, through June 30, 2017, at a per diem cost of \$64.48 for 205 days, for a total cost of \$13,218.40.
- 36. The recommendation of the Superintendent to approve the purchase of Unleaded Premium Gasoline and Red Dyed Diesel Fuel from **RACHLES/MICHELE'S OIL COMPANY**, Clifton, New Jersey, under Term Contract T-0083, State Contract #80913, for the 2016-2017 school year, at the state index price, plus .0539 per gallon.

ROLL CALL:

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

The **MOTION PASSED** unanimously.

Motion by Mr. Drew, seconded by Mrs. Schultz, to approve the following agenda items #38 through #41:

- 38. The recommendation of the Superintendent to approve the following **PURCHASE ORDER CONTRACTS**, per bids taken by **EDUCATIONAL DATA SERVICES, INC.** for the 2016-2017 school year:

General Classroom Supplies	\$48,593.93
Audio Visual Supplies	\$ 4,113.48
Copy Duplicator Supplies	\$20,009.17
Elementary Science Supplies	\$ 367.21
Custodial Supplies	\$32,060.97
Family/Consumer Science	\$ 498.77
Fine Art Supplies	\$33,313.90
Health and Trainer Supplies	\$15,234.61
Language Arts Supplies	\$ 64.66
Library Supplies	\$ 4,691.55
Math Supplies	\$ 481.28
Office/Computer Supplies	\$ 8,444.12
Photography Supplies	\$ 786.98
Physical Education Supplies	\$ 6,080.67
Science Supplies	\$34,487.76
Teaching Aids	\$ 3,427.90
Technology Supplies	\$15,676.66

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

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

WHEREAS, the **MORRIS COUNTY COOPERATIVE PRICING COUNCIL** ("MCCPC") was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and

WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, the West Milford Board of Education desires to enter into an Agreement with the MCCPC, which is administered by the **TOWNSHIP OF RANDOLPH** as Lead Agency, to **renew** its membership in the MCCPC for the period of October 1, 2016, through September 30, 2021.

BE IT RESOLVED, by the West Milford Board of Education, County of Passaic, State of New Jersey, as follows:

- a. The Business Administrator/Board Secretary of the West Milford Board of Education hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2016, pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is for **renewal** of membership in the MCCPC for a five (5) year period from October 1, 2016, through September 30, 2021, at an annual reduced fee of \$1,100.00.
- b. The Business Administrator/Board Secretary is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement to Randolph Township as the Lead Agency of the MCCPC.
- c. This Resolution will take effect immediately upon final passage according to law.
- d. All appropriate West Milford Board of Education officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.

40. 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>
DENISE BRECKINRIDGE	-0-	\$166.67

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

WHEREAS, employee #3799 is currently on medical leave of absence; and

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

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

41. (Continued)

WHEREAS, certain staff members have volunteered to donate sick days from their own accrued sick leave balance to the employee, 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 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 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;

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board hereby approve the donation and transfer of one-half (1/2) or one (1) sick day per volunteering employee to employee #3799 in 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-half (1/2) or one (1) 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 half-day (1/2) or one (1) day may do so; and

BE IT FURTHER RESOLVED, that the accrued sick leave balance of any employee who donates a sick day to employee #3799 be reduced by an equal number of days, and any donated days shall become the property of employee #3799, respectively, and will not be eligible for later use or reimbursement by 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, nor shall the approval constitute any permanent change in District policy or procedure with respect to the use and accrual of sick days.

DISCUSSION: Mrs. O'Brien spoke about the donation of sick days to help those who are sick. She feels it is heartening that people are willing to do that.

ROLL CALL:

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

The **MOTION PASSED** unanimously.

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

Motion by Mr. Huber, seconded by Mrs. O'Brien, to approve the following agenda item:

42. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **May 24, 2016**, in the amount of \$6,716,283.57. (Documentation to be provided electronically.)

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Schultz	Yes	Mrs. Dwyer	Absent	Mr. Bailey	Yes
Mr. Robbins	Yes	Mrs. O'Brien	Yes	Mr. Devor	Abstained
Mr. Drew	Yes	Mr. Huber	Recused	Mr. Foody	No

The **MOTION PASSED:** 5 Yes; 1 No; 2 Abstentions

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda item:

43. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **May 24, 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 \$69,165.29.

ROLL CALL VOTE:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. O'Brien	Yes	Mrs. Dwyer	Absent	Mr. Drew	Yes
Mr. Bailey	Absent	Mrs. Schultz	Yes	Mr. Devor	Yes
Mr. Robbins	Yes	Mr. Huber	Yes	Mr. Foody	No

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

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda items:

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

WHEREAS, the Agenda file of **May 24, 2016** Workshop/Regular Meeting of the Board contains the A148 Report of the Secretary and the A149 Treasurer's Monthly Report; and

WHEREAS, both the A148 and A149 are in agreement with the cash balance in the Governmental Funds of:

\$7,102,704.52 as of April 30, 2016, therefore

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

44. (Continued)

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

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

RESOLVED, that the Board certify as of April 30, 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.

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

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

(46.) The recommendation of the Superintendent to accept bids taken on May 18, 2016, Bid Code 16-02, and award the sale of **SURPLUS EQUIPMENT** for items listed. (Documentation provided electronically.)

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

XVI. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Schultz, seconded by Mrs. O'Brien, to approve the following agenda items #1, #2 and #4 through #8: (Item #3 was pulled; no action taken.)

1. The recommendation of the Superintendent to approve a contract with **ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION (ERESC)** to provide **INSTRUCTIONAL SERVICES** to non-public school students during the 2016-2017 school year under **TITLE I (ESEA/NCLB GRANT)**.

XVI. EDUCATION - Mrs. Dwyer, Chairperson - Continued

2. The recommendation of the Superintendent to submit the **ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)/NO CHILD LEFT BEHIND (NCLB)** Consolidated Formula Subgrant Application **FY 2017** for the following amounts:

Title I	\$334,860.00
Title IIA	<u>\$109,316.00</u>
Total	\$444,176.00

4. The recommendation of the Superintendent to approve the West Milford Township High School as a member of the **NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION** for the 2016-2017 school year.
5. The recommendation of the Superintendent to approve an agreement with **NJPSAFEA LEGAL ONE** to provide one day of professional development on-site training to district coaches regarding Hot Topics in School Law for Coaches for the 2016-2017 school year, not to exceed \$2,000.00. Account: 11-000-223-390-10-14-000
6. The recommendation of the Superintendent to approve the addition of **SKY ZONE**, Allendale, New Jersey, to the list of Board approved **FIELD TRIP LOCATIONS** for the 2016-2017 school year.
7. The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** for the 2015-2016 school year (annual tuition pro-rated) retroactive from May 16, 2016, through June 30, 2016:

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1 Student #60687	\$6,072.66	Shepard School Kinnelon, New Jersey

8. The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACT** for the 2015-2016 school year (annual tuition pro-rated) retroactive from May 5, 2016 through June 30, 2016:

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1 Student #67309	\$8,980.80	YCS Fort Lee Education Center Fort Lee, New Jersey

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

XVI. EDUCATION - Mrs. Dwyer, Chairperson - Continued

Motion by Mrs. Schultz, seconded by Mrs. O'Brien, to approve the following agenda item:

9. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Instructional and School Support Staff at the mileage rate established by the Board. (Documentation provided electronically.)

ROLL CALL VOTE:

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

The **MOTION PASSED** unanimously.

The following item was pulled; no action was taken:

3. The recommendation of the Superintendent to approve an agreement with the Passaic County Technical Institute, acting as the Lead Education Agency (LEA), to establish a consortium for the submission of the **ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)/NO CHILD LEFT BEHIND (NCLB) - TITLE III GRANT FY 2017** in the amount of \$4,838.00.

XVII. POLICY - Mr. James Devor, Chairperson

Motion by Mr. Devor, seconded by Mrs. O'Brien, to approve the following agenda items:

1. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "School Nutrition Programs." (Code 8540)
2. The recommendation of the Superintendent to approve the Second Reading and Adoption of a new **POLICY** entitled, "Outstanding Food Service Charges." (Code #8550) (Documentation provided electronically.)

ROLL CALL:

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

The **MOTION PASSED** unanimously.

XVIII. NEGOTIATIONS - Mr. James Foody, Chairperson

Motion by Mr. Foody, seconded by Mrs. O'Brien, to approve the following agenda item:

1. The recommendation of the Superintendent to approve the **SIDEBAR AGREEMENT** to the 2015-2018 Collective Bargaining Agreements between the West Milford Board of Education and the following groups: (Document provided electronically.)

**WEST MILFORD EDUCATION ASSOCIATION
WEST MILFORD CUSTODIAL AND MAINTENANCE ASSOCIATION
WEST MILFORD SECRETARIES ASSOCIATION
WEST MILFORD TEACHER ASSISTANT ASSOCIATION**

ROLL CALL:

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

The **MOTION PASSED** unanimously.

Motion by Mr. Foody, seconded by Mrs. O'Brien, to approve the following agenda item:

2. The recommendation of the Superintendent to approve the **SIDEBAR AGREEMENT** to the 2015-2018 Collective Bargaining Agreement between the West Milford Board of Education and the **WEST MILFORD UNAFFILIATED BOARD OFFICE UNIT**. (Document provided electronically.)

ROLL CALL:

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

The **MOTION PASSED** unanimously.

XIX. SPECIAL COMMITTEES/LIAISON REPORTS

Parks & Recreation - Mr. Robbins had no report.

Safety - Mr. Bailey had no report.

Superintendent's Roundtable - Mrs. Schultz spoke about scheduling conflicts. She asked about CPR training, the availability of emergency kits, repairs to equipment and fencing, use of live stream for other events and the use of recyclable trays.

Passaic County School Boards Association - Mrs. Schultz attended last night's meeting. The members were asked to tour PCTI.

XIX. SPECIAL COMMITTEES/LIAISON REPORTS - Continued

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 had no report.

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

XX. OLD BUSINESS

Mr. Riscica spoke about the student grievance policy. He hopes to present it at the next Board meeting.

Mr. Foody reported that the softball game against the Township Council is scheduled for June 4 at Macopin field.

Mr. Foody spoke about the policy manual and his conversation with NJSBA.

Mr. Foody offered a motion, seconded by Mr. Drew, to have NJSBA rewrite the manual.

The Board discussed the pros and cons of this motion.

The motion was withdrawn.

Motion by Mrs. O'Brien, seconded by Mr. Devor, to close Old Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XXI. NEW BUSINESS

Motion by Mrs. O'Brien, seconded by Mrs. Schultz, to close New Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XXII. 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.

Mrs. Green asked the Board to review the appointment of Schwartz, Simon, Edelstein & Celso.

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Motion by Mrs. O'Brien, seconded by Mrs. Schultz, to close Petitions and Requests.

VOICE VOTE: All in Favor. MOTION PASSED.

XXIII. EXECUTIVE SESSION

At 9:28 p.m., Mr. Huber made a motion, seconded by Mrs. O'Brien, to go into Executive Session for the purpose of discussing personnel, negotiations, HIB's, a food service contract, and matters of attorney/client privilege.

VOICE VOTE: All in Favor. MOTION PASSED.

Mr. Bailey left Executive Session at 10:35 p.m.

The Board returned to the public meeting at 11:00 p.m.

Mr. Huber offered a motion, seconded by Mrs. O'Brien, to extend the meeting until 11:00 p.m.

ROLL CALL:

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

The **MOTION PASSED** unanimously.

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

Motion by Mrs. O'Brien, seconded by Mrs. Schultz, to approve the following agenda item:

- 20. The recommendation of the Superintendent to approve the following **SUMMER CUSTODIAL STUDENT INTERNS** at the hourly rate of \$8.38, effective July 5, 2016, through August 26, 2016 - Account: 11-000-262-110-10-10-700:

**TRAVIS ABATE
BRIANNA BABCOCK
RYAN GOOD
ALEXANDER LOSINO**

**STEPHEN ROTELLA
ZACH STARR
DYLAN VANBEVEREN**

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Schultz	Yes	Mrs. Dwyer	Absent	Mr. Bailey	Absent
Mr. Robbins	Yes	Mrs. O'Brien	Yes	Mr. Devor	Yes
Mr. Drew	Yes	Mr. Huber	No	Mr. Foody	No

The **MOTION PASSED:** 5 Yes; 2 No

XXV. EDUCATION - Mrs. Teresa Dwyer, Chairperson

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

- 10. 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 **May 24, 2016**; therefore,

BE IT RESOLVED, that the West Milford Board of Education approves issuance of written decisions affirming, rejecting or modifying the Superintendent's determination in the following HIB investigations as modified:

<u>Incident Report Number</u>	<u>Board Determination</u>
2016/E-5	Unsubstantiated
2016/E-6	Hold for clarification by Superintendent
2016/H-6	Unsubstantiated
2016/H-11	Unsubstantiated
2016/H-12	Unsubstantiated
2016/H-13	Unsubstantiated

2016/M-6 was pulled for clarification.

ROLL CALL:

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

The **MOTION PASSED** unanimously.

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

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda item:

- 1. The recommendation of the Superintendent to approve the following **PROFESSIONAL APPOINTMENTS** for the 2016-2017 school year:

WHEREAS, the State of New Jersey requires business entities to file C. 271 Political Contribution Disclosure forms (PCD) with public agencies for all contracts in excess of \$17,500 pursuant to the Pay-to-Play law (N.J.S.A. 19:44A-20.26); and

WHEREAS, the PCD has been received from the professionals listed below at least 10 days prior to award of the contract; and

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

1. (Continued)

WHEREAS, the Board has received the auditor's Peer Quality Report and meets the requirements of the quality control standards for an auditing practice established by the American Institute of Certified Public Accounts (AICPA),

NOW THEREFORE, BE IT RESOLVED that the Board appoints the following professional positions for the 2016-2017 school year:

Auditor Ferraioli, Weilkotz, Cerullo & Cuva, P.C.
Pompton Lakes, New Jersey

Architects/Engineers: LAN Associates
Midland Park, New Jersey

DiCara | Rubino Architects
Wayne, New Jersey

Settembrino Architects
Red Bank, New Jersey

Attorney Schenck Price Smith & King, LLP
(General Counsel) Florham Park, New Jersey

Attorney Schwartz, Simon, Edelstein & Celso, LLP
(Special Education and Negotiations) Whippany, New Jersey

Attorney Capehart & Scatchard, P.C.
(Workers Compensation) Mt. Laurel, New Jersey

Attorney Rogut McCarthy, LLC
(Bond Counsel) Cranford, New Jersey

Flexible Spending Accounts American Family Life Assurance Company of
Columbus (AFLAC) Fairfield, New Jersey

Tax Shelter Annuity Companies:

AXA Equitable
Edison, New Jersey

Lincoln Financial Advisors
Rochelle Park, New Jersey

Lincoln Investment Planning
Florham Park, New Jersey

MetLife
Roseland, New Jersey

Retirement Annuity Consultants
East Brunswick, New Jersey

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

1. (Continued)

Valic
Woodbridge, New Jersey

Vanguard
Valley Forge, Pennsylvania

BE IT FURTHER RESOLVED that each professional be retained at the rate established in their respective contract; and

BE IT FURTHER RESOLVED that the Board acknowledges the receipt, review and evaluation of the external peer/quality report of the licensed public school accountant authorized to conduct the annual audit; and

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator shall evaluate the performance of each professional utilizing input from the appropriate committees.

ROLL CALL:

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

*Mr. Foody, Mr. Huber and Mr. Robbins voted "No" for Schwartz, Simon, Edelstein & Celso, LLP. The **MOTION PASSED**.

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda item:

37. The recommendation of the Superintendent to award a contract with **POMPTONIAN FOOD SERVICES** (Food Service Management Company - FSMC), Fairfield, New Jersey, for the 2016-2017 school year.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of **\$.1005** per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by **\$1.00** to arrive at an equivalent meal count.

The per meal administrative/management fee of **\$.1005** will be multiplied by total meals.

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

37. (Continued)

The FSMC guarantees the LEA a minimum profit of one hundred thousand dollars (\$100,000.00) for school year 2016-2017.

This guarantee is contingent upon the guarantee requirements as stated below:

- Minimum of 180 serving days.
- Adoption of recommended Student Lunch Price List and Faculty Lunch Price List.
- Reimbursement rates are not less than the previous year.
- Value of USDA donated foods is not less than the previous year.
- Enrollment remains constant.
- The LEA is responsible for kitchen equipment maintenance and repair, small wares purchases, and cleaning of floors in dining room and kitchen area.
- No change in school policy that significantly affects operating revenue or expense.
- A special dietary policy for an individual or group that results in an extraordinary expense will be recorded separately.
- A change in Federal or State regulation that was not in effect at the conclusion of the previous school year that impacts cafeteria operating revenue or expense will be separate. The FSMC will calculate the effect of any change to the LEA's operating performance and adjust the guarantee by the actual amount of the change.
- No restrictions on menu and a la carte offerings except that they meet previously stated HHFKA and USDA Smart Snacks guidelines.
- Any change in cost that results from the implementation of the Affordable Healthcare Act will be separate from the guarantee.
- Increased costs caused by the unionization of the staff would be separate from this guarantee.
- The Offer versus Serve policy is maintained.
- No competitive sales during cafeteria operating hours.
- Based on the Labor Schedule submitted.

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Schultz	Yes	Mrs. Dwyer	Absent	Mr. Bailey	Absent
Mr. Robbins	Yes	Mrs. O'Brien	Yes	Mr. Devor	No
Mr. Drew	Yes	Mr. Huber	Yes	Mr. Foody	No

The **MOTION PASSED:** 5 Yes; 2 No

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XXVII. ADJOURNMENT

Motion by Mr. Drew, seconded by Mrs. Schultz, to adjourn the meeting at 11:18 p.m.

VOICE VOTE:

All in Favor.

MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary/Business Administrator

tc