

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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BOARD OF EDUCATION
MINUTES
WORKSHOP/SPECIAL ACTION MEETING
OCTOBER 18, 2016

Mr. James Foody, Board President, called to order the Workshop/Special Action Meeting of October 18, 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 to remember staff members that have lost family members. 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.

ROLL CALL BY MS. BARBARA FRANCISCO, BOARD SECRETARY:

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

ADMINISTRATION	POSITION	ATTENDANCE
Dr. Alex Anemone	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

There were approximately 10 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

Motion by Mr. Huber, 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 personnel, student matters, 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The executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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 - Dr. Alex Anemone

- Dr. Anemone reported that two High School students were suspended for fighting.
- Monthly Progress toward District Goals - Dr. Anemone updated the Board on the progress made in achieving Goal 1. The district will be piloting the Data Dashboard at Apshawa School to assist in the implementation of differentiated instruction.

He reported progress toward Goal 2 has included the creation of an Arts newsletter, Highlander News and the Superintendent's blog.

To attain Goal 3, he met to begin the process of instituting the AP Capstone Program for the 2017-2018 school year. He noted that the program is rigorous.

Dr. Anemone spoke about the Character Education Programs at each school. West Milford has the greatest number of recognized schools in the country. In November, staff members will show the presentations that earned them recognition by Character.org.

VIII. EDUCATION REPORT - Mr. Daniel Novak

- 2016 Assessment Report - Mr. Novak spoke of the district assessment report. A presentation was provided by Heidi Cosmi-Godau and Dana Lambert. They discussed PSAT and SAT test results for the years 2010 through 2016.

At 8:43 p.m., the Board took a two minute recess.

The Board returned at 8:45 p.m.

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

The following minutes were presented for anticipated action at the Regular Meeting of Monday, October 24, 2016:

- September 20, 2016 Workshop/Special Action Meeting
- September 20, 2016 Executive Session
- September 27, 2016 Regular Meeting
- September 27, 2016 Executive Session

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

Ms. Francisco provided the Board members with copies of the Comprehensive Maintenance Plan for review.

X. LEGAL REPORT

The Legal Report will be provided in Executive Session.

XI. PRESIDENT'S REPORT - Mr. James Foody

Mr. Foody spoke about the Yamaha Band Competition that was held on Saturday, October 12.

He also spoke about the solar initiative and the possibility of utilizing the area behind Macopin School for the solar panels.

Mr. Foody suggested that the Autumn Lights Festival be relocated to Nosenzo Pond Road. He suggested that the district should work together with the Town Council. He planned to suggest this to the Council at their meeting tomorrow.

Mr. Huber suggested that Mr. Foody first approach the Autumn Lights Committee.

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.

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

VOICE VOTE: All in Favor. MOTION PASSED.

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

VOICE VOTE: All in Favor. MOTION PASSED.

SPECIAL ACTION

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.

Minutes for the Workshop/Special Action Meeting of October 18, 2016

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

1. The recommendation of the Superintendent to accept the resignation of **SUSAN TOUW**, 0.5 Special Class Aide, Upper Greenwood Lake School, effective December 11, 2016.

NOTE: Special Class Aide will be released from 60 days' notice required per contract if a replacement is hired prior to December 11, 2016.

2. The recommendation of the Superintendent to **rescind** the appointment of **JAMES MCGOUGH**, Substitute Bus Driver, Transportation, retroactive from September 28, 2016.
3. The recommendation of the Superintendent to approve the appointment of **ASHLEY DISPENZIERS**, 0.6 Special Education Teacher, Macopin School (PC#90.08.40.AQM; 90.08.40.AQT), at the annual salary of \$32,472.00 (BA/1) (prorated), without health benefits, effective October 19, 2016, through June 30, 2017, per Board of Education/WMEA Agreement. (Replaces Lyons) Account: 11-213-100-101-10-10-000
4. The recommendation of the Superintendent to approve an extension to a leave of absence for **VASA SAVOV**, Special Use Vehicle Driver, Transportation, with pay using sick and personal days, retroactive from September 6, 2016, through October 3, 2016, then without pay under the Family Medical Leave Act, retroactive from October 4, 2016, through October 10, 2016. (Medical)
5. The recommendation of the Superintendent to approve a leave of absence for **JOHN GALLOWAY**, School Bus/Van Driver, Transportation, with pay using death in family and personal days, retroactive from October 10, 2016, through October 20, 2016, then without pay, effective October 21, 2016, through October 28, 2016. (Personal)

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

6. The recommendation of the Superintendent to approve a leave of absence for **DEBORAH HACHEY**, School Bus/Van Driver, Transportation, with pay using sick and personal days, retroactive from September 1, 2016, through October 6, 2016, then without pay under the Family Medical Leave Act, retroactive from October 7, 2016, through December 2, 2016. (Medical)

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

7. The recommendation of the Superintendent to approve an extension to a leave of absence for **CARMELA DUNLEAVY**, Cafeteria Kitchen Worker, High School, without pay under the Family Medical Leave Act, retroactive from October 14, 2016, through December 18, 2016, then a leave of absence without pay, effective December 19, 2016, through January 1, 2017. (Medical)

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

Minutes for the Workshop/Special Action Meeting of October 18, 2016

8. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (August 2016)** for the following **MACOPIN SCHOOL STUDENT ACTIVITY AFTER SCHOOL CLUB, ADVISOR and HOURS** for the 2016-2017 school year, at the hourly rate of \$31.00, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>
GREGORY ZACKAROFF	Weight Training	24 (12 Fall/12 Winter)

9. The recommendation of the Superintendent to approve **KENNETH RYERSON**, as an addition to the list of **EVENT WORKERS** for the 2016-2017 school year, retroactive from September 1, 2016.

ROLL CALL FOR ITEM #5:

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

The **MOTION FAILED**.

ROLL CALL FOR ITEMS #1 THROUGH #4, AND #6 THROUGH #9:

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

The **MOTION PASSED** unanimously.

SPECIAL ACTION

XV. EDUCATION - Mrs. Teresa Dwyer, Chairperson

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

1. The recommendation of the Superintendent to approve the submission of the **NJQSAC STATEMENT OF ASSURANCE** for the 2016-2017 school year. (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the following **HIGH SCHOOL OVERNIGHT FIELD TRIP** for the 2016-2017 school year:

MODEL UN

Purpose of Trip: Model UN debate competition

Location:	East Brunswick, New Jersey
Dates of Trip:	November 17-20, 2016
Number of Students:	12
Cost of Trip to Students:	\$424.17

XV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

2. (Continued)

Name of Advisor: Amanda Mock
 Number of School Days Missed: 1
 Number of Chaperones: 2
 Cost to District: \$255.00 Transportation
 (Academic Competition)

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

3. The recommendation of the Superintendent to approve an addition to the following **SPECIAL EDUCATION EXTENDED SCHOOL YEAR OUT-OF-DISTRICT TUITION CONTRACT** retroactive from July 5, 2016, to July 29, 2016:

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1 Student #71330	\$4,500.00 1:1 Aide	New Bridges (Bergen County Special Services) Paramus, New Jersey

4. The recommendation of the Superintendent to approve an addition to the following **SPECIAL EDUCATION DAY SCHOOL OUT-OF-DISTRICT TUITION CONTRACT** retroactive from September 6, 2016, to October 31, 2016:

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1 Student #71330	\$9,000.00 1:1 Aide	New Bridges (Bergen County Special (Services) Paramus, New Jersey

5. The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION OUT-OF-DISTRICT DAY SCHOOL TUITION CONTRACTS** for the 2016-2017 school year retroactive from September 1, 2016, through June 30, 2017 (annual tuition pro-rated):

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
2 Student #'s: 63472, 63242	\$47,307.60	Legacy Treatment Services The Mary A. Dobbins School Hainesport, New Jersey

NOTE: The district to pay for the educational component of this residential placement.

6. The recommendation of the Superintendent to approve parent/guardian reimbursement payments for the following services in accordance with student IEP's:

<u>Student Number</u>	<u>Reimbursement Service</u>	<u>Amount</u>
70098	ESY - Multisensory Reading Services	\$540.00
68294	Independent Speech/Language Evaluation	\$695.00

XV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

DISCUSSION: Mr. Huber asked for an explanation on Item #1 - QSAC. Dr. Anemone explained the process.

ROLL CALL:

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

The **MOTION PASSED** unanimously.

Mr. Foody offered a motion, seconded by Mr. Huber, to delay Executive Session until 9:25 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

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

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

1. The recommendation of the Superintendent to approve a transportation shuttle trip request from **WEST MILFORD TOWNSHIP AUTUMN LIGHTS FESTIVAL** to provide bus shuttle service from the Hillcrest Community Center/West Milford P.A.L. parking locations to the West Milford Public Library, retroactive from October 8, 2016, at the in-county field trip transportation rate of \$38.00 per hour, including overtime costs.
2. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (September 27, 2016)**, for a **COORDINATED TRANSPORTATION AGREEMENT** with **WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT** to provide transportation services for the 2016-2017 school year, **retroactive from July 1, 2016**, through June 30, 2017.
3. The recommendation of the Superintendent to approve a **COORDINATED TRANSPORTATION AGREEMENT** with **WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT**, Oxford, New Jersey, to transport one (1) West Milford student (ID#62602) to **GREENBROOK ACADEMY**, Bound Brook, New Jersey, (Route #GRNAC), retroactive from September 16, 2016, through June 30, 2017, at a prorated contract cost \$14,933.30, plus a 4% administration fee of \$597.30, for a total cost of \$15,530.60.
4. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Transportation Department Staff at the mileage rate established by the Board. (Documentation provided electronically.)

XV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

- (5.) The recommendation of the Superintendent to approve **TRAINING AND TRAVEL EXPENDITURES** for Glenn Huber, Board Trustee, to attend the Fall School Law Forum, at the 2016 New Jersey School Boards Annual Workshop in Atlantic City, New Jersey, on October 27, 2016. (Documentation provided electronically.)

ROLL CALL:

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

*Mr. Huber abstained on Item #5. The **MOTION PASSED.**

WORKSHOP/DISCUSSION

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

The following items were presented for anticipated action at the Regular Meeting of Monday, October 24, 2016:

- 1. The recommendation of the Superintendent to accept the resignation, with regret, of **EDWARD MILLER**, Industrial Arts Teacher, High School, effective June 30, 2017, for the purpose of retirement.
- 2. The recommendation of the Superintendent to approve an **EXTENSION OF ASSIGNMENT** for **RENATE RAPP**, Long Term Substitute 0.6 World Language Teacher (German), District-wide (PC#90.08.46.BNQ; 90.09.46.AOD), at the per diem rate of \$90.00, without health benefits, effective November 1, 2016, through November 30, 2016, per Board of Education/WMEA Agreement. (Replaces Rapp) Accounts: 11-140-100-101-10-103, 11-130-130-100-101-10-10-103
- 3. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/ COACHES/NURSES/SPECIAL PROJECTS** for the 2016-2017 school year, effective October 25, 2016, through June 30, 2017.

NOTE: Names will be added prior to the Regular Board Meeting

- 4. The recommendation of the Superintendent to approve the following additions to the non-certified personnel list of **SUBSTITUTE SECRETARIES/ BUILDING AIDES/CAFETERIA AIDES/SPECIAL CLASS AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS & VEHICLE AIDES** for the 2016-2017 school year, effective October 25, 2016, through June 30, 2017.

NOTE: Names will be added prior to the Regular Board Meeting

- 5. The recommendation of the Superintendent to approve the following **SALARY GUIDE CHANGE** adjustment for certified teaching staff members, retroactive from September 1, 2016, through June 30, 2017, per Board of Education/WMEA Agreement:

<u>Employee</u>	<u>From</u>	<u>To</u>	<u>Salary</u>
CHRISTINE CEMELLI	BA/5	MA/5	\$60,870.00

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

6. The recommendation of the Superintendent to approve the following **HIGH SCHOOL JOIN-IN CLUB ADVISORS** for the 2016-2017 school year, at an hourly rate of \$31.00, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

<u>Advisor</u>	<u>Hours</u>	<u>Payment</u>
LAURA DAVIS	18	\$558.00
KELLY McCOURT	18	\$558.00
LORI KELLEY	18	\$558.00

7. The recommendation of the Superintendent to approve the following additions to the list of **HOME INSTRUCTORS** at the hourly rate of \$36.00 for the 2016-2017 school year, per Board of Education/WMEA Agreement - Account: 11-150-100-101-10-10-000:

STEPHANIE HUNGER
CANDICE OLTMANN

8. The recommendation of the Superintendent to approve the following **AFTER SCHOOL CLUBS and ADVISORS** 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>School</u>	<u>Hours</u>	<u>Payment</u>
SAMANTHA PETTORINI	Student Council	Aphawa	11	\$341.00
MICHELLE ROMER	Student Council	Aphawa	11	\$341.00
RICHARD ANDERSON	TREP\$	Aphawa	15	\$465.00
PHYLLIS BLAU	Literacy Club	MH	7	\$217.00
HOLLY STANLEY	Kindergarten	Westbrook	7.5	\$232.50
MARY LOTITO	Kindergarten	Westbrook	7.5	\$232.50
REGINA CANALI	Math Mania	Westbrook	6.25	\$193.75
KELLY YOST	Math Mania	Westbrook	6.25	\$193.75
DANIELLE POST	Book	Westbrook	4.5	\$139.50
STEPHANIE NEBIKER	Book	Westbrook	4.5	\$139.50
JENNIFER CASPERSON	Making Strides	Westbrook	7	\$217.00
CARL MONEGO	Making Strides	Westbrook	7	\$217.00
JODIE COMUNE	Book C.L.U.B.	Westbrook	6	\$186.00
SUZANNE OESTERLE	Book C.L.U.B.	Westbrook	6	\$186.00
CHRISTOPHER JONES	Running	Westbrook	7	\$217.00
ALISON PERRY	Running	Westbrook	7	\$217.00
CHRISTINE ERRICHELLO	Westbrook Cares	Westbrook	11	\$341.00
WENDY BECKER	Westbrook Cares	Westbrook	11	\$341.00
MARK DiDONATO*	Tabletop	Macopin	12	\$372.00

*Funded through the registration fees - Account: 11-401-100-110-10-10-000

NOTE: Funded through the PTA

WORKSHOP/DISCUSSION

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

9. The recommendation of the Superintendent to approve **LAURA DeSENA** as advisor for the **HIGH SCHOOL SENIOR PARENT BOOK CLUB** for the 2016-2017 school year, at the hourly rate of \$31.00, not to exceed six (6) hours, per Board of Education/WMEA Agreement. Account: 11-401-100-110-10-10-000

10. The recommendation of the Superintendent to approve the following **MACOPIN SCHOOL STUDENT ACTIVITY CLUBS and ADVISORS** for the 2016-2017 school year at the hourly rate of \$31.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-XXX ESEA-NCLB Grant:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
ROBERT CALLAMARI	AIM	31.5	\$ 976.50
MICHELLE LUGERNER	AIM	34.5	\$1,069.50
JENNIFER FEAR	AIM	63.0	\$1,953.00
JACQUELINE SEGAL (SUB)			

NOTE: Funded through the ESEA-NCLB Title I Grant

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

<u>Student</u>	<u>College</u>	<u>Grade/Subject</u>
ROBERT LEET	Montclair State	Elementary Music

12. The recommendation of the Superintendent to approve the following advisors for **FAMILY LITERACY NIGHT** for the 2016-2017 school year at the hourly rate of \$31.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-XXX - Title I ESEA/NCLB Grant:

<u>Advisor</u>	<u>School</u>	<u>Hours</u>	<u>Payment</u>
TBD			

NOTE: Funded through the ESEA/NCLB Title I Grant

13. The recommendation of the Superintendent to approve the following **STUDENT ACTIVITY ASSIGNMENTS and STIPENDS** for the 2016-2017 school year, at a stipend per event of \$70.00 for Chaperones and \$147.00 for accompanists, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

<u>Employee</u>	<u>Position</u>	<u>School</u>
RICHARD ANDERSON	Concert Chaperone	Apshawa
KRISTA BASILE	Concert Chaperone	Apshawa
SARAH WARREN	Concert Chaperone	Apshawa
LAUREN YARMULA	Concert Chaperone (Winter)	Apshawa
KELLEY VISAGGIO	Concert Chaperone (Spring)	Apshawa
TRICIA GRANNEY	Concert Chaperone	Maple Road

WORKSHOP/DISCUSSION

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

13. (Continued)

<u>Employee</u>	<u>Position</u>	<u>School</u>
COLLEEN MINICK	Concert Chaperone	Maple Road
PHYLLIS BLAU	Concert Chaperone (Winter)	Marshall Hill
ALICE SUSKA	Concert Chaperone (Winter)	Marshall Hill
MERJEME DUFFY	Concert Chaperone (Spring)	Marshall Hill
SANDY HEFFERON	Concert Chaperone (Spring)	Marshall Hill
DIANNE BYERS	Concert Chaperone (Winter)	Paradise Knoll
CHRISTINE CALABRESE	Concert Chaperone (Winter)	Paradise Knoll
MELISSA KEIL	Concert Chaperone (Spring)	Paradise Knoll
ROBIN WALLEES	Concert Chaperone (Spring)	Paradise Knoll
SUSAN MORRIS	Concert Chaperone (Winter)	Upper Greenwood Lake
GINGER TURI	Concert Chaperone (Winter)	Upper Greenwood Lake
CHRISTINE CEMELLI	Concert Chaperone (Spring)	Upper Greenwood Lake
LESLIE SPOHN	Concert Chaperone (Spring)	Upper Greenwood Lake
COLLEEN MINICK	Concert Chaperone	Westbrook School
DIANE PIZZULO	Concert Chaperone	Westbrook School
KRISTA SWEER	Accompanist	Marshall Hill
KRISTA SWEER	Accompanist	Upper Greenwood Lake

NOTE: Positions are for Winter and Spring Concerts unless indicated.

14. The recommendation of the Superintendent to approve the following **FAMILY NUMERACY INSTRUCTORS** for the 2016-2017 school year, at the hourly rate of \$31.00, not to exceed five (5) hours per instructor, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

<u>Apschawa</u>	<u>Maple Road</u>
GEORGEAN COLEMAN	THOMAS ANTONUCCI
LISA LAVIANO	DIANA BIVONA
KAREN McCOURT	BARBARA EDWARDS
DARLENE McNAMARA	TRICIA GRANAY
KATHLEEN MENDES	DEBORAH MALATAK
MARLO RAMBOWSKI	KRISTEN ROSIMINI
CHRISTINA RODEK	JUSTIN RUNNE
PETRINA VALESE	
<u>Marshall Hill</u>	<u>Upper Greenwood Lake</u>
PHYLLIS BLAU	ERIN BRANAGAN
JULIE CANGIALOSI	YVONNE CATALIOTO
PAUL CHIESA	CHRISTINE CEMELLI
ELLEN COMERFORD	KELLY COMERFORD
RACHEL LEHR	TINA IRAGGI
COLLEEN BEGLEY	ELIZABETH MESSANO
KELLY MONGELLI	SUSAN MORRIS
SHAWN RHINESMITH	CHARLENE PAPPAS
ALICE SUSKA	BLAKE VISCONTI
WENDY WITTMAN	KRISTA YUHAS

WORKSHOP/DISCUSSION

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

14. (Continued)

Westbrook

REGINA CANALI
MEGAN DONEGAN
CHRISTINE ERRICHIELLO
MAUREEN KELLY
STEPHANIE NEBIKER
SUZANNE OESTERLE
DIANE PIZZULO
DANIELLE POST
HOLLY STANLEY

Paradise Knoll

ELLEN DOUGHERTY
TRICIA GINDER
SHANNON RICKER
KRISTEN SEIBERT
KELLY STOCCHETTI

15. The recommendation of the Superintendent to approve the following **NJ MATH LEAGUE ADVISORS** for the 2016-2017 school year at the hourly rate of \$31.00, not to exceed five (5) hours per advisor, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

Advisor

GLENN ANTON
DIANA BIVONA
PHYLLIS BLAU
CHRISTINE CEMELLI
DEBORAH KRUEGER
KATHLEEN MARXEN
SUSAN MORRIS

JUSTIN RUNNE
KELLY STOCCHETTI
ALICE SUSKA
SARAH WARREN
LAUREN YARMULA
KRISTA YUHAS

16. The recommendation of the Superintendent to approve the following **VOLUNTEER** to the **STUDENT ACTIVITY PROGRAMS** for the 2016-2017 school year:

<u>Name</u>	<u>School</u>	<u>Assignment</u>
AURILLA CARD	High School	Color Guard

NOTE: Pending fingerprint clearance. The district will reimburse for the fingerprint process for volunteers.

WORKSHOP/DISCUSSION

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

The following items were presented for anticipated action at the Regular Meeting of Monday, October 24, 2016:

1. The recommendation of the Superintendent to approve a contract with **BSE WELL & WATER TREATMENT LLC**, Highland Lakes, New Jersey, to replace the water tank at Paradise Knoll School in an amount of \$13,000.00. (Documentation provided electronically.)

WORKSHOP/DISCUSSION

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

2. The recommendation of the Superintendent to approve a contract with **SUPERIOR ALUMINUM PRODUCTS, INC.**, Russia, Ohio, to provide railing for the front stairs of the High School in an amount not to exceed \$3,370.00.
3. The recommendation of the Superintendent to approve a contract with **MAJKA RAILING**, Paterson, New Jersey, to measure, prepare shop drawings and install railing for front stairs at the High School in an amount not to exceed \$2,500.00.
4. The recommendation of the Superintendent to approve payments to employee(s) for participation in the **HEALTH BENEFITS INCENTIVE** program. Account: 11-000-291-270-10-13-000 (Documentation provided electronically.)
5. The recommendation of the Superintendent to approve a transportation field trip request from **OUR LADY QUEEN OF PEACE CHURCH YOUTH GROUP** to provide school bus service from Our Lady Queen of Peace Church to Lentini Farm, Newton, New Jersey, on October 29, 2016, at the out-of-county field trip transportation rate of \$42.00 per hour, including overtime costs.
6. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **SUSSEX COUNTY REGIONAL COOPERATIVE** for Special Education Transportation services for the 2016-2017 school year, with a cost for Special Education Transportation of \$TBD, and an administrative fee of \$TBD, for a total cost not to exceed \$TBD.
7. The recommendation of the Superintendent to approve the completion of **SCHOOL BUS EMERGENCY EVACUATION DRILL REPORTS** for all routes, in accordance with N.J.A.C. 6A:27-11.2. (Documentation provided electronically.)

<u>Date</u>	<u>School</u>	<u>Principal/Supervisor</u>
10/20/16	St. Catherine of Bologna	Sr. Theresa Firenze
10/20/16	WMHS/Macopin School	Paul Gorski/Marc Citro
10/20/16	Highlander Academy	Gayle Strauss
10/19/16	Paradise Knoll School	Patricia Hart, Interim
10/18/16	Westbrook School	Dr. Joan Oberer, Interim
10/18/16	Apshawa School	Stephanie Primavera
10/18/16	New Beginnings Annex (Apshawa)	Brian McCarter (Supervisor)
10/20/16	New Beginnings Annex (Macopin)	Brian McCarter (Supervisor)

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

7. (Continued)

<u>Date</u>	<u>School</u>	<u>Principal/Supervisor</u>
10/19/16	Marshall Hill School	Michael McCormick
10/18/16	New Beginnings Annex (Maple Road)	Brian McCarter (Supervisor)
10/18/16	Maple Road School	William Kane
10/18/16	U.G.L. School	Dr. Gregory Matlosz

8. The recommendation of the Superintendent to approve the following Resolution for approval and submission of a **COMPREHENSIVE MAINTENANCE PLAN:**

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the West Milford Township School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the West Milford Township School District hereby approves and authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan, including the M-1, for the West Milford Township School District in compliance with Department of Education requirements. (Documentation provided electronically.)

9. The recommendation of the Superintendent to approve a professional services agreement with **NEW JERSEY TEACHER TO TEACHER, METHODS IN MATHEMATICS CONSULTANT**, East Brunswick, New Jersey, in an amount not to exceed \$40,500.00, for the 2016-2017 school year. Account: 20-270-200-320-10-50-000 Title IIA ESEA-NCLB

NOTE: This recommendation is based on the results of the Competitive Proposals received on July 15, 2016.

10. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **October 24, 2016**, in the amount of \$ TBD . (Documentation to be provided electronically.)

11. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **October 24, 2016:**

WORKSHOP/DISCUSSION

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

11. (Continued)

BE IT RESOLVED, by the Board of Education of the Township of West Milford that the following transfers made on the financial records of the Board affecting the **2016-2017** budget be affirmed and approved. (Document to be provided.)

Total transfers in the amount of \$ TBD .

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

WHEREAS, the Agenda file of **October 24, 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:

\$ TBD as of September 30, 2016, therefore

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

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

RESOLVED, that the Board certify as of September 30, 2016, after review of the Secretary's Monthly Report (A-148) 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.

WORKSHOP/DISCUSSION

XIX. POLICY - Mr. James Devor, Chairperson

The following items were presented for anticipated action at the Regular Meeting of Monday, October 24, 2016:

1. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Employment of Chief School Administrator." (Code #1220) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Employment of School Business Administrator/Board Secretary." (Code #1310) (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Athletic Competition." (Code #2431) (Documentation provided electronically.)

XIX. POLICY - Mr. Devor, Chairperson - Continued

4. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Creating Positions." (Code #3111) (Documentation provided electronically.)
5. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Employment Contract." (Code #3124) (Documentation provided electronically.)
6. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Employment of Teaching Staff Members." (Code #3125) (Documentation provided electronically.)
7. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "District Mentoring Program." (Code #3126) (Documentation provided electronically.)
8. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "District Mentoring Program." (Code #3126) (Documentation provided electronically.)
9. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Resignation." (Code #3141) (Documentation provided electronically.)
10. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Certification of Tenure Charges." (Code #3144) (Documentation provided electronically.)
11. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Certification of Tenure Charges." (Code #3144) (Documentation provided electronically.)
12. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Teaching Staff Member/School District Reporting Responsibilities." (Code #3159) (Documentation provided electronically.)
13. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Outside Employment as Athletic Coach." (Code #3231) (Documentation provided electronically.)
14. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Professional Development for Teachers and School Leaders." (Code #3240) (Documentation provided electronically.)
15. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Professional Development for Teachers and School Leaders." (Code #3240) (Documentation provided electronically.)
16. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Support Staff Member/School District Reporting Responsibilities." (Code #4159) (Documentation provided electronically.)

WORKSHOP/DISCUSSION

XIX. POLICY - Mr. Devor, Chairperson - Continued

17. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Health Services Personnel." (Code #5305) (Documentation provided electronically.)
18. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Administration of Medication." (Code #5330) (Documentation provided electronically.)
19. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Screening for Dyslexia." (Code #5339) (Documentation provided electronically.)
20. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Student Suicide Prevention." (Code #5350) (Documentation provided electronically.)
21. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Student Suicide Prevention." (Code #5350) (Documentation provided electronically.)
22. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Student Use of Vehicles on School Grounds." (Code #5514) (Documentation provided electronically.)
23. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Student Grievance." (Code #5710) (Documentation provided electronically.)
24. The recommendation of the Superintendent to approve the Second Reading and Adoption of a new **POLICY** entitled, "Unmanned Aircraft Systems (UAS also known as Drones)." (Code #7481) (Documentation provided electronically.)
25. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Care of Injured and Ill Persons." (Code #8441) (Documentation provided electronically.)
26. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **REGULATION** entitled, "Care of Injured and Ill Persons." (Code #8441) (Documentation provided electronically.)
27. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Management of Pediculosis." (Code #8454) (Documentation provided electronically.)
28. The recommendation of the Superintendent to approve the Second Reading and Adoption of a revised **POLICY** entitled, "Student Teachers/Interns." (Code #9541) (Documentation provided electronically.)

WORKSHOP/DISCUSSION

XX. EDUCATION - Mrs. Teresa Dwyer, Chairperson

The following items were presented for anticipated action at the Regular Meeting of Monday, October 24, 2016:

XX. EDUCATION - Mrs. Dwyer, Chairperson - Continued

1. The recommendation of the Superintendent to approve the following **TEXTBOOK ADOPTIONS** for the 2016-2017 and 2017-2018 school years, respectively:

Course: Spanish 3
 Textbook: Avancemos Spanish 3
 Authors: Gahala and Carlin
 Publisher: Holt McDougal of Houghton Mifflin Harcourt
 Copyright: 2013/2018
 ISBN Number: 978-0-54-4973-343
 Number of Books Needed: 100
 Cost Per Book: \$106.40
 (includes hard text and electronic copy)
 Price: \$11,065.60
 Account: 11-190-100-640-09-62-000

Course: French 3 and 4H/AP
 Textbook: Discovering French Today 3 Rouge
 Author: Valette
 Publisher: Holt McDougal
 Copyright: 2013
 ISBN Number: 978-054-4020-184
 Number of Books Needed: 20
 Cost Per Book: \$99.95
 Price: \$2,078.96
 Account: 11-190-100-640-09-62-000

3. The recommendation of the Superintendent to approve the following **REGULAR AND SPECIAL EDUCATION TUITION RECEIVABLE CONTRACTS** for the 2016-2017 school year (Tuition Pro-rated):

<u>District Placement</u>	<u>Tuition</u>	<u>Sending District</u>
1	\$15,189	Paterson, New Jersey
Kindergarten	\$13,384	Garfield, New Jersey
5	\$15,189	Garfield, New Jersey
2	\$15,189	Garfield, New Jersey
4	\$15,189	Wanaque, New Jersey
6	\$14,905	Vernon, New Jersey
6	\$14,905	Vernon, New Jersey
Preschool Handicapped	\$21,666	Bloomington, New Jersey
8	\$14,905	State of New Jersey
12	\$15,466	State of New Jersey
8	\$15,466	State of New Jersey
3	\$15,189	State of New Jersey

NOTE: State of New Jersey reimburses for out-of-state and students that have been residing in the shelter over 180 days.

4. The recommendation of the Superintendent to approve the addition of the following **GENERAL EDUCATION/SPECIAL EDUCATION DISTRICT CONSULTANTS, PHYSICIANS, HOSPITALS/MEDICAL CENTERS, CLINICS, AGENCIES** for the 2016-2017 school year:

Hospitals/Medical Centers, Clinics, Agencies

Care Finders Total Care LLC

XX. EDUCATION - Mrs. Dwyer, Chairperson - Continued

5. 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.)

XXI. OLD BUSINESS

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

WHEREAS, The West Milford Township Public Schools has a rich heritage and tradition of outstanding athletic programs, teams, coaches, athletes, and special contributors who have provided support to our athletes and programs; and

WHEREAS, in recognition of the need to perpetuate the memory of those exceptional people who brought honor to West Milford High School and who can serve as role models for present and future generations, the District hereby organizes the "West Milford High School Athletic Hall of Fame", and

WHEREAS, in doing so, the Board wishes to honor former athletes, teams, coaches, and special contributors who demonstrated outstanding achievement as well as those individuals who provided distinguished service to West Milford High School in the area of athletics; and

WHEREAS, the ultimate purpose of the Hall of Fame is to honor excellence in those who generated greater visibility for the high school, its academics, and who maintained pride in the athletic traditions of the community and inspired others through outstanding athletic achievements; and

WHEREAS, nominations in the West Milford High School Athletic Hall of Fame are open to all male and female athletes, coaches, and special contributors, living or deceased, who have distinguished themselves in interscholastic athletic competition as part of a West Milford High School team; and

WHEREAS, the West Milford High School Athletic Hall of Fame will be governed by a Hall of Fame Executive Committee comprised of at least five (5) voting members; and

WHEREAS, a Hall of Fame Selection Committee will be comprised voting members who will meet bi-annually to select inductees based on the criteria specified in the By-Laws of the "West Milford High School Athletic Hall of Fame; and

WHEREAS, inductees or inductee representatives will be honored at an Induction Ceremony determined by the Hall of Fame Executive Committee.

NOW, THEREFORE BE IT RESOLVED, the West Milford Board of Education endorses the creation of the "West Milford High School Athletic Hall of Fame" and,

BE IT FINALLY RESOLVED that the "West Milford High School Athletic Hall of Fame" shall meet as soon as possible to establish the framework to organize and govern the Hall of Fame, as well as the rules for inducting each of the outstanding athletes, coaches, teams, and special contributors to be honored.

XXI. OLD BUSINESS - Continued

ROLL CALL:

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

The **MOTION PASSED** unanimously.

Motion by Mrs. Schultz, seconded by Mrs. Dwyer, to close Old Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XXII. NEW BUSINESS

Copies of the Mission Statement and Vision Statement were distributed, read, and discussed by the Board members.

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

VOICE VOTE: All in Favor. MOTION PASSED.

Mr. Huber offered a motion, seconded by Mrs. Schultz, to extend the meeting to 10:30 p.m.

**VOICE VOTE: Mr. Drew voted, "No." MOTION PASSED.
All Others in Favor.**

XXIII. 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.

William Cytowicz expressed his disappointment at Board member absenteeism.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XXIV. EXECUTIVE SESSION

At 9:25 p.m., Mr. Huber made a motion, seconded by Mrs. Schultz, to go into Executive Session for the purpose of discussing personnel, student matters, negotiations and matters of attorney/client privilege.

VOICE VOTE: All in Favor. MOTION PASSED.

The Board returned to the public meeting at 10:01 p.m.

Mr. Foody offered a motion, seconded by Mr. Huber, to reconsider Item #5 under Personnel.

ROLL CALL:

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

The **MOTION PASSED** unanimously.

Motion by Mr. Huber, seconded by Mrs. Schultz, to approve the following Personnel Item #5:

- The recommendation of the Superintendent to approve a leave of absence for **JOHN GALLOWAY**, School Bus/Van Driver, Transportation, with pay using death in family and personal days, retroactive from October 10, 2016, through October 20, 2016, then without pay, effective October 21, 2016, through October 28, 2016. (Personal)

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

ROLL CALL:

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

The **MOTION PASSED** unanimously.

XXV. ADJOURNMENT

Motion by Mr. Drew, seconded by Mrs. Schultz, to adjourn the meeting at 10:05 p.m.

VOICE VOTE:

All in Favor.

MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary/Business Administrator

tc