

**WEST MILFORD TOWNSHIP BOARD OF EDUCATION**

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**BOARD OF EDUCATION  
MINUTES  
SPECIAL MEETING  
TUESDAY, FEBRUARY 7, 2017**

Mr. James Foody, Board President, called to order the Special Meeting of the Board of Education on February 7, 2017, at 7:08 p.m. in the Westbrook School Media Center. He led the flag salute, read the Open Public Meetings Act Statement, and asked for a moment of silence for the men and women in our armed services. 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, the Messenger, West Milford Town Hall, the County Superintendent's Office, the Board Attorney, and Cablevision of Warwick; and posted in the Administration Building. Copies of the Board Meeting Calendar Resolution were provided to all local media, Town Hall, Township Library, and all district schools.

**MS. BARBARA FRANCISCO, BOARD SECRETARY, CALLED THE ROLL:**

<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>
Mr. Bailey	Present/Arr. 8:57 p.m.	Mrs. Dwyer	Present	Mrs. O'Brien	Present/Arr. 7:10 p.m.
Mr. Cytowicz	Present	Mr. Foody	Present	Mr. Robbins	Absent
Mr. Drew	Present	Mr. Huber	Present	Vacant	

<b>ADMINISTRATION</b>	<b>POSITION</b>	<b>ATTENDANCE</b>
Dr. Alex Anemone	Superintendent of Schools	Present
Ms. Barbara Francisco	Board Secretary/Business Administrator	Present
Mr. Daniel Novak	Director of Education	Present/Arr. 7:15 p.m.
Dr. Elizabeth McQuaid	Director of Special Services	Present
Joseph Roselle, Esq.	Board of Education Attorney	Absent

There were approximately eight members of the public in attendance.

**Minutes for the Special Meeting of February 7, 2017**

**VI. PURPOSE OF MEETING**

The purpose of the meeting was to review ethics and compliance, facilitated by Kathy Helewa, Field Representative from the New Jersey School Boards Association. The Board also interviewed the candidates to fill the vacancy on the board and take action on personnel matters.

**VII. 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 9:30 p.m. for approximately 30 minutes for the purpose of deliberating on the candidates interviewed for the Board vacancy, and for discussing personnel 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.**

**VIII. 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. O'Brien, seconded by Mr. Cytowicz, to close Petitions and Requests.

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

**IX. Motion by Mr. Huber, seconded by Mrs. O'Brien, to adopt the agenda, as amended.**

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

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

Kathy Helewa, Field Representative, New Jersey School Board Association, discussed the School Ethics Act and provided a presentation to review the act in detail and with examples.

The School Ethics commission can provide Advisory Opinions if you seek clarification. This service can only be requested by Board members or administrators. Ethics Complaints can be filed by any member of the public. It was suggested that the district develop a census of family members that work in schools.

The presentation ended at 8:12 p.m.

Minutes for the Special Meeting of February 7, 2017

X. PRESIDENT'S REPORT - Mr. Foody - Continued

The Board interviewed candidates for the vacancy on the Board.

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

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

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

1. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (November 2016)**, for a leave of absence for **LAURA SELTENRICH**, Grade 1 Teacher, Apshawa School, with pay using sick days **retroactive from February 6, 2017, through February 24, 2017**, then without pay under the Family Medical Leave Act effective **February 27, 2017**, through June 30, 2017. (Maternity/Child Rearing)

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

2. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (January 2017)**, for the appointment of **JOANNA VARGAS**, Long Term Substitute Grade 1 Teacher, Apshawa School (PC#99.01.00.BZN), at the per diem rate of \$150.00, without health benefits, **retroactive from February 6, 2017**, through June 30, 2017. (Replaces Seltenrich) Account: 11-120-100-101-10-10-103

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

**ROLL CALL:**

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

The **MOTION PASSED** unanimously.

XII. EXECUTIVE SESSION

At 10:00 p.m., Mr. Huber offered a motion, seconded by Mrs. O'Brien, to go into Executive Session for a period not to exceed 30 minutes.

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

The Board returned to the public session at 10:34 p.m.

**Minutes for the Special Meeting of February 7, 2017**

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

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

(1.) 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 **February 7, 2017**; therefore,

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

<u>Incident Report Number</u>	<u>Board Determination</u>
2017/E-11	Unsubstantiated
2017/H-4	Substantiated

**ROLL CALL:**

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

\*Mr. Huber abstained on HIB 2017/E-11. The **MOTION PASSED**.

Mrs. Dwyer offered a motion, seconded by Mr. Huber, to appoint Nicole Fritz to fill the vacancy on the Board.

**ROLL CALL:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mr. Drew	Yes	Mrs. Dwyer	Yes	Mrs. O'Brien	Yes
Mr. Cytowicz	Yes	Mr. Robbins	Absent	Mr. Foody	Yes
Mr. Bailey	No	Mr. Huber	Yes	Vacant	

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

**XIV. ADJOURNMENT**

Motion by Mr. Cytowicz, seconded by Mr. Drew, to adjourn the meeting at 10:39 p.m.

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

Respectfully submitted,

Barbara Francisco  
Board Secretary/Business Administrator