

**WEST MILFORD TOWNSHIP BOARD OF EDUCATION**  
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**BOARD OF EDUCATION**  
**MINUTES**  
**WORKSHOP/REGULAR/PRELIMINARY BUDGET HEARING MEETING**  
**MARCH 20, 2018**

Mrs. Lynda Van Dyk, Board President, called to order the Workshop/Regular/Preliminary Budget Hearing Meeting of the Board of Education at 7:31 p.m., in the Westbrook School Media Center. Mrs. Van Dyk asked for a moment of silence for the tragedy that occurred in Maryland, led the flag salute, and read the Open Public Meetings Act Statement. Mrs. Van Dyk also reminded everyone in attendance to silence or turn off their cell phones and note the location 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 on the district's website. 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	Absent/Arr. 7:38 p.m.	Mrs. Dwyer	Absent	Mr. Huber	Present
Mr. Cytowicz	Present	Mr. Guarino	Present	Mrs. O'Brien	Present
Mr. Drew	Present	Mrs. Fritz	Present	Mrs. Van Dyk	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
Madison McIntyre	Student Representative	Present

There were approximately 25 members of the public in attendance.

VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

Preliminary Budget Hearing - Dr. Anemone provided a power point presentation on the 2018-2019 Preliminary Budget for the Board and the public. Mr. Novak spoke about curriculum highlights and Dr. McQuaid spoke about additional special education programs during the presentation. Ms. Francisco and Dr. Anemone responded to Board members questions regarding the budget.

Dr. Anemone spoke about Monthly Progress toward District/School/Department Goals. He discussed administering the Star Math assessment for the third time beginning on March 26, 2018, for students in Grades 2-8 and Algebra/Geometry students at the High School. Parents will be receiving that data later this Spring. Dr. Anemone briefed the Board on snow days used and what the potential for additional days will mean for the District.

Mr. Guarino asked if the District is set up for 181 days and what the State requires. Dr. Anemone provided an explanation.

Dr. Anemone thanked Student Representative, Madison McIntyre, for her excellent leadership skills and a wonderful job in organizing the Student Sit-In Day at Macopin and the High School.

Miss McIntyre spoke about March events at the High School: Empty Bowls fundraiser was a huge success and Spring sports have begun; The Little Mermaid High School play was very successful; one student recently received a History Award at the State level and will present her paper at a National level; the High School Choir is hosting a Spaghetti Karaoke Night on March 21<sup>st</sup>; Junior Prom is at the end of March; and the All-District Arts Festival will be held on March 29<sup>th</sup>. On March 14<sup>th</sup> the school councils joined together and organized a Sit-In which honored the lives of the 17 students lost in the Parkland shooting. Donations were collected and the students raised \$288.00 to be donated to the fund in Florida.

Dr. Anemone congratulated two Highlander students: Anthony Hopppler received 4<sup>th</sup> place in the Culinary Institute of New York Cooking competition, and will receive a scholarship that includes \$2,400 per semester for four years at the Culinary Institute of New York at Monroe College; and Abigail Porch was awarded America's High School Top Pastry Chef 2018 which includes a full academic scholarship to the Culinary Institute of New York at Monroe College. Both students are part of the Culinary Arts Academy and cooking classes at the High School.

VII. DIRECTOR OF EDUCATION'S REPORT - Mr. Daniel Novak

Mr. Novak gave a recap of the Third Annual Digital Citizenship Night held on March 19, 2018, at West Milford High School. There were approximately 340 participants; students and parents from Grades 5 through 8. Mr. Novak also thanked individuals and vendors for their very generous donations for this event. Mr. Novak also expressed a special thank you to the Inserra Family Shop-Rite of West Milford who donated dinner for the evening. He also spoke about Melissa Straub, the guest speaker for Digital Citizenship Night. He also thanked the Ed Tech Committee for their hard work, continued support and showed the Board video highlights of the night created by Mr. Joseph Jordan, TV Science Department.

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

Motion by Mrs. O'Brien, seconded by Mrs. Fritz, to approve the following meeting minutes:

- February 20, 2018 - Special Meeting
- February 20, 2018 - Executive Session
- February 27, 2018 - Regular Meeting
- February 27, 2018 - Executive Session

Mrs. O'Brien abstained on the February 27, 2018 Regular and Executive Session Meeting minutes. Mr. Huber abstained to all.

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

IX. BOARD PRESIDENT'S REPORT - Mrs. Lynda Van Dyk

Mrs. Van Dyk spoke about attending Digital Citizenship Night and thanked Mr. Novak for a wonderful, informative evening. Mrs. Van Dyk also thanked the Maintenance staff for taking care of the school grounds during the snow storms. Mrs. Van Dyk spoke about the upcoming Macopin Musical, Beauty and the Beast, and encouraged all to attend.

X. PUBLIC COMMENT - AGENDA ITEMS

Members of the public who have requested to speak prior to the meeting will be first with five (5) minutes for each speaker, for a period of thirty (30) minutes; and then time permitting, other public comment limited to five (5) minutes per speaker will be allowed, until the thirty (30) minute period transpires. All members of the public speaking during Public Comment 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 Public Comment.

Jennifer Iwaszczuk, 21 Delmont Road, Hewitt. Mrs. Iwaszczuk is a parent of a third and a sixth grade student at Upper Greenwood Lake School. She spoke on behalf of the third grade and her concern for her daughter's fourth grade academic year regarding class sizes. She spoke about the average student being lost in a class size of 24, and possibly setting up these students for failure. She asked the Board to observe these classrooms of three sections before combining them for the next school year budget.

Tracy Huber, West Milford. Mrs. Huber extended her appreciation and thanks to Mr. Boronow for writing a letter in support of the Ringwood Manor Association of the Arts grant application for a new barn gallery roof. She spoke about the RMAA Young Artists Expo program and the 38<sup>th</sup> Annual Young Artists Expo that will be held at Ringwood Manor from April 25 - May 15, 2018.

Jennifer King, 38C Lexington Lane, West Milford. Mrs. King is a Paradise Knoll parent and expressed her concern about third grade class sizes increasing, similar to the concerns of Upper Greenwood Lake School parents. She asked the Board to keep the current class sizes the same for next year.

Motion by Mr. Cytowicz, seconded by Mrs. O'Brien, to close Public Comment.

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

XI. MOTION BY MR. CYTOWICZ, SECONDED BY MRS. O'BRIEN, TO ADOPT THE AGENDA AS PRESENTED AND AMENDED, WITH HAND CARRYS.

VOICE VOTE: All in Favor. MOTION PASSED.

XII. 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 through #15:

DISCUSSION: Mr. Huber thanked Mr. Anton for his service to the school district.

1. The recommendation of the Superintendent to accept, with regret, the resignation of **GLENN ANTON**, Grade 6 Teacher, Westbrook School, effective July 1, 2018, for the purpose of retirement.
2. The recommendation of the Superintendent to accept, with regret, the resignation of **DONNA CHRISTINE DEAN**, Child Study Team Psychologist, Macopin School, effective June 30, 2018, for the purpose of retirement.
3. The recommendation of the Superintendent to accept the resignation of **SHARON MURPHY**, 0.6 Science Teacher, Macopin School, effective June 30, 2018.
4. The recommendation of the Superintendent to approve the appointment of **RYAN SONDERMEYER**, 0.6 World Language Teacher (German), Macopin and High School (PC#90.09.46.CDH, 90.08.46.ANY), at the annual salary of \$32,592.00 (BA/1) (prorated), without health benefits, effective March 21, 2018, through June 30, 2018. (Replaces Rapp) Accounts: 11-130-100-101-10-10-000, 11-140-100-101-10-10-000
5. The recommendation of the Superintendent to approve the appointment of **STEPHEN McSWEENEY**, Long Term Substitute Science Teacher, Macopin School (PC#99.08.00.BJH), at the per diem rate of \$150.00, with health benefits, effective April 16, 2018, through May 25, 2018. (Replaces Alexander) Account: 11-130-100-101-10-10-103

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

6. The recommendation of the Superintendent to approve the appointment of **DESIRAE HARDEN**, Long Term Substitute Social Worker, Highlander Academy (PC#99.09.00.CDH), at the per diem rate of \$150.00, with health benefits, effective April 16, 2018, through June 30, 2018. (Replaces Christensen) Account: 11-140-100-101-10-10-103

NOTE: Start date maybe earlier pending completed hiring paperwork. The duration of the position is based on the date of the employee's return to work.

7. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/COACHES/NURSES/SPECIAL PROJECTS** for the 2017-2018 school year, effective March 21, 2018, through June 30, 2018:

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

7. (Continued)

ANNA KLUBEK (Nurse)  
DESIRAE HARDEN (Social Worker, Teacher)  
HANNAH GORDON (Teacher)  
MICHAEL MCGUIRE (Teacher)  
KAITLYN QUIGLEY (Teacher)  
VJOLLCA RIFATI (Teacher)

8. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE SECRETARIES/BUILDING AIDES/CAFETERIA AIDES/SPECIAL CLASS AIDES/SACC AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS & VEHICLE AIDES** for the 2017-2018 school year, effective March 21, 2018, through June 30, 2018:

KELLY FITZGERALD LOMBARDO (Building Aide)  
TRACEY LOMBARDI (Special Class Aide)  
CATHERINE DOHM (Building, Cafeteria & Special Class Aide/  
Custodian/Door Attendant/Security Guard)

9. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (February 2018)**, for a leave of absence for **DENISE BRECKINRIDGE**, Occupational Therapist, District-wide, with pay using sick days retroactive March 12, 2018, through **April 30, 2018**, then without pay under the Family Medical Leave Act effective **May 1, 2018**, through September 28, 2018. (Maternity/Child Rearing).

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

10. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (January 2018)**, for a leave of absence for **LINDSEY CHRISTENSEN**, Social Worker, Highlander Academy, with pay using sick days **retroactive from March 9, 2018, through April 6, 2018, then without pay under the Family Medical Leave Act effective April 16, 2018**, through June 30, 2018. (Maternity/Child Rearing)

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

11. The recommendation of the Superintendent to approve an extension to a leave of absence for **KENNETH SOCHULAK**, Custodian, High School, without pay under the Family Medical Leave Act, retroactive from March 5, 2018, through March 23, 2018 (Medical)

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

12. The recommendation of the Superintendent to approve **JOSEPH JORDAN** as an addition to **DIGITAL CITIZENSHIP NIGHT**, to conduct a **PARENT PRESENTATION**, at the hourly rate of \$33.00, not to exceed five (5) hours, for the payment of \$165.00, retroactive from March 19, 2018, per Board of Education/WMEA Agreement. Account: 11-401-100-110-10-10-000

13. The recommendation of the Superintendent to approve the following additions to the list of **HOME INSTRUCTORS** at the hourly rate of \$38.00, for the 2017-2018 school year - Account: 11-150-100-101-10-10-000:

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

13. (Continued)

<u>Teacher</u>	<u>Certification</u>
<b>PAMELA ROCCISANO</b>	Teacher of the Handicapped
<b>LORRAINE ROSENBLATT</b>	Teacher of the Handicapped

14. The recommendation of the Superintendent to approve the following **MENTOR TEACHER PAYMENT** for the 2017-2018 school year:

<u>Provisional Teacher</u>	<u>Mentor Payment</u>	<u>Mentor Teacher</u>
<b>CORIANN GRUNSTRA</b>	\$183.33	Jacqueline Becker

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

15. The recommendation of the Superintendent to approve the following **COLLEGE STUDENT** for the purpose of classroom observation for the 2017-2018 school year, at no cost to the District:

<u>Student</u>	<u>College</u>	<u>School/Course</u>	<u>Timeframe</u>
<b>CAILIN CIENKI</b>	SUNY College at Potsdam	Music Education High School	May 21-25, 2018

**ROLL CALL FOR ITEMS #1 THROUGH #15:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

Motion by Mrs. O'Brien, seconded by Mr. Cytowicz, to approve the following agenda items #16 and #17:

16. The recommendation of the Superintendent to approve **ABBY BEYJOUN**, Special Class Aide, High School, for attendance at the Junior Prom, not to exceed four (4) hours, at the hourly rate of \$33.00, for the 2017-2018 school year, per Board of Education/WMEA Agreement. Account: 11-190-100-106-10-10-000

NOTE: Per student's IEP

17. The recommendation of the Superintendent to approve the following High School students as **AUDIO VISUAL/LIGHTING TECHNICIANS**, for the 2017-2018 school year, at an hourly rate not to exceed \$10.00 - Account: 11-000-262-300-17-17-000:

**NICHOLAS BARTOLI**  
**ALAN VAN ALSTYNE**

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

ROLL CALL FOR ITEMS #16 AND #17:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

Item #18 under Personnel/Student Affairs was voted on after Executive Session.

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

Motion by Mr. Drew, seconded by Mr. Cytowicz, to approve the following agenda items #1, #2 and #4: (Item #3 was voted on after Executive Session)

1. The recommendation of the Superintendent to approve the following **HIGH SCHOOL OVERNIGHT FIELD TRIP** for the 2017-2018 school year:

**BOYS TRACK & FIELD**

Purpose of trip: Penn Relays

Location: Cherry Hill, New Jersey  
 Dates of Trip: April 26-28, 2018  
 Number of Students: 8 - 10  
 Cost of Trip to Students: \$820.00 (\$690.00/10 students)  
 Name of Advisor: Arthur Joecks  
 Number of School Days Missed: 1  
 Number of Chaperones: 2  
 Cost to District: \$1,200.00 Bus Transportation

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

2. 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.)
4. The recommendation of the Superintendent to approve the following **HIGH SCHOOL OVERNIGHT FIELD TRIP** for the 2017-2018 school year:

**GIRLS TRACK & FIELD**

Purpose of Trip: Penn Relays

Location: Plymouth Meeting, Pennsylvania  
 Dates of Trip: April 25-27, 2018  
 Number of Students: 8 - 12  
 Cost of Trip to Students: \$280.00 (\$230.00/12 students)  
 Name of Advisor: Nicole Grimshaw  
 Number of School Days Missed: 2  
 Number of Chaperones: 2  
 Cost to District: \$1,100.00 Bus Transportation

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

4. (Continued)

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

**ROLL CALL FOR ITEMS #1, #2 AND #4:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

Item #3 under Education was voted on after Executive Session.

**XIV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Greg Bailey, Chairperson**

**Replacement (Hand Carry) for Item #1 was voted on after Item #12, as follows:**

Motion by Mr. Bailey, seconded by Mrs. O'Brien, to approve the following agenda item #1:

**DISCUSSION:** Motion by Mr. Drew, seconded by Mr. Cytowicz, to amend the preliminary budget to remove the Maple Road roof repair project and reduce the amount of the budget by \$950,000, and fund the project with a bond to be voted on by the public.

Board members, Mr. Roselle and Ms. Francisco discussed concerns associated with the roof project, and the fees involved with a bond referendum. Mrs. Van Dyk talked about safety concerns in waiting to do the project, and Dr. Anemone discussed how the water is being kept out of classrooms.

Mr. Huber asked Mr. Roselle what the minimum timeline for a bond issue is. Mr. Roselle explained we would be able to get the bond possibly on the November ballot or in December; then it would be January or March.

Mr. Bailey discussed his concerns about waiting to do the roof project.

Mrs. O'Brien spoke about the bond referendum and that the Board cannot assume it will pass, as it is up to the voters.

Mrs. Fritz asked if there is something in place for next year for security. Dr. Anemone explained we are in the midst of a school security audit district-wide, and are looking at each school and reviewing what can be improved.

Mrs. Van Dyk called the question.



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

ROLL CALL FOR AMENDMENT TO ITEM #1:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	No	Mrs. Fritz	No	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	No	Mr. Guarino	No	Mrs. Van Dyk	No

The **MOTION FAILED**.

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

**BE IT RESOLVED**, by the West Milford Township Board of Education, County of Passaic, that the **2018-2019 DISTRICT PRELIMINARY BUDGET** be approved as follows:

General Fund	\$ 73,591,641
Special Revenue	\$ 1,149,663
Debt Service	\$ <u>544,934</u>
<b>TOTAL BUDGET</b>	<b>\$ 75,286,238</b>

**BE IT FURTHER RESOLVED**, that the following **GENERAL FUND AND DEBT SERVICE TAX LEVIES** be approved to support the 2018-2019 Preliminary Budget:

General Fund	\$ 55,015,708
Debt Service	\$ <u>360,313</u>
<b>TOTAL</b>	<b>\$ 55,376,021</b>

**BE IT FURTHER RESOLVED**, that included in budget line 100, Local Tax Levy, is utilization of the health care costs adjustment in the amount of \$217,899 and utilization of banked CAP in the amount of \$184,115.

**BE IT FURTHER RESOLVED**, that included in budget line 630, Budgeted Withdrawal from Maintenance Reserve for Budgeted Required Maintenance is \$100,000.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 18A:11-12, in each pre-budget year, the West Milford Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded.

**BE IT FURTHER RESOLVED**, the Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by Federal, State and local funds.

**BE IT FURTHER RESOLVED**, the Board of Education had previously established a maximum amount for the pre-budget year 2017-2018 as \$291,850.

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

1. (Continued)

**BE IT FURTHER RESOLVED**, the Board of Education has expended \$217,094 of the maximum amount for the pre-budget year to date.

**BE IT FURTHER RESOLVED**, that the West Milford Board of Education hereby establish the maximum travel expenditure amount for the 2018-2019 school year as \$398,189.

**BE IT FURTHER RESOLVED**, that this Board of Education approved "tentative" budget is being presented for advertising prior to Executive County Superintendent approval. The budget will be approved by the Executive County Superintendent prior to the public hearing.

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

**BE IT FURTHER RESOLVED**, that the Board authorizes the Business Administrator to make any adjustments to the budget submission to bring it in conformity with state regulations. Adjustments will be reviewed and approved by the Board at the Public Budget Hearing.

**ROLL CALL FOR ITEM #1:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	No
Mrs. Dwyer	Absent	Mr. Drew	No	Mr. Cytowicz	No
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED**.

Motion by Mr. Bailey, seconded by Mrs. O'Brien, to approve the following agenda items #2 through #7:

**DISCUSSION:** Mr. Huber had questions regarding item #6. Ms. Francisco provided the information on this item.

Mr. Huber made a motion to table item #6. The motion was not seconded.

2. The recommendation of the Superintendent to approve an agreement with and the appointment of **PHOENIX ADVISORS, LLC**, Bordentown, New Jersey, as **Independent Registered Municipal Advisor "of Record" and Continuing Disclosure Agent Services** in connection with bond issuances, in the amount of \$850.00 for the 2018-2019 school year.
3. The recommendation of the Superintendent to approve a service agreement with **THE NATIONAL WEATHER STATION**, Lodi, New Jersey, in the amount of \$1,600.00, effective May 1, 2018, through April 30, 2018.
4. The recommendation of the Superintendent to approve a **TRANSPORTATION BUS TRIP REQUEST** for transportation to the **2018 NEW JERSEY NATIONAL COLLEGE FAIR** for students/parents on April 25, 2018, at the out-of-county field trip rate of \$42.00 per hour.

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

4. (Continued)

NOTE: Coordinated by the High School Guidance Department and the WMHS PTSO at no cost to the Board.

5. The recommendation of the Superintendent to approve a **TRANSPORTATION SHUTTLE TRIP REQUEST** from **WEST MILFORD LITTLE LEAGUE**, to provide shuttle services from the West Milford Recreation Center to Hillcrest Community Center, to accommodate extra parking for attendees of the West Milford Little League Opening Day event on Saturday, April 28, 2018, at the in-county field trip transportation rate of \$38.00 per hour, and any associated overtime cost.
6. The recommendation of the Superintendent to approve a Memorandum of Agreement between the **TOWNSHIP OF WEST MILFORD** and the **WEST MILFORD BOARD OF EDUCATION** to provide a 54-passenger bus for use in connection with Bubbling Springs Day Camp from June 27, 2018, through August 17, 2018, at a fee of \$10.00 per day, plus fuel and maintenance repair costs.
7. The recommendation of the Superintendent to approve payments to the following employees for participation in the **HEALTH BENEFITS INCENTIVE PROGRAM** - Account: 11-000-291-270-10-13-000:

	<u>December 2017</u>	<u>June 2018</u>
JACQUELINE ORLANDO	\$1,000.00	\$ 333.34
CHRISTINE KINAHAN	\$ 666.68	\$1,000.00

**ROLL CALL FOR ITEMS #2 THROUGH #7:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	Yes*
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

\*Mr. Huber voted "No" to item #6, and "Yes" to the remainder.

The **MOTION PASSED.**

Motion by Mr. Bailey, seconded by Mrs. O'Brien, to approve the following agenda item #8:

8. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **March 20, 2018**, in the amount of \$2,316,568.73. (Documentation provided electronically.)

**ROLL CALL FOR ITEM #8:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	*
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

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

Mr. Huber voted "Yes" to utilities and "Abstain" to the remainder.

The **MOTION PASSED.**

Motion by Mr. Bailey, seconded by Mrs. O'Brien, to approve the following agenda item #9:

9. The recommendation of the Superintendent to approve the **PAYROLL** of **February 28, 2018** and **March 15, 2018**, in the amount of \$4,268,591.93. (Documentation provided electronically.)

**ROLL CALL FOR ITEM #9:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Abstain	Mrs. Van Dyk	Abstain

The **MOTION PASSED.**

Motion by Mr. Bailey, seconded by Mrs. O'Brien, to approve the following agenda item #10:

10. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **March 20, 2018**:

**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 **2017-2018** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$218,937.29.

**ROLL CALL FOR ITEM #10:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

Motion by Mr. Bailey, seconded by Mrs. O'Brien, to approve the following agenda items #11 and #12:

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

**WHEREAS**, the Agenda file of **March 20, 2018** Regular Meeting of the Board contains the A148 Report of the Secretary and the A149 Treasurer's Monthly Report; and

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

11. (Continued)

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

\$9,748,552.75 as of February 28, 2018; therefore

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

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

**RESOLVED**, that the Board certify as of February 28, 2018, 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 FOR ITEMS #11 AND #12:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O’Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED**.

**XV. POLICY - Mr. Raymond Guarino, Chairperson**

Motion by Mr. Guarino, seconded by Mrs. O’Brien, to approve the following agenda items #1 through #4:

**DISCUSSION:** Mr. Huber made a motion for separate votes on Attendance policies and Substance Abuse policies. Mr. Guarino agreed to Mr. Huber’s motion.

Mr. Huber asked several questions regarding items #3 and #4. Dr. Anemone and Mr. Roselle responded to all of his inquiries.

Motion by Mr. Cytowicz, seconded by Mrs. Fritz, to call the question on the Substance Abuse Policy and Substance Abuse Regulation.

**ROLL CALL:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	No
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O’Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED**.

XV. POLICY - Mr. Guarino Chairperson - Continued

3. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "Substance Abuse." (Code 5530) (Documentation provided electronically.)
4. The recommendation of the Superintendent to approve the first reading of a revised **REGULATION** entitled "Substance Abuse." (Code 5530) (Documentation provided electronically.)

**ROLL CALL FOR ITEMS #3 AND #4:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	No
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

**DISCUSSION:** Mr. Huber asked for clarification and discussed what this policy actually does from previous statements.

Motion by Mr. Huber, seconded by Mr. Drew, to designate Section I, Tardiness to read "Tardiness - High School" of the revised **REGULATION** entitled "Attendance." (Code 5200)

**ROLL CALL:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	No	Mrs. Fritz	No	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	No
Mrs. O'Brien	No	Mr. Guarino	No	Mrs. Van Dyk	No

The **MOTION FAILED.**

**DISCUSSION:** Mr. Huber had further discussion regarding Section I, Tardiness under item #2.

Mr. Huber made a motion to amend Section I, 2(a) Grade Period, to remove five (5) days and change it back to ten (10) days, under item #2. The motion was not seconded.

Mr. Huber made a motion to amend Section I, 2 - Tardiness to Class, to remove five (5) minutes and change it to fifteen (15) minutes, under item #2. The motion was not seconded.

Mr. Drew stated his concern for the tardiness section was it may escalate to an absence, which then affects academic credit time.

1. The recommendation of the Superintendent to approve the second reading of a revised **POLICY** entitled "Attendance." (Code 5200) (Documentation provided electronically.)

**XV. POLICY - Mr. Guarino Chairperson - Continued**

2. The recommendation of the Superintendent to approve the second reading of a revised **REGULATION** entitled "Attendance." (Code 5200) (Documentation provided electronically.)

**ROLL CALL FOR ITEMS #1 AND #2:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Yes	Mr. Huber	No
Mrs. Dwyer	Absent	Mr. Drew	No	Mr. Cytowicz	No
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

**XVI. COMMITTEE REPORTS/LIAISONS**

Parks & Recreation - Mr. Guarino - The committee did not have a meeting due to the search for a new Director.

Safety - Mrs. Van Dyk stated there will be a meeting at the end of April.

Superintendent's Roundtable - Mrs. Van Dyk reported the last meeting went very well. Parents are still looking to have the voting polls removed from Paradise Knoll School. The next meeting will be on Thursday, March 22<sup>nd</sup>.

Passaic County School Boards Association - Mrs. Van Dyk stated that the next meeting will be on March 29<sup>th</sup> which she will be attending.

New Jersey School Boards Association - Mrs. Van Dyk - No report.

Legislative - Mr. Huber spoke about various items that went through the Assembly and have gone through the Senate. Four bills had to do with education on sexual misconduct, and a bill on searching employee history before hiring for employment. Governor Murphy will decide whether to sign the bills into law. Mr. Huber also discussed items that were voted on at the end of 2017 that the Governor did not sign, and can be brought back for 2018. Mr. Huber also summarized various other bills that were passed.

Technology Oversight - Mrs. Fritz had no update to report, as the committee did not meet.

West Milford Education Foundation - Mrs. O'Brien stated the West Milford Education Foundation is seeking new members. The WMEF is having a Meet and Greet on March 26, 2018, at 7:00 p.m., in the Administration Building Conference Room. She encouraged the public to come and support the foundation.

Township/Board of Education Joint Committee - Mr. Cytowicz spoke about his communication with the Councilmen via email and phone since their last meeting. The main topic to address with the Councilmen is the removal of the Paradise Knoll School as a voting location. Mr. Cytowicz will be contacting the Township Administrator and possibly the County Administrator to find out what election requirements need to be filled.

**XVI. COMMITTEE REPORTS/LIAISONS - Continued**

CASA - Mr. Huber spoke about upcoming events: Saturday, March 24<sup>th</sup> is a Strengthen Families Resource Fair at Our Lady Queen of Peace, co-sponsored by the Highland Family Success Center; Friday, April 27<sup>th</sup> is the CASA Middle School Semi-Formal at Macopin School; Monday, April 30<sup>th</sup> is Hidden in Plain Sight. Dr. Anemone stated there will be a "No Homework Night" that evening, so that parents will have more free time to attend; the Lion's Health Fair is on Saturday, May 12<sup>th</sup> at the Recreation Center; CASA Community Awareness Dinner is on Saturday, May 19<sup>th</sup> at the Township Library; and June 13<sup>th</sup> at the Township Library is the Narcan Training.

**XVII. OLD BUSINESS**

Ms. Francisco updated the Board on the Hillcrest request for information that was posted in the newspapers. Ms. Francisco stated she did not receive any responses from anyone interested in the building. However, she did receive responses from individuals interested in renting space in the building, particularly space that was once occupied by New Life Recovery. That is the only interest received thus far.

Mr. Cytowicz asked Ms. Francisco for information regarding the LGEA walk-through. Ms. Francisco responded to his questions.

Mr. Huber asked Administration about warning students about Popcorn Lung. Dr. Anemone responded.

Motion by Mr. Huber, seconded by Mr. Cytowicz, to warn students promptly of the dangers of vaping and chemicals which cause Popcorn Lung.

**ROLL CALL:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	No	Mrs. Fritz	No	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	No	Mr. Guarino	No	Mrs. Van Dyk	No

The **MOTION FAILED.**

Motion by Mr. Cytowicz, seconded by Mrs. Fritz, to close Old Business.

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

**XVIII. NEW BUSINESS**

Mr. Drew thanked the High School staff and students for a great job on the High School Musical, The Little Mermaid. He also stated that the new High School Auditorium looked great and was a pleasure to experience.

Motion by Mr. Huber, seconded by Mr. Cytowicz, to make a formal request to the Township of West Milford, for one Resource Officer for the High School and one Resource Officer for Macopin School.



**XVIII. NEW BUSINESS - Continued**

**ROLL CALL:**

<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>	<b>TRUSTEE</b>	<b>VOTE</b>
Mr. Bailey	No	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

Mr. Huber asked the Administration to speak to Macopin parents regarding a perception that when Middle School students move up to the High School, they will not get help from the teachers if their child has a problem.

Motion by Mr. Cytowicz, seconded by Mr. Guarino, to close New Business.

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

**XIX. PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS**

Members of the public who have requested to speak prior to the meeting will be first with five (5) minutes for each speaker, for a period of thirty (30) minutes; and then time permitting, other public comment limited to five (5) minutes per speaker 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 Public Comment.

Tamara Jordan, 12 Concord Lane, West Milford. Ms. Jordan spoke about car insurance as protection and resources officers, and that the money for these officers should be coming from somewhere in the Township. She also stated that if there is a problem, the district would be ready with resource officers and proper security in place.

Motion by Mr. Cytowicz, seconded by Mr. Guarino, to close Public Comment.

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

**XX. EXECUTIVE SESSION**

At 10:00 p.m., Mr. Cytowicz made a motion, seconded by Mr. Guarino, to go into Executive Session for the purpose of discussing personnel appointments, resignations, current litigation matters, special education matters, negotiations, HIBs 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.**

Mr. Bailey left the meeting at 10:00 p.m.

The Board returned to the public session at 10:33 p.m.

**ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:**

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Bailey	Absent	Mrs. Dwyer	Absent	Mr. Huber	Present
Mr. Cytowicz	Present	Mr. Guarino	Present	Mrs. O'Brien	Present
Mr. Drew	Present	Mrs. Fritz	Present	Mrs. Van Dyk	Present

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

Motion by Mr. Drew, seconded by Mr. Cytowicz, to approve the following agenda item #3:

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

**WHEREAS**, in accordance with the requirements set forth in P.L. 2010, Chapter 122, the West Milford Board of Education has received results of HIB investigative reports on **March 20, 2018**; 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:

<u>Incident Report Number</u>	<u>Board Determination</u>
2018/H-11	Unsubstantiated
2018/H-12	Substantiated
2018/E-15	Unsubstantiated
2018/E-16	Substantiated

**ROLL CALL FOR ITEM #3:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Absent	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED** unanimously.

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

Motion by Mrs. O'Brien, seconded by Mr. Cytowicz, to approve the following agenda item #18:

18. Resolution re: Employee #1748

RESOLVED, upon the recommendation of the Superintendent, that the Board hereby terminates the employment of Employee #1748, effective immediately, and be it further;

RESOLVED, that the Employee shall be paid for 60 days in accordance with the notification provisions in her individual employment contract.

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

**ROLL CALL FOR ITEM #18:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Absent	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED.**

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

**WHEREAS**, due to the potential for an excessive number of snow days to be used this year, the school calendar may need to be adjusted to include additional instructional days and ensure that schools are open for the minimum number of student days; and

**WHEREAS**, given the potential for additional snow days in the coming days, it is not possible at this time to determine a definitive school calendar for the remainder of the school year;

**BE IT RESOLVED**, that the Board hereby authorizes the Superintendent to modify the school calendar for the 2017-2018 school year as he reasonably sees fit, to ensure that additional days which were originally deemed non-school days in the calendar previously approved by the Board are added back into the school calendar as instructional days, as appropriate.

**ROLL CALL:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Absent	Mrs. Fritz	Yes	Mr. Huber	Yes
Mrs. Dwyer	Absent	Mr. Drew	Yes	Mr. Cytowicz	Yes
Mrs. O'Brien	Yes	Mr. Guarino	Yes	Mrs. Van Dyk	Yes

The **MOTION PASSED** unanimously.

**XXI. ADJOURNMENT**

Motion by Mr. Drew, seconded by Mr. Cytowicz, to adjourn the meeting at 10:36 p.m.

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

Respectfully submitted,

Barbara Francisco  
Board Secretary