

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
 46 Highlander Drive
 West Milford, NJ 07480
 (973) 697-1700
www.wmtps.org

BOARD OF EDUCATION MINUTES WORKSHOP/SPECIAL ACTION MEETING MAY 15, 2018
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Mrs. Lynda Van Dyk, Board President, called to order the Workshop/Special Action 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, 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. 8:00 p.m.	Mrs. Dwyer	Present	Mr. Huber	Absent
Mr. Cytowicz	Present	Mr. Guarino	Present	Mrs. O'Brien	Absent/Arr. 7:39 p.m.
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
Kate Gilfillan, Esq.	Board of Education Attorney	Present

There were approximately 15 members of the public in attendance.

VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

Dr. Anemone provided the Board and the community with the semi-annual HIB ITP, which is the harassment, intimidation and bullying investigations, training and protocols, as required.

Dr. Anemone spoke about the School Security visits and meetings with PTA members which have been completed. He stated that Share 911 will be implemented for September 2018, and that the District is looking at building specific changes. Dr. Anemone talked about the District continuing a contract with Stone Gate Associates, a security firm that will update our school security management plan.

Dr. Anemone talked about receiving two STEM Grants in our District from the Frederick L. Hipp Foundation. Deana Pezzino, High School science teacher, was awarded an \$8,000 grant and a continuation grant from the Hipp Foundation for the Science Department in general, in the amount of \$10,000.

Dr. Anemone congratulated the District's music educators, including John Boronow, our Music Supervisor. The District was named Best Community for Music Education in 2018.

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

The following minutes will be presented for anticipated action at the Regular Meeting of May 22, 2018:

- April 18, 2018 Special Meeting*
- April 24, 2018 Workshop/Regular/Public Budget Hearing Meeting
- April 24, 2018 Executive Session

*The Board did not adjourn for Executive Session on 4/18/18

VIII. PRESIDENT'S REPORT - Mrs. Lynda Van Dyk

Mrs. Van Dyk spoke about her attendance at the New Jersey School Boards Leadership Conference and noted that Mrs. Dwyer also attended the conference, which was funded through a grant from Dell Computers.

IX. 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.

Joan Marie Fredericks, 38 West Shore Road. Mrs. Fredericks is very happy with the recommendation of the new Transportation Supervisor, and that all of the bus drivers will be happy to work with her.

IX. PUBLIC COMMENT - AGENDA ITEMS - Continued

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

VOICE VOTE: Mr. Drew voted "No" to close Public Comment.

All Others in Favor. MOTION PASSED.

X. MOTION BY MRS. O'BRIEN, SECONDED BY MRS. FRITZ, TO ADOPT THE AGENDA, AS PRESENTED AND AMENDED.

VOICE VOTE: All in Favor. MOTION PASSED.

SPECIAL ACTION

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 Mrs. Fritz, to approve the following agenda items #1 through #6:

Motion by Mr. Drew, seconded by Mr. Guarino, to vote on item #5 after Executive Session.

ROLL CALL:

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

The **MOTION FAILED.**

DISCUSSION: Mrs. Van Dyk commented on Mrs. Schmicker's retirement and thanked her for all that she has done for the students and staff at Macopin School, and wished her well.

Mrs. Van Dyk also stated that she was very happy to see the recommendation of Mr. Strianse on the agenda.

1. The recommendation of the Superintendent to approve the appointment of **MATTHEW STRIANSE**, Principal, High School (PC#15.09.P1.AAD), at the annual salary of \$138,000.00, with health benefits, effective July 1, 2018, through June 30, 2019, per Board of Education/WMPA Agreement. (Replaces Gorski) Account: 11-000-240-103-10-10-150

NOTE: The agreed upon salary is an initial placement and thus is not subject to the WMPA salary percentage increase during the first year of appointment. This is a transfer from Assistant Principal, Macopin School.

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

- 2. The recommendation of the Superintendent to approve **LINDA CONNOLLY**, Special Class Aide, Macopin School, for attendance at the Senior Prom, not to exceed five (5) hours, at the hourly rate of \$33.00, for the 2017-2018 school year, per Board of Education/WMTAA Agreement. Account: 11-190-100-106-10-10-000

NOTE: Per Student's IEP

- 3. The recommendation of the Superintendent to accept, with regret, the resignation of **PATRICIA SCHMICKER**, Secretary to the Principal, Macopin School, effective July 1, 2018, for the purpose of retirement.
- 4. The recommendation of the Superintendent to approve the **TRANSFER OF ASSIGNMENT** for **ALFONSINA KULAK**, from Attendance Secretary, Macopin School, to Principal's Secretary, Macopin School (PC#65.08.S2.AXW), at the annual salary of \$53,435.00 (Step 6) and a stipend of \$900.00, with health benefits, effective July 1, 2018, through June 30, 2019, per Board of Education/WMTAA Agreement. (Replaces Schmicker) Account: 11-000-240-105-10-10-149

NOTE: Salary and stipend may be adjusted pending the completion of contract negotiations.

- 5. The recommendation of the Superintendent to approve the **TRANSFER OF ASSIGNMENT** for **KELLY TENHOEVE**, from 0.5 Building Aide, Upper Greenwood Lake School, to Principal's Secretary, Marshall Hill School (PC#65.04.S2.AXS), at the annual salary of \$48,435.00 (Step 1) and a stipend of \$900.00, with health benefits, effective July 1, 2018, through June 30, 2019, per Board of Education/WMTAA Agreement. (Replaces Oblinger) Account: 11-000-240-105-10-10-149

NOTE: Salary and stipend may be adjusted pending the completion of contract negotiations.

- 6. The recommendation of the Superintendent to approve the appointment of **KAREN WILM**, Supervisor of Transportation, District-wide (PC#13.18.P4.AYX), at the annual salary of \$70,000.00, with health benefits, effective June 11, 2018, through June 30, 2019, per Board of Education Agreement. (Replaces Fanning) Account: 11-000-270-160-10-10-000

NOTE: This is a transfer from Administrative Assistant, Transportation.

ROLL CALL FOR ITEMS #1 THROUGH #6:

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

*Mr. Guarino and Mr. Drew abstained on item #5.

**Mrs. Dwyer abstained on item #6.

***Mrs. Van Dyk abstained on item #1.

The **MOTION PASSED.**

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

Dr. Anemone congratulated Mr. Strianse as the new Principal at the High School, and gave the community an overview of the interview process. Dr. Anemone asked Mr. Strianse to come up and address the Board and the community.

Mr. Strianse addressed the Board and thanked them for their support and this great opportunity.

WORKSHOP/DISCUSSION

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

The following items are presented for anticipated action at the Regular Meeting of May 22, 2018:

1. The recommendation of the Superintendent to approve the resignation of **SUZANNE MENTLIK**, School Counselor, High School, effective June 30, 2018.
2. The recommendation of the Superintendent to approve the resignation of **MICHELLE SIMMERS**, 0.5 Special Class Aide, Upper Greenwood Lake School, effective June 26, 2018.
3. The recommendation of the Superintendent to approve the resignation of **JODI WUNDRACK**, Building Aide, High School, effective June 26, 2018.
4. The recommendation of the Superintendent to accept the resignation of **DARNISS FUCCI**, Bus Driver, Transportation, effective June 8, 2018.
5. The recommendation of the Superintendent to approve the reappointment of **NINA RZONCA**, School Counselor, Macopin School, for the 2018-2019 school year.
6. The recommendation of the Superintendent to approve the appointment of **ALEXANDRA BROWN**, World Language Teacher (Spanish), High School (PC#90.09.46.AOM), at the annual salary of \$62,370.00 (MA/7), with health benefits, effective September 1, 2018, through June 30, 2019, per Board of Education/WMEA Agreement. (Replaces Gomez) Account: 11-140-100-101-10-10-000

NOTE: Salary may be adjusted pending the completion of contract negotiations.

7. The recommendation of the Superintendent to approve the appointment of **CHRISTINE WALSH**, 0.5 Special Class Aide, Upper Greenwood Lake School (PC#60.06.S5.AXB), at the annual salary of \$11,531.00 (Step 1) (prorated), without health benefits, effective May 29, 2018, through June 30, 2018, per Board of Education/WMTAA Agreement. (Replaces Ohlandt)
8. The recommendation of the Superintendent to approve the appointment of **TBD**, Special Class Aide, High School, (PC#60.09.S5.CAD), at the annual salary of **TBD**, with health benefits, effective **TBD**, through June 30, 2018, per Board of Education/WMTAA Agreement. (Replaces Pavlopoulos) Account: 11-212-100-106-10-10-000

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

- 9. The recommendation of the Superintendent to approve a leave of absence for **RYAN HEERSCHAP**, Mathematics Teacher, High School, without pay under the Family Medical Leave Act, effective June 4, 2018, through June 26, 2018. (Child Bonding)

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

- 10. 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 May 23, 2018, through June 30, 2018.

NOTE: The names will be added prior to the Regular Board Meeting.

- 11. The recommendation of the Superintendent to approve the following addition 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 2017-2018 school year, effective May 23, 2018, through June 30, 2018.

NOTE: The names will be added prior to the Regular Board Meeting.

- 12. The recommendation of the Superintendent to approve the renewal of certified personnel as **SUBSTITUTE TEACHERS/HOME INSTRUCTORS/NURSES/SPECIAL PROJECTS** for the 2018-2019 school year. (See folder insert.)

- 13. The recommendation of the Superintendent to approve the renewal of non-certified personnel as **SUBSTITUTE SECRETARIES/BUILDING AIDES/SPECIAL CLASS AIDES/CAFETERIA AIDES/SACC AIDES** for the 2018-2019 school year. (See folder insert.)

- 14. The recommendation of the Superintendent to approve the renewal of **VOLUNTEERS** to the **STUDENT ACTIVITY PROGRAMS** for the 2018-2019 school year. (See folder insert.)

- 15. The recommendation of the Superintendent to approve **JOSEPH JORDAN**, Graduation Videographer, Macopin and High School, at a stipend of \$248.00, for the 2017-2018 school year, per Board of Education/WMEA Agreement. Account: 11-000-240-320-09-09-000

- 16. The recommendation of the Superintendent to approve the following **SPECIAL CLASS AIDES** for the **SPECIAL EDUCATION EXTENDED SCHOOL YEAR (ESY) PROGRAM**, per contracted rate, per Board of Education/WMTAA Agreement - Accounts: Various Payroll Accounts:

July 9 - August 3, 2018

<u>Employee</u>	<u>School</u>	<u>Payment</u>
TBD	Westbrook	TBD

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

16. (Continued)

July 9 - August 10, 2018

<u>Employee</u>	<u>School</u>	<u>Payment</u>
TBD	Maple Road	TBD

NOTE: Contracted rate may be adjusted pending the completion of contract negotiations.

17. The recommendation of the Superintendent to approve the following **TEACHERS** for the **SPECIAL EDUCATION EXTENDED SCHOOL YEAR (ESY) PROGRAM**, per contracted rate, per Board of Education/WMEA Agreement - Accounts: Various Payroll Accounts:

July 9 - August 3, 2018

<u>Employee</u>	<u>School</u>	<u>Payment</u>
TBD	Westbrook	TBD

July 9 - August 10, 2018

<u>Employee</u>	<u>School</u>	<u>Payment</u>
TBD	Maple Road	TBD

NOTE: Teacher payment includes three (3) hours of compensation in June for a meeting with the Director of Special Services and consultation of IEPs. Contracted rate may be adjusted pending the completion of contract negotiations.

18. The recommendation of the Superintendent to approve the following **THERAPISTS** for the **SPECIAL EDUCATION EXTENDED SCHOOL YEAR (ESY) PROGRAM**, per contracted rate, per Board of Education/WMEA Agreement - Accounts:

<u>July 9, 2018 - August 10, 2018</u>	<u>School</u>	<u>Payment</u>
TBD	TBD	TBD

NOTE: Therapist payment includes three (3) hours of compensation in June for a meeting with the Director of Special Services and consultation of IEPs. Contracted rate may be adjusted pending the completion of contract negotiations.

19. The recommendation of the Superintendent to approve the following **CHILD STUDY TEAM MEMBERS AND THERAPISTS FOR CASE MANAGEMENT, TESTING AND/OR PARTICIPATION IN ELIGIBILITY AND INDIVIDUAL EDUCATION PROGRAM (IEP) MEETINGS** for the months of July and August 2018, at various hourly rates, per Board of Education/WMEA Agreement - Accounts: Various Payroll Accounts:

<u>CST Member</u>	<u>Hourly Rate</u>	<u>Therapists</u>	<u>Hourly Rate</u>
TBD	TBD	TBD	TBD

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

19. (Continued)

NOTE: Hourly rates may be adjusted pending the completion of contract negotiations.

20. The recommendation of the Superintendent to approve the following **TEACHERS AS PARTICIPANTS IN ELIGIBILITY AND INDIVIDUAL EDUCATION PROGRAM (IEP) MEETINGS** for the months of July and August 2018, at various hourly rates, per Board of Education/WMEA Agreement - Accounts: Various Payroll Accounts:

<u>Special Education</u>	<u>Hourly Rate</u>	<u>General Education</u>	<u>Hourly Rate</u>
TBD	TBD	TBD	TBD

NOTE: Hourly rates may be adjusted pending the completion of contract negotiations.

21. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENTS and STIPENDS** for the **FALL 2018 ATHLETIC SEASON**, per Board of Education/WMEA Agreement - Account: 11-402-100-110-10-10-000:

<u>Employee</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
DAVID STRONG	Asst. Football	C	\$8,704.00
TAYLOR PEVNY	Asst. Football	C	\$8,704.00
JOSEPH MATTESSICH	Asst. Football	C	\$8,704.00
GARY STOLL	Asst. Football	C	\$8,704.00
BRIAN LESIE	Asst. Football	C	\$8,704.00
JOSEPH ANDRIULLI	Head C.Country (Boys)	C	\$7,064.00
ANDREA JONES	Head C.Country (Girls)	C	\$7,064.00
BRIANNA INFANTE	Head Tennis (Girls)	B	\$5,564.00
NICOLE GRIMSHAW	Asst. Tennis (Girls)	A	\$3,119.00
RAY FERRIOLA	Head Soccer (Boys)	C	\$9,250.00
DALE SELL	Asst. Soccer (Boys)	C	\$6,945.00
LEONEL ANDRADE	Asst. Soccer (Boys)	C	\$6,945.00
ROBERTO ZUBAN	Head Soccer (Girls)	C	\$9,250.00
DANIELLA WAGENTI	Asst. Soccer (Girls)	B	\$5,874.00
EDWARD MILKO	Asst. Soccer (Girls)	C	\$6,945.00
LAUREN REMBRANDT	Head Gymnastics	C+Longevity	\$9,450.00
DENISE FLOOD	Asst. Gymnastics	B	\$5,874.00
KRISTA TRIPODI	Head Cheerleading	C+Longevity	\$7,264.00
KELLY BOMZER	Asst. Cheerleading	C	\$5,445.00
KRISTA PROVOST	Head Field Hockey	C+Longevity	\$9,450.00
JESSICA ALLISON	Asst. Field Hockey	C	\$6,945.00
MICHELLE LUGERNER	Asst. Field Hockey	C	\$6,945.00
ALYSSA FORGET	Head Girls Volleyball	C	\$9,250.00
CHRISTOPHER SHENISE	Asst. Girls Volleyball	B	\$6,945.00

NOTE: Stipends may be adjusted pending the completion of contract negotiations.

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

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

22. (Continued)

<u>Provisional Teacher</u>	<u>Payment</u>	<u>Mentor Teacher</u>
JOSEPH JORDAN	\$1,000.00	Gary Stoll
REBECCA CALDERONE	\$ 550.00	Nicole Petrosillo
LINDSAY HEFFERON	\$ 550.00	Beth Schaeffer
TIMOTHY MURTHA	\$ 366.67	Nicole Klosz
RYAN SONDERMEYER	\$ 240.00	Evelyn Erli

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

23. The recommendation of the Superintendent to approve the following staff for the **SUMMER READING and LITERACY PROGRAM**, not to exceed 78 hours, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-XXX - ESEA Title I Grant:

<u>Employee</u>	<u>Payment</u>
TBD	TBD

NOTE: Payment may be adjusted pending the completion of contract negotiations. Funded through the ESEA Title I Grant.

24. The recommendation of the Superintendent to approve **SUMMER CURRICULUM DEVELOPMENT** for the 2018-2019 school year at the hourly rate of \$35.00, per Board of Education/WMEA Agreement. Accounts: 11-110-100-101-10-10-160 (Grade K); 11-120-100-101-10-10-160 (Grades 1-5); 11-130-100-101-10-10-160 (Grades 6-8); 11-140-100-101-10-10-160 (Documentation provided electronically.)

NOTE: Hourly rate may be adjusted pending the completion of contract negotiations.

25. The recommendation of the Superintendent to approve the following **STUDENT INTERNS**, for the 2018-2019 school year, at no cost to the district:

<u>Student</u>	<u>College</u>	<u>Subject/Grade</u>
WILLIAM LAWSON (Fall Semester)	Montclair State	Athletic Trainer High School
KELLY DROL (P/T Entire Year)	William Paterson	Social Worker Macopin, High School & Highlander Academy

XIV. EDUCATION - Mrs. Teresa Dwyer, Chairperson

The following items are presented for anticipated action at the Regular Meeting of May 22, 2018:

XIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

1. The recommendation of the Superintendent to approve the renewal of the **DISTRICT SLOGAN** as **"SUCCESS STARTS HERE."**
2. The recommendation of the Superintendent to approve the renewal of the following **DISTRICT VISION STATEMENT**:

"The West Milford Township School District seeks to promote excellence and pride in academics, performing arts, athletics, citizenship, and community relationships."
3. The recommendation of the Superintendent to approve the renewal of the following **DISTRICT MISSION STATEMENT**:

"The West Milford Township School District recognizes that each student is an individual, with unique educational needs. The District is committed to challenging and helping each student maximize his or her personal potential to promote academic excellence, good character, and physical fitness in a safe, supportive learning environment, and a positive school climate based upon mutual respect and responsibility. The District further recognizes the need to support and develop a professional, dedicated, accountable staff that will partner with parents to foster the emotional, intellectual, social, and physical maturity of each student, and to encourage a lifelong love of learning and discovery."
4. The recommendation of the Superintendent to approve the following **BOARD GOALS** for the 2018-2019 school year:
 - Encourage collegiality and respectful debate among members
 - Complete the Board Self-Evaluation by April 30, 2019
 - Increase Board member attendance at District student events
 - Increase professional development for Board members
5. The recommendation of the Superintendent to approve the following **DISTRICT GOALS** for the 2018-2019 school year:
 - Increase academic performance by continuing to implement and improve Differentiated Instruction for all learners through increased student engagement, timely and targeted intervention, and individual student learning goals
 - Implement an action plan for K-12 math based on District Goal #3 for school year 2017-2018
 - Increase focus on student health and well-being, and safety and security
 - Improve student writing across the curriculum through targeted instruction, professional development, and increased consistency in terms of expectations, oversight, and transparency
 - Explore all opportunities for District-wide cost efficiencies in order to maximize funding for District programs
6. The recommendation of the Superintendent to approve the membership and dues in the amount of \$2,150.00 with the **NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION** for the 2018-2019 school year.

XIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

7. The recommendation of the Superintendent to submit the **EVERY STUDENT SUCCEEDS ACT (ESSA)** Consolidated Formula Subgrant Application **FY 2019** for the following amounts:

Title I	\$TBD
Title IIA	\$TBD
Title IV	<u>\$TBD</u>
	\$TBD

8. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (April 2018)**, for an agreement with **BRAINSRING**, Bloomfield Hills, Michigan, for Professional Services, in the total amount not to exceed **\$14,340.00** for the 2017-2018 and **\$50,630.00** for the 2018-2019 school year. Account: 11-000-223-390-10-14-000

9. The recommendation of the Superintendent to approve the following **TEXTBOOK ADOPTIONS** for the 2018-2019 school year:

Course:	Italian 1 and Italian 1A
Textbook:	<u>Amici D'Italia 1</u>
Authors:	Elettra Ercolino and T. Anna Pellegrino
Publisher:	EMC Publishing
Copyright:	2018
Cost:	\$61.95
Number of Books:	Fifty (50)

Course:	Italian 3
Textbook:	<u>Amici D'Italia 3</u>
Authors:	Elettra Ercolino, T. Anna Pellegrino and Mariangela Trasi
Publisher:	EMC Publishing
Copyright:	2018
Cost:	\$61.95
Number Of Books:	Forty (40)

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

RESOLVED, that the Township of West Milford Board of Education does hereby reaffirm and establish the following courses of study for the **KINDERGARTEN THROUGH GRADE 12 SCHOOL CURRICULUM** for the life of this Board of Education during the 2018-2019 school year. (Documentation provided electronically.)

11. The recommendation of the Superintendent to approve the **FIELD TRIP LOCATIONS** for the 2018-2019 school year:

WHEREAS, the Board of Education (the "Board") recognizes that field trips, used as a device for teaching and learning, are integral to the curriculum, educationally sound and an important ingredient in the instructional program of the school; and

WHEREAS, a field trip is defined as any journey by a group of pupils away from the school premises, under the supervision of a teacher, which is part of an approved course of study and conducted for the purpose of affording a first-hand educational experience not available in the classroom.

XIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

11. (Continued)

WHEREAS, the Board of Education shall consider field trips which are included in curriculum guides to have been approved in advance and all trips not listed in the curriculum guide must be individually approved by the Board.

NOW THEREFORE, BE IT RESOLVED, that the Board directs the Administration to adopt the attached list of field trip locations. (Documentation provided electronically.)

12. The recommendation of the Superintendent to approve the following contract with **OTHER LOCAL EDUCATION AGENCY** for the 2017-2018 school year, effective May 1, 2018 through June 30, 2018 (annual tuition pro-rated):

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1	\$TBD	St. Joseph's School For The Blind
Student #72301		Jersey City, New Jersey

13. The recommendation of the Superintendent to approve the following **HOSPITALS/MEDICAL CENTERS, CLINICS, AGENCIES** for the 2017-2018 school year:

Camden County Educational Services

14. The recommendation of the Superintendent to approve the following **GENERAL EDUCATION/SPECIAL EDUCATION DISTRICT CONSULTANTS, PHYSICIANS, HOSPITALS/MEDICAL CENTERS, CLINICS, AGENCIES** and listed fees for the 2018-2019 school year:

Psychiatrists - Evaluation

Platt Psychiatric Associates, LLC	\$635.00 per evaluation + additional \$760.00 for an emergency
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Richard A. Hahn, MD	\$950.00 office based \$1,200.00 school based
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Neurodevelopmental Pediatrician, Pediatric Psychologists and Speech Language Pathologist

Neuropsychologist

Morris Psychologist Group Daniel DaSilva, PhD.	\$2,750.00 per evaluation \$275.00/hour additional services
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Lisa Hahn, PHD.	\$2,750.00 per evaluation \$275.00/hour additional services
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XIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

14. (Continued)

Hospitals/Medical Centers, Consultants, Clinics and Agencies
Advocare Pediatric Neurology
AHS Hospital Corp MMH/Child Development Center
American Red Cross
American Tutor, Inc.
Assessments, Counseling and Educational Support (ACES)
Bayada Pediatrics (Bayada Home Health Care)
Bergen County Special Services Educational Enterprises
Bilingual Child Study Team
Brookfield Schools/Summit Oaks Program at Summit Oaks Hospital
Bryant, Gemza, Keenoy& Kozlik, LLP
Care Finders Total Care LLC
Camden County Educational Services
Center for Children's Behavioral Health, Inc. (CCBH)
Children's Specialized Hospital
Commission for the Blind and Visually Impaired
Community Personnel Services, Inc.
Comprehensive Educational Services
Daytop, New Jersey Academy
Delta-T Group North Jersey, Inc.
Education, Inc.
Educational Specialized Associates, LLC
Educere
Employment Horizons
First Aid & CPR, LLC
Four Winds Hospital
Hillmar, Inc. (Bilingual Evaluations)
Integrated Nursing Associates, Inc.
Integrity, Inc.
Kid Clan Inc.
Less Stress Instructional Services
Middlesex Regional Educational Services Commission
Milestones Integrated Services OT, PT, SLP
Miriam Skydell and Associates
Morris County Educational Services Commission
New Hope I.B.H.C.
New Life Recovery
Northern Region Educational Services Commission
Occupational Therapy Consultants
Passaic County Educational Services Commission
Professional Education Services, Inc.
Region II
Rutgers Biomedical and Health Sciences-University Behavioral Healthcare
Saint Barnabas Medical Center, Pediatric Specialty Center
Saint Barnabas Medical Center, Pediatric Psychiatry
Saint Clare's Hospital
Saint Joseph's Healthcare
Silvergate Prep
Speech & Hearing Associates
Successful Solutions (CDA training)
Trinitas Children's Therapy Services
Union County Educational Services Commission
Valley Hospital

XIV. EDUCATION - Mrs. Dwyer, Chairperson - Continued

- 15. 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.)

XV. BUDGET & FINANCE/TRANSPORTATION/OPERATIONS/CAPITAL IMPROVEMENTS - Mr. Gregory Bailey, Chairperson

The following items are presented for anticipated action at the Regular Meeting of May 22, 2018:

- 1. The recommendation of the Superintendent to approve the following **PROFESSIONAL APPOINTMENTS** for the 2018-2019 school year:

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

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

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

NOW THEREFORE, BE IT RESOLVED that the Board appoints the following professional positions for the 2018-2019 school year:

- | | |
|------------------------------------|--|
| Auditor | Ferraioli, Weilkotz, Cerullo & Cuva, P.C.
Pompton Lakes, New Jersey |
| Architects/Engineers: | LAN Associates
Midland Park, New Jersey |
| | FKA Architects
Oakland, New Jersey |
| | Settembrino Architects
Red Bank, New Jersey |
| Attorney
(General Counsel) | Schenck, Price, Smith & King, LLP
Florham Park, New Jersey |
| Attorney
(Special Education) | Scarinci Hollenbeck, LLC
Lyndhurst, New Jersey |
| Attorney
(Negotiations) | Schwartz Edelstein Law Group
Whippany, New Jersey |
| Attorney
(Workers Compensation) | Capehart & Scatchard, P.C.
Mt. Laurel, New Jersey |

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

1. (Continued)

Attorney
(Bond Counsel)

Rogut McCarthy, LLC
Cranford, New Jersey

Flexible Spending Accounts

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

Tax Shelter Annuity Companies:

AXA Equitable
Edison, New Jersey

Lincoln Financial Advisors
Rochelle Park, New Jersey

Lincoln Investment Planning
Florham Park, New Jersey

MetLife
Roseland, New Jersey

Retirement Annuity Consultants
East Brunswick, New Jersey

Valic
Woodbridge, New Jersey

Vanguard
Valley Forge, Pennsylvania

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

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

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

2. The recommendation of the Superintendent to approve the following **BYLAWS, POLICIES, AND REGULATIONS** for the 2018-2019 school year:

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

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

3. The recommendation of the Superintendent to approve the following **PLANS AND RULES** for the 2018-2019 school year:

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

4. The recommendation of the Superintendent to approve the following **CONTRACTS** for the 2018-2019 school year:

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

5. The recommendation of the Superintendent to approve the following **DEPOSITORIES/SIGNATORIES** for the 2018-2019 school year:

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

Lakeland Bank

General Fund	Checking Account	2 signatures/#1
Payroll	Checking Account	2 signatures/#1
Payroll Agency	Checking Account	2 signatures/#1
Payroll Agency Medical	Checking Account	2 signatures/#2
Capital Reserves	Checking Account	2 signatures/#3
Capital Projects	Checking Account	2 signatures/#3
Cafeteria Services	Checking Account	2 signatures/#3
SUI Trust	Checking Account	2 signatures #3
SUI Trust	Certificate of Deposit	2 signatures/#3
H.S. Student Account	Checking Account	2 signatures/#5
Macopin Student Council	Checking Account	2 signatures/#5
SACC	Checking Account	2 signatures/#7
Petty Cash		
Administration	Checking Account	2 signatures/#3
Transportation	Checking Account	2 signatures/#9
Apshawa	Checking Account	2 signatures/#10
Maple Road	Checking Account	2 signatures/#6
Marshall Hill	Checking Account	2 signatures/#6
Paradise Knoll	Checking Account	2 signatures/#6
Upper Greenwood Lake	Checking Account	2 signatures/#6
Westbrook	Checking Account	2 signatures/#6

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

5. (Continued)

Macopin	Checking Account	2 signatures/#5
High School	Checking Account	2 signatures/#5
H.S. Athletics Account	Checking Account	2 signatures/#8
Learning Unlimited	Checking Account	2 signatures/#4
John Wallisch Scholarship Fund	Checking Account	2 signatures/#3

Vanguard Group

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

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

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

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

6. The recommendation of the Superintendent to approve the following **FACSIMILE SIGNATURES** for the 2018-2019 school year:

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

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

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

6. (Continued)

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

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

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

7. The recommendation of the Superintendent to approve **PETTY CASH** for the 2018-2019 school year as follows:

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

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

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

NOW, THEREFORE BE IT RESOLVED that the following petty cash accounts shall be established for the 2018-2019 school year:

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

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

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

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

8. The recommendation of the Superintendent to approve the following **PURCHASE AUTHORIZATION** for the 2018-2019 school year:

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

Preparation of Bid Advertisements

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

Purchase Order System Authorized Purchases

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

Unauthorized Purchases

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

Inspection of Goods and Services

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

Trade-in of Personal Property

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

9. The recommendation of the Superintendent to approve the following **AUTHORIZATION FOR PURCHASING GOODS AND SERVICES THROUGH STATE AGENCY** for the 2018-2019 school year:

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

9. (Continued)

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

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

WHEREAS, the West Milford Board of Education desires to authorize its purchasing agent for the 2018-2019 school year to make any and all purchases necessary to meet the needs of the School District throughout the school year;

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

10. The recommendation of the Superintendent to approve the following **TRANSFER AUTHORIZATION** for the 2018-2019 school year:

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

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

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

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

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

11. The recommendation of the Superintendent to approve the **CHART OF ACCOUNTS** for the 2018-2019 school year:

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

11. (Continued)

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

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

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

12. The recommendation of the Superintendent to approve the following **GRANT AUTHORIZATION** resolution for the 2018-2019 school year:

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

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

13. The recommendation of the Superintendent to approve the renewal of a **STUDENT TRANSPORTATION CONTRACT** for **IN-DISTRICT COMBINATION ROUTES**, per Bid Code 08-10, taken on July 15, 2008 (Renewal #10), with **ARTHUR JORDAN TRANSPORTATION, INC.**, Butler, New Jersey, for 22 routes: 11 Macopin/Westbrook; 6 Apshawa; 4 Maple Road; and 1 Westbrook for the 2018-2019 school year, effective September 1, 2018, through June 30, 2019, at the C.P.I. increase of 1.51%, for a total per diem cost of \$3,743.96, and an annual total cost of \$673,912.80. (Individual routes and costs are attached to the official minutes of this meeting.)

14. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION** to provide transportation services for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019.

15. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **MORRIS COUNTY EDUCATIONAL SERVICES COMMISSION** to provide transportation services for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019.

16. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **NORTHERN REGION EDUCATIONAL SERVICES COMMISSION** to provide transportation services, including athletic/field trips, for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019.

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

17. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **SUSSEX COUNTY REGIONAL COOPERATIVE** to provide transportation and athletic/field trip services for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019.
18. The recommendation of the Superintendent to approve a **COORDINATED TRANSPORTATION AGREEMENT** with **WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT** to provide transportation services for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019.
19. The recommendation of the Superintendent to approve hourly **FIELD TRIP TRANSPORTATION RATES** for the 2018-2019 school year: \$38.00 in-county, \$42.00 out-of-county and \$46.00 out-of-state (Warwick, New York, will be charged at the out-of-county rate).
20. The recommendation of the Superintendent to approve an **INTERLOCAL SERVICES AGREEMENT** with **KINNELON BOARD OF EDUCATION**, Kinnelon, New Jersey, to provide mechanical and maintenance services to Kinnelon transportation vehicles and driver training services for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019.
21. The recommendation of the Superintendent to approve an **INTERLOCAL SERVICES AGREEMENT** with **BOONTON TOWNSHIP BOARD OF EDUCATION**, Boonton Township, New Jersey, to provide mechanical and maintenance services to Boonton transportation vehicles and driver training services for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019.
22. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **NORTHERN REGION EDUCATIONAL SERVICES COMMISSION** to transport one (1) West Milford student (ID#72330) to **ST. JOSEPH SCHOOL FOR THE BLIND**, Jersey City, New Jersey (Route #SJBWM1), retroactive from May 17, 2018, through June 30, 2018, with an aide, at a route cost of \$12,768.00, plus a 4% administrative fee of \$510.72, for a total cost of \$13,278.72.
23. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#70158) to **SPECTRUM ACADEMY 360 LOWER SCHOOL**, Verona, New Jersey, effective July 1, 2018, through June 30, 2019, at a per diem cost of \$64.39 for 209 days, for a total cost of \$13,457.51.
24. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#67651) to **NEW BRIDGES MIDDLE SCHOOL (BCSS)**, Paramus, New Jersey, effective July 1, 2018, through June 30, 2019, at a per diem cost of \$60.54 for 203 days, for a total cost of \$12,289.62.
25. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#67691) to **P.G.CHAMBERS SCHOOL**, Cedar Knolls, New Jersey, effective July 1, 2018, through June 30, 2019, at a per diem cost of \$58.43 for 215 days, for a total cost of \$12,562.45.

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

26. The recommendation of the Superintendent to approve a **PARENTAL CONTRACT** to transport one (1) West Milford student (ID#72301) to **UNION STREET SCHOOL OF THE DEAF AND HARD OF HEARING (BERGEN COUNTY SPECIAL SERVICES)**, Hackensack, New Jersey, effective July 1, 2018, through June 30, 2019, at a per diem cost of \$72.83 for 203 days, for a total cost of \$14,784.49.
27. The recommendation of the Superintendent to authorize the Business Administrator to prepare bid documents and advertise for the sale of four (4) used 2006 54-passenger school buses (#233/#234/#235/#236), two (2) used 2008 16-passenger school buses (#317/#318), and two (2) used 2008 Dodge Caravans (#T-3/#T-6).
28. The recommendation of the Superintendent to approve the following **CAFETERIA KINDERGARTEN/ELEMENTARY SCHOOL STUDENT BREAKFAST/LUNCH PROGRAM** for the 2018-2019 school year: \$1.50 for full breakfast, including milk; \$2.95 for full lunch, including milk; and \$.60 for milk only.
29. The recommendation of the Superintendent to approve the following **CAFETERIA MIDDLE SCHOOL/HIGH SCHOOL STUDENT LUNCH PRICES** for the 2018-2019 school year: \$2.95 for middle school lunch; \$2.95 for high school lunch; \$3.50 for high school student featured favorite lunch; an adult lunch price of \$4.60, and a la carte items. (Cafeteria lunch prices provided electronically.)
30. The recommendation of the Superintendent to renew an agreement with **GLOBAL COMPLIANCE NETWORK (GCN)**, Lansing, Michigan, for the internet-based staff training in the amount of \$1,400.00, effective September 1, 2018 through August 31, 2019.
31. The recommendation of the Superintendent to accept a proposal from **STONE GATE ASSOCIATES (SGA)**, Holmdel, New Jersey, to perform Emergency Management Planning and Security Consulting Services District-wide, at a cost not to exceed \$15,000.00. (Documentation provided electronically.)
32. The recommendation of the Superintendent to approve an agreement with **COMPUTER SOLUTIONS, INC.**, Branchburg, New Jersey, for Budgetary, Personnel, and Payroll Software Support Services in the amount of \$13,020.00 for the 2018-2019 school year.
33. The recommendation of the Superintendent to approve an Agreement with **EDUCATIONAL DATA SERVICES, INC.** of Saddle Brook, New Jersey, for bidding services for the acquisition of supplies at the established rate of \$12,380.00 during the 2018-2019 school year.
34. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Board Office Staff, at the mileage rate established by the Board. (Documentation provided electronically.)
35. The recommendation of the Superintendent to accept the **DONATION** of a new sign with posts and installation valued at \$850.00, for Apshawa Elementary School, from Hurricane Signs and Printing.

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

36. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **May 22, 2018**, in the amount of **\$TBD**. (Documentation provided electronically.)
37. The recommendation of the Superintendent to approve the **PAYROLL** of April 30, 2018 and May 15, 2018, in the amount of **\$TBD**. (Documentation provided electronically.)
38. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending May 22, 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. (Documentation provided electronically.)

Total transfers in the amount of **\$TBD**.

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

WHEREAS, the Agenda file of **May 22, 2018** 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 April 30, 2018; therefore

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

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

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

WORKSHOP/DISCUSSION

XVI. POLICY - Mr. Raymond Guarino, Chairperson

The following items are presented for anticipated action at the Regular Meeting of May 22, 2018:

DISCUSSION: Mrs. Dwyer had questions regarding item #1, the Organizational Chart. Mr. Guarino stated that there will be a revision to it prior to the May 22, 2018 meeting.

XVI. POLICY - Mr. Guarino, Chairperson - Continued

1. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "Organizational Chart." (Code 1110) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "Equal Employment/Anti-Discrimination Practices." (Code 1550) (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the first reading of a revised **REGULATION** entitled "Equal Employment/Anti-Discrimination Practices." (Code 1550) (Documentation provided electronically.)
4. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "Athletic Competition." (Code 2431) (Documentation provided electronically.)
5. The recommendation of the Superintendent to approve the first reading of a revised **REGULATION** entitled "Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad." (Code 2431.2) (Documentation provided electronically.)
6. The recommendation of the Superintendent to approve the first reading of a new **POLICY** entitled "Varsity Letters for Interscholastic Extracurricular Activities." (Code 2431.8) (Documentation provided electronically.)
7. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "Student Suicide Prevention." (Code 5350) (Documentation provided electronically.)
8. The recommendation of the Superintendent to approve the first reading of a revised **REGULATION** entitled "Student Suicide Prevention." (Code 5350) (Documentation provided electronically.)
9. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "Student Smoking." (Code 5533) (Documentation provided electronically.)
10. The recommendation of the Superintendent to approve the first reading of a new **POLICY** entitled "Passive Breath Alcohol Sensor Device." (Code 5535) (Documentation provided electronically.)
11. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "Use of Physical Restraint and Seclusion Techniques for Students with Disabilities." (Code 5561) (Documentation provided electronically.)
12. The recommendation of the Superintendent to approve the first reading of a revised **REGULATION** entitled "Use of Physical Restraint and Seclusion Techniques for Students with Disabilities." (Code 5561) (Documentation provided electronically.)
13. The recommendation of the Superintendent to approve the first reading of a revised **POLICY** entitled "Reporting Potentially Missing or Abused Children." (Code 8462) (Documentation provided electronically.)

XVII. OLD BUSINESS

- Request to Township Council - Vaping
- Request to Township - Resources Officers - High School & Macopin

Mrs. Francisco indicated we have no resolution to these items.

Mrs. Dwyer asked Mr. Cytowicz if anyone from the Township Council spoke to him about these requests. Mr. Cytowicz stated they did not.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XVIII. NEW BUSINESS

Mrs. Fritz commented that she and Mrs. Van Dyk attended the National Honor Society Induction and congratulated all of the students and seniors.

Motion by Mr. Cytowicz, seconded by Mrs. O'Brien, 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.

Abby Beyjoun, 86 Lake Park Terrace, Hewitt. She addressed the Board regarding an incident her son was involved in. Board members have received an email from the parents, and Mrs. Beyjoun requested the Board to provide where in the code of conduct the violation is and the corresponding consequence for the violation. Mr. and Mrs. Beyjoun are asking the Board to reinstate his driving privileges and participation in the Senior Prom.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XX. EXECUTIVE SESSION

At 8:02 p.m., Mr. Cytowicz made a motion, seconded by Mrs. O'Brien, 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.

XX. EXECUTIVE SESSION - Continued

Mr. Bailey left the meeting at 8:02 p.m.

The Board returned to the public session at 9:07 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

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

SPECIAL ACTION

XII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

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

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 **May 15, 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 investigation:

<u>Incident Report Number</u>	<u>Board Determination</u>
2018/E-20	Unsubstantiated
2018/H-15	Substantiated

ROLL CALL FOR ITEM #1:

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

The MOTION PASSED.

XXI. EXECUTIVE SESSION/ADJOURNMENT

At 9:09 p.m., Mrs. Fritz made a motion, seconded by Mrs. O'Brien, to go into Executive Session for the purpose of discussing negotiations, and to adjourn the meeting from Executive Session, as no action will be taken.

VOICE VOTE:

All in Favor.

MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary