

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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**BOARD OF EDUCATION
 MINUTES
 REGULAR MEETING
 MAY 22, 2018**

Mrs. Lynda Van Dyk, Board President, called to order the Regular Meeting of the Board of Education at 7:01 p.m., in the Westbrook School Media Center. Mrs. Van Dyk asked for a moment of silence for the students in Paramus Middle School and Santa Fe High School, 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. 7:58 p.m.	Mrs. Dwyer	Present	Mr. Huber	Present
Mr. Cytowicz	Present	Mr. Guarino	Present	Mrs. O'Brien	Present
Mr. Drew	Absent	Mrs. Fritz	Absent	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	Absent/Arr. 7:30 p.m.
Joanne Butler, Esq.	Board of Education Attorney	Present
Madison McIntyre	Student Representative	Absent/Arr. 7:30 p.m.

There were approximately 10 members of the public in attendance.

V. EXECUTIVE SESSION

At 7:04 p.m., Mrs. O'Brien made a motion, seconded by Mr. Guarino, to go into Executive Session for the purpose of conducting a Student Hearing not to exceed 30 minutes.

The executive session minutes will not be released until such time as the privilege or confidentiality is no long applicable.

VOICE VOTE: All in Favor. MOTION PASSED.

The Board returned to the public session at 7:30 p.m.

Motion by Mr. Huber, seconded by Mr. Cytowicz, to extend Executive Session for an additional 30 minutes, for the purpose of reconvening to continue a Student Hearing.

VOICE VOTE: All in Favor. MOTION PASSED.

The Board reconvened to Executive Session at 7:31 p.m.

The Board returned to the public session at 7:55 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

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

Mr. Huber and Mr. Cytowicz left the meeting at 7:55 p.m.

The public session began at 7:59 p.m.

VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

Dr. Anemone discussed Monthly Progress towards District Goals with the Board and the community.

Student Representative - Madison McIntyre, provided a report of student events at the High School during the month of May, and spoke about upcoming events in June.

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

Mr. Novak introduced Dr. Elizabeth McQuaid, Director of Special Services.

Dr. McQuaid, gave a presentation explaining what encompasses the Special Services Department. She discussed the focus on the least restrictive environment (LRE). She spoke about the Transition Program and the learning opportunities for 19-21 year old students. She noted that one of our students received the Exceptional Employee Award from Passaic County.

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

Dr. McQuaid thanked the Board for their support of the Special Education Department. Mrs. Van Dyk thanked Dr. McQuaid for her hard work.

Mrs. Dwyer acknowledged a parent, Claire Lockwood, for her influence in the programs that were presented and how important parent involvement is. Mrs. Dwyer thanked Mrs. Lockwood.

Mr. Novak thanked Dr. McQuaid for the presentation.

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

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

- 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

VOICE VOTE: Mrs. O'Brien Abstained from the vote.

All Others in Favor.

MOTION PASSED.

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

Mrs. Van Dyk and Mrs. Dwyer attended a New Jersey School Boards Leadership Conference. Mrs. Van Dyk spoke about attending the National Honor Society Induction with Mrs. Fritz. Mrs. Van Dyk is looking forward to the May 30th Distinguished Scholars Night and the June 6th Scholarship Night at the High School, and encouraged all Board members to attend. She also thanked all Staff members involved in these events.

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.

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

VOICE VOTE:

All in Favor.

MOTION PASSED.

XI. MOTION BY MRS. O'BRIEN, SECONDED BY MR. GUARINO, TO ADOPT THE AGENDA, AS PRESENTED WITH CORRECTION.

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. Bailey, to approve the following agenda items #1 through #25, and items #27 through #29:

Item #26 under Personnel/Student Affairs was tabled to the June meeting.

- (1.) The recommendation of the Superintendent to accept, with regret, the resignation of **CAROL DiGIACOMO**, Cafeteria Aide, Apshawa School, effective June 26, 2018, for the purpose of retirement.
2. The recommendation of the Superintendent to approve the resignation of **SUZANNE MENTLIK**, School Counselor, High School, effective June 30, 2018.
3. 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.
4. The recommendation of the Superintendent to approve the resignation of **JODI WUNDRACK**, Building Aide, High School, effective June 26, 2018.
5. The recommendation of the Superintendent to accept the resignation of **DARNISS FUCCI**, Bus Driver, Transportation, effective June 8, 2018.
6. The recommendation of the Superintendent to approve the reappointment of **NINA RZONCA**, School Counselor, Macopin School, for the 2018-2019 school year.
7. 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.

8. 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)
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.

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

(10.) The recommendation of the Superintendent to approve a leave of absence for **WILLIAM SHAFFER**, Custodian, Macopin School, with pay using sick, vacation and comp days, retroactive from March 16, 2018, through half-day (1/2) May 2, 2018, then without pay under the Family Medical Leave Act, retroactive from half day (1/2) May 2, 2018, through July 25, 2018. (Medical)

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 **CARMELA DUNLEAVY**, Cafeteria Worker, High School, without pay retroactive from February 2, 2018, through June 30, 2018. (Medical)

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

(12.) The recommendation of the Superintendent to approve an **EXTENSION** to a leave of absence for **ABIGAIL ALEXANDER**, Science Teacher, Macopin School, with pay using sick days effective May 28, 2018, through June 1, 2018. (Child Rearing)

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

(13.) The recommendation of the Superintendent to approve an **EXTENSION** to the appointment of **STEPHEN MCSWEENEY**, Long Term Substitute Science Teacher, Macopin School (PC#99.08.99.BKX), at the per diem rate of \$150.00, with health benefits, effective May 28, 2018, through June 1, 2018. (Replaces Alexander) Account: 11-130-100-101-10-103

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

(14.) The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/ COACHES/HOME INSTRUCTORS/NURSES/SPECIAL PROJECTS** for the 2017-2018 school year, effective May 23, 2018, through June 30, 2018:

- DAVID STRONG (Teacher/Coach)
- KIMBERLY McCLOSKEY (Teacher)
- JOSEPH MATTESSICH (Teacher/Coach/Special Projects)
- MELISSA MARTINIQUE (Teacher)
- SARA DARWISH (Teacher)

(15.) The recommendation of the Superintendent to approve the following **UNAFFILIATED PERSONNEL CONTRACTS** for the 2018-2019 school year, effective July 1, 2018, through June 30, 2019:

<u>Employee</u>	<u>Assignment</u>	<u>Salary</u>
BRUCE CASBARRO*	Door Attendant	\$11.45/Hour
Account: 11-000-262-110-10-10-000		

Minutes for the Regular Meeting of May 22, 2018

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

(15.) (Continued)

<u>Employee</u>	<u>Assignment</u>	<u>Salary</u>
MEGAN CAVALLO Account: 11-402-100-104-10-10-000	Athletic Trainer	\$57,346.00
DEBRA COSTELLO Account: 11-000-230-105-10-10-110 NOTE: Includes Confidential Stipend of \$1,000.00	Confidential Administrative Assistant to Superintendent	\$90,658.00
BEBARCE EL-TAYIB Account: 11-000-252-110-10-10-000	Supervisor of Technology	\$116,341.00
BARBARA FRANCISCO Accounts: 11-000-230-104-10-10-110, 11-000-251-104-10-10-000	Business Administrator/ Board Secretary	\$173,830.00
WALTER FRANKE Account: 11-000-270-160-10-10-000	Fuel Technician	\$15,421.00
JONATHAN HAMILTON Account: 11-000-252-110-10-10-000	Mobile Device Manager & Technician	\$45,071.00
JOHN HUMMER Account: 11-000-252-110-10-10-000	Network Systems Engineer	\$117,132.00
CHRISTOPHER KELLY Account: 11-000-262-110-10-10-000	Supervisor of Buildings & Grounds	\$95,000.00
LAURIE KLIMEK* Account: 11-000-270-160-10-10-000	Dispatcher	\$39,977.00
ANDREW LUNGER Account: 11-402-100-104-10-10-000	P/T Athletic Trainer	\$32,640.00
PATRICK MAHON* Account: 11-130-100-101-10-10-000	In-School Suspension/ Unassigned Substitute	\$20,400.00
DR. ELIZABETH McQUAID Account: 11-000-219-104-10-10-142 NOTE: Includes Doctoral Stipend of \$2,100.00	Director of Special Services	\$141,457.00
DANIEL NOVAK Account: 11-000-230-104-10-10-110	Director of Education	\$143,965.00
WILLIAM NOWICKY Account: 11-000-252-110-10-10-000	Network Support Technician	\$47,194.00
SEAN PALEN* Account: 11-130-100-101-10-10-103	In-School Suspension/ Unassigned Substitute	\$20,400.00

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

(15.) (Continued)

<u>Employee</u>	<u>Assignment</u>	<u>Salary</u>
TRICIA PERRULLI Account: 11-000-270-100-10-10-000	Dispatcher	\$41,820.00
DAVID STORER Account: 11-000-252-110-10-10-000	Senior Network Technician	\$77,113.00

*Ten (10) Month Positions

(16.) The recommendation of the Superintendent to approve the appointment of **PETER VOGT**, as **SUMMER MAINTENANCE INTERN**, at the hourly rate of \$10.00, effective May 23, 2018, through August 24, 2018. Account: 11-000-262-110-10-10-700

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

18. 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.)

19. 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.)

20. 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

(21.) The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (October 2017)**, for the following **STUDENT ACTIVITY ASSIGNMENT and STIPEND** for the 2017-2018 school year, at a stipend of \$71.00, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

<u>Employee</u>	<u>Position</u>	<u>School</u>
JESSICA VITALE	Chaperone	Westbrook

NOTE: Replaces Minick

(22.) 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 - Account: 11-213-100-101-10-10-000:

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

(22.) (Continued)

July 9 - August 3, 2018

<u>Employee</u>	<u>School</u>	<u>Payment</u>
THOMAS BALLETTTO	Highlander Academy	\$1,719.20
ERIN BRANAGAN	Maple Road	\$3,457.78
EDWARD MILKO	High School	\$5,653.13
KATHLEEN MENDES	High School	\$6,172.71
PAUL CHIESA	Westbrook	\$3,398.02
BLAKE VISCONTI	Westbrook	\$3,578.96
ELLEN COMERFORD	Westbrook	\$6,198.44
YVONNE CATALIOTO	Westbrook	\$4,207.27
ELIZABETH MESSANO	Maple Road	\$4,076.96

July 9 - August 10, 2018

<u>Employee</u>	<u>School</u>	<u>Payment</u>
SCARLY ELMERA	Maple Road	\$6,263.82
NICOLE LUNGARO	Maple Road	\$5,936.40
KARYN REINHOLD	Maple Road	\$6,488.73
LINDSAY HEFFERON	Maple Road	\$5,936.40

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.

23. 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
RAYMOND 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

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

23. (Continued)

<u>Employee</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
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.

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

<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.

(25.) 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>
GEORGEAN COLEMAN	\$4,807.00
MERJEME DUFFY	\$5,826.00
KAREN McCOURT	\$5,826.00
STEPHANIE NEBIKER	\$3,977.00

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

27. 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

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

(28.) The recommendation of the Superintendent to approve the position of **ASSISTANT BUSINESS ADMINISTRATOR/ASSISTANT BOARD SECRETARY**, Board Office, effective July 1, 2018, per Board of Education Agreement.

(29.) The recommendation of the Superintendent to approve the following **JOB DESCRIPTION:** (Documentation provided electronically.)

ASSISTANT BUSINESS ADMINISTRATOR/ASSISTANT BOARD SECRETARY (New)

ROLL CALL FOR ITEMS #1 THROUGH #25, AND ITEMS #27 THROUGH #29:

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

The **MOTION PASSED.**

Motion by Mrs. O'Brien, seconded by Mr. Guarino, to **TABLE** the following item #26 under Personnel/Student Affairs, to the June 2018 Board meeting.

26. 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.

ROLL CALL:

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

The **MOTION TO TABLE ITEM #26 PASSED.**

XIII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #14:

1. The recommendation of the Superintendent to approve the renewal of the **DISTRICT SLOGAN** as **"SUCCESS STARTS HERE."**

XIII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

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.

XIII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

7. 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
8. The recommendation of the Superintendent to approve the following **TEXTBOOK ADOPTIONS** for the 2018-2019 school year:

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

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

9. 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.)

10. 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.

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.)

XIII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

12. (Continued)

- 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

(13.) The recommendation of the Superintendent to approve two (2) **FOREIGN EXCHANGE STUDENTS** to attend West Milford High School for the 2018-2019 school year. Tuition waived for these students.

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

ROLL CALL FOR ITEMS #1 THROUGH #14:

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

The **MOTION PASSED.**

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

Motion by Mr. Bailey, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #37:

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

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

Attorney Scarinci Hollenbeck, LLC
(Special Education) Lyndhurst, New Jersey

Attorney Schwartz Edelstein Law Group
(Negotiations) Whippany, New Jersey

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

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

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

Tax Shelter Annuity Companies:

AXA Equitable
Edison, New Jersey

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

1. (Continued)

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.

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.

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

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
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

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

5. (Continued)

- #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

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.

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

- 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.

- 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.

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

8. (Continued)

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:

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.)

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

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:

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.

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

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.
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.

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

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.
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 **an amendment to a previously approved resolution (December 2017)**, to approve an agreement between the **TOWNSHIP OF WEST MILFORD** and the **WEST MILFORD BOARD OF EDUCATION** for the use of McCormack Field, Dygos Field, and district parking locations for the West Milford Community Services and Recreation Fireworks event to be held on **Sunday, July 1, 2018 (rain date: July 2, 2018)**.
- (29.) The recommendation of the Superintendent to approve a transportation shuttle trip request for the **TOWNSHIP OF WEST MILFORD**, to provide bus shuttle services from Westbrook School and West Milford High School parking locations to the entrance of McCormack Field for the West Milford Community Services and Recreation Fireworks event on Sunday, July 1, 2018 (rain date: July 2, 2018), at the in-county field trip transportation rate of \$38.00 per hour, including overtime costs.

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

- 30. 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.
- 31. 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.)
- 32. 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.
- 33. 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.)
- 34. 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.
- 35. 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.
- 36. 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.)
- 37. The recommendation of the Superintendent to accept the **DONATION** of a new sign with posts and installation valued at \$850.00, for Apsawa Elementary School, from Hurricane Signs and Printing.

ROLL CALL FOR ITEMS #1 THROUGH #37:

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

The **MOTION PASSED.**

Minutes for the Regular Meeting of May 22, 2018

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

Motion by Mr. Bailey, seconded by Mrs. O'Brien, to approve the following agenda item #38:

- 38. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **May 22, 2018**, in the amount of \$2,721,965.59. (Documentation provided electronically.)

ROLL CALL FOR ITEM #38:

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

The **MOTION PASSED.**

Mrs. Francisco called a point of order, directed to Ms. Butler.

Motion by Mrs. Dwyer, seconded by Mrs. O'Brien, to **TABLE** the following agenda items #39 and #40 to the June 2018 Board meeting:

- 39. The recommendation of the Superintendent to approve the **PAYROLL** of April 30, 2018 and May 15, 2018, in the amount of \$4,299,339.94. (Documentation provided electronically.)
- 40. 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 \$167,093.04.

ROLL CALL TO TABLE ITEMS #39 AND #40:

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

The **MOTION TO TABLE ITEMS #39 AND #40 PASSED.**

Motion by Mr. Bailey, seconded by Mrs. O'Brien, to approve the following agenda items #41 and #42:

- 41. The recommendation of the Superintendent to approve the following Resolution:

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

41. (Continued)

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:

\$8,468,168.88 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.)

42. 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.

ROLL CALL FOR ITEMS #41 AND #42:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Absent	Mr. Huber	Absent
Mrs. Dwyer	Yes	Mr. Drew	Absent	Mr. Cytowicz	Absent
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 #43 through #46:

DISCUSSION: Mr. Guarino asked about item #44, rejecting all bids. Ms. Francisco explained that there was only one bid and it was over budget; other alternatives will be discussed.

Mr. Bailey asked if the specifications will be re-examined to attract more bids. Ms. Francisco said that it will be reviewed.

(43.) The recommendation of the Superintendent to award a contract to **DRILL CONSTRUCTION CO., INC.**, West Orange, New Jersey, (lowest bidder) for the Greenhouse Replacement at West Milford High School and Macopin Middle School, in the amount of \$276,000.00, per bids publicly read on May 22, 2018.

(44.) The recommendation of the Superintendent to **REJECT ALL BIDS** for the Field House Replacement at West Milford High School, per bids publicly read on May 22, 2018.

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

- (45.) The recommendation of the Superintendent to accept a proposal from **SETTEMBRINO ARCHITECTS**, Red Bank, New Jersey, to perform architectural services for the Main Office Relocation and New Security Vestibule at Westbrook Elementary School, at a cost not to exceed \$14,500.00, plus reimbursable expenses. (Documentation provided electronically.)
- (46.) The recommendation of the Superintendent to approve the award of a contract for the purchase of two (2) 2018 Dodge Grand Caravans, to **BEYER FORD OF MORRISTOWN** (d/b/a Beyer Fleet), Morristown, New Jersey (Contract #65MCESCCPS-ESCNJ 17/18-21), through our participating membership with the **MORRIS COUNTY COOPERATIVE PRICING COUNCIL** (contract period 9/15/17-9/14/18), for a total purchase price of \$46,612.02. (Documentation provided electronically.)

NOTE: Purchase of these vehicles was approved for the 2018-2019 budget.

ROLL CALL FOR ITEMS #43 THROUGH #46:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Bailey	Yes	Mrs. Fritz	Absent	Mr. Huber	Absent
Mrs. Dwyer	Yes	Mr. Drew	Absent	Mr. Cytowicz	Absent
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 Mr. Bailey, to approve the following agenda items #1 through #13:

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.)

XV. POLICY - Mr. Guarino, Chairperson - Continued

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.)

ROLL CALL FOR ITEMS #1 THROUGH #13:

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

The **MOTION PASSED.**

XVI. COMMITTEE REPORTS/LIAISONS

Parks & Recreation - Mr. Guarino stated they will be meeting on Thursday, May 24, 2018.

Safety - Mrs. Van Dyk indicated there will be a meeting on Friday, May 25th.

Superintendent's Roundtable - Mrs. Dwyer spoke about meeting on Thursday, May 24, 2018.

Minutes for the Regular Meeting of May 22, 2018

XVI. COMMITTEE REPORTS/LIAISONS - Continued

Passaic County School Boards Association - Mrs. Van Dyk was not able to attend the meeting on May 21, 2018, due to negotiations.

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

Legislative - Mr. Huber. No report.

Technology Oversight - Mrs. Fritz. No report.

West Milford Education Foundation - Mrs. O'Brien did not have a report, as she did not attend the last "Meet & Greet" due to a Committee meeting.

Township/Board of Education Joint Committee - Mr. Cytowicz. No report.

CASA - Mr. Huber. No report.

XVII. OLD BUSINESS

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

Ms. Francisco stated she has not heard back from the Township.

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

VOICE VOTE: All in Favor. MOTION PASSED.

XVIII. NEW BUSINESS

Motion by Mrs. O'Brien, 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.

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

VOICE VOTE: All in Favor. MOTION PASSED.

Minutes for the Regular Meeting of May 22, 2018

XX. EXECUTIVE SESSION

At 8:29 p.m., Mrs. Dwyer 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.

The Board returned to the public session at 8:48 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

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

XIII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mrs. O'Brien, to approve the following agenda item #15:

- 15. 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 22, 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-21	Unsubstantiated
2018/E-22	Unsubstantiated
2018/M-4	Substantiated

ROLL CALL FOR ITEM #15:

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

The **MOTION PASSED.**

XXI. ADJOURNMENT

Motion by Mrs. O'Brien, seconded by Mrs. Guarino, to adjourn the meeting at 8:49 p.m.

VOICE VOTE:

All in Favor.

MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary