

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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**BOARD OF EDUCATION
 MINUTES
 WORKSHOP/REGULAR MEETING
 MAY 21, 2019**

DISTRICT GOALS - 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.*

Mrs. Lynda Van Dyk, Board President, called to order the Workshop/Regular Meeting of the Board of Education at 7:00 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 in the Administration Building. Copies of the Board Meeting Calendar Resolution were provided to all local media, Town Hall, Township Library, and all district schools.

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

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mrs. Romeo	Present	Mrs. Dwyer	Present	Mr. Ofshinsky	Present
Mr. Cytowicz	Absent/Arr. 8:54 p.m.	Mr. Guarino	Absent	Mrs. O'Brien	Present
Mr. Drew	Present	Mrs. Fritz	Present	Mrs. Van Dyk	Present

Minutes for the Workshop/Regular Meeting of May 21, 2019

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

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
Joanne Butler, Esq.	Board of Education Attorney	Present
Kelsie Murphy	Student Representative	Absent

There were approximately 25 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

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

RESOLVED, that the Board immediately go into Executive Session for approximately thirty (30) minutes for the purpose of conducting a parent appeal and discussing personnel matters.

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 7:47 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

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

VII. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

Dr. Anemone spoke about West Milford students that earned their Eagle Scout awards. He recognized Michael Saporito who was not present, and asked Jared Rodums to accept a Certificate of Achievement from the Board and speak about his Eagle Scout project. Mr. Rodums explained his project to the Board.

Dr. Anemone spoke about Abigail Madara, a Macopin student, who will be attending a week long camp at Stockton University through the American Association of University Women (AAUW). Miss Madara was nominated by her teachers, and explained how she was selected, and spoke about the program she will be attending. She thanked her teachers and Mr. Citro for this opportunity.

VII. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

Dr. Anemone discussed the 2019-2020 budget review process discussed at the Public Hearing on April 30, 2019. He spoke about a letter he distributed to the community in response to a newspaper article. He clarified that the information used by the District was obtained from the Township Tax Assessor's office.

Dr. Anemone spoke about the 2020-2021 budget preparations that normally begin in October will begin earlier due to the significant reduction in our state aid.

Dr. Anemone discussed a new group with a large social media presence called NJSOS - Support Our Students. Dr. Anemone is recommending the Board join this group, which is a cohort of like Districts losing state aid with the new funding formula. They are coming together to apply political pressure in Trenton, to equalize or freeze state aid losses.

Dr. Anemone congratulated Marshall Hill and West Milford High School for recently being named National Schools of Character, and stated that all eight (8) schools have now been named State and/or National Schools of Character. In 2020, the District will apply to be a District of Character, as we now meet that application requirement.

Dr. Anemone congratulated the West Milford Girls Golf Team winning the Passaic County Championship in their first season, and the team sent their thanks to the Board. Dr. Anemone also congratulated Coach McClurg on this accomplishment.

Dr. Anemone also congratulated the West Milford Varsity Baseball and Softball teams for winning big games in the State Tournament.

Dr. Anemone congratulated student, Destiny Gerety, who recently won the 2019 Exceptional Employee Award for Passaic County from the Workforce Development Board of Passaic County.

Student Representative Report, Kelsie Murphy - No report.

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

Mr. Novak presented a Mathematics presentation to the Board and the community. Mr. Novak is presenting on behalf of Mrs. Gretina, and wished her well in her recovery. Mr. Novak presented a Math Overview for K-12 to the Board, and spoke about state testing, texts and resources, student assessment, professional development, data mining and analysis, new initiatives, and future goals. Board members asked questions and Mr. Novak provided them with the information.

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

Motion by Mr. Ofshinsky, seconded by Mrs. Fritz, to approve the following Board of Education meeting minutes:

- April 10, 2019 Special Meeting*
- April 23, 2019 Workshop/Special Action Meeting
- April 23, 2019 Executive Session
- April 30, 2019 Regular/Public Budget Hearing Meeting
- April 30, 2019 Executive Session

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

*The Board did not adjourn for Executive Session on 4/10/19

Mrs. O'Brien "Abstained" to the April 30, 2019 Regular/Public Budget Hearing Meeting minutes and the April 30, 2019 Executive Session minutes.

VOICE VOTE: All in Favor. MOTION PASSED.

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

Mrs. Van Dyk stated she will provide her report at the June meeting.

XI. PUBLIC COMMENT - AGENDA ITEMS (PLEASE SIGN IN)

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

VOICE VOTE: All in Favor. MOTION PASSED.

XII. MOTION BY MR. OFSHINSKY, SECONDED BY MRS. DWYER, TO ADOPT THE AGENDA, AS PRESENTED AND AMENDED.

VOICE VOTE: All in Favor. MOTION PASSED.

XIII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #10:

DISCUSSION: Mr. Drew discussed many advantages for students with regard to item #5 and forming a boys and girls swim team. Mrs. Van Dyk thanked the Administration for the creativity of forming the program.

1. The recommendation of the Superintendent to approve an agreement with **RENAISSANCE**, Wisconsin Rapids, Wisconsin, for Educational Services, in an amount not to exceed \$19,000.00, for the period of July 1, 2019, through June 30, 2020.
2. The recommendation of the Superintendent to approve an agreement with **LINKIT!**, New York, New York, for Educational Services, in an amount not to exceed \$32,815.00, for the period of July 1, 2019, through June 30, 2020.
3. The recommendation of the Superintendent to approve the adoption of the **SPECIALIST RUBRICS** for Teacher Evaluations, for the 2019-2020 school year.

XIII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

4. The recommendation of the Superintendent to approve an **ADDITION** to the following **GENERAL EDUCATION/SPECIAL EDUCATION DISTRICT CONSULTANTS, PHYSICIANS, HOSPITALS/MEDICAL CENTERS, CLINICS, AGENCIES** for the 2019-2020 school year:

Psychiatrists - Evaluation

Dr. Lee Suckno \$600.00 per evaluation

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

RESOLVED, that the Board of Education approve the formation of a cooperative boys and girls swim team with the Lakeland Regional High School Board of Education, made up of students from both school districts, subject to approval of the Big North Conference and the New Jersey State Interscholastic Athletic Association and in accordance with the terms of an agreement mutually developed between the West Milford and Lakeland Regional High School Boards of Education. Lakeland Regional High School will act as the lead district for all team activities. Upon approval by the Board and by the Lakeland Regional High School Board of Education, the Board President is authorized to sign the agreement, a copy of which shall be on file in the offices of the Business Administrator and Athletic Director. (Documentation provided electronically.)

6. 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 2019-2020 school year. (Documentation provided electronically.)

7. The recommendation of the Superintendent to approve the following **CURRICULUM ADOPTIONS** for 2019-2020 school year:

High School

Physical Education

Dance PE9-12

Macopin School/Elementary

Physical Education

Dance PE6-8

8. The recommendation of the Superintendent to approve the **FIELD TRIP LOCATIONS** for the 2019-2020 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

XIII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

8. (Continued)

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.)

9. The recommendation of the Superintendent to approve the following **HIGH SCHOOL OVERNIGHT FIELD TRIP** for the 2019-2020 school year:

HIGHLANDER BAND

Purpose of Trip: Highlander Band Tour of England and Scotland

Location:	England and Scotland
Dates of Trip:	April 10-19, 2020
Number of Students:	110
Cost of Trip to Students:	\$4,000.00
Name of Advisor:	Dr. Brian McLaughlin
Number of School Days Missed:	0 days
Number of Chaperones:	6
Cost to District:	\$1,764.00 (approximate)
	Bus transportation to and from Newark Airport

10. 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 #10:

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

The **MOTION PASSED**.

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Nicole Fritz, 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.

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

Motion by Mrs. Fritz, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #12, and #14 through #37:

DISCUSSION: Mr. Drew requested that the Board move to vote on item #13 after Executive Session.

Motion by Mrs. Dwyer, seconded by Mrs. O'Brien to **TABLE** item #13 for a separate vote after Executive Session.

ROLL CALL:

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

The **MOTION PASSED. Item #13 TABLED** to be voted on after Executive Session.

DISCUSSION: Mr. Drew inquired about item #24. Mr. Novak provided information regarding the District Data Committee.

1. The recommendation of the Superintendent to accept the resignation of **ANDREW LUNGER**, Athletic Trainer (PT), High School, effective June 30, 2019.
2. The recommendation of the Superintendent to accept the resignation of **RICHARD ARCURI**, Chief Mechanic, Operations/Transportation, effective July 31, 2019.
3. The recommendation of the Superintendent to accept the resignation of **DANIEL YOUNGBLOOD**, Bus Driver, Transportation, effective May 28, 2019.
4. The recommendation of the Superintendent to approve the appointment of **DR. ELISSA SCILLIERI**, Principal, Apshawa School (PC#15.01.P1.AEN), at the annual salary of \$117,900.00, plus a \$2,100.00 doctorate stipend (prorated), with health benefits, effective August 1, 2019, through June 30, 2020, per Board of Education/WMPA Agreement. (Replaces Primavera) Account: 11-000-240-103-10-10-150
5. The recommendation of the Superintendent to approve the appointment of **PATRICK O'DONNELL**, Principal, Marshall Hill School (PC#10.04.P1.AEP), at the annual salary of \$112,479.00, with health benefits, effective July 1, 2019, through June 30, 2020, per Board of Education/WMPA Agreement. (Replaces Cash) Account: 11-000-240-103-10-10-150
6. The recommendation of the Superintendent to approve a **TRANSFER OF ASSIGNMENT** for **GINGER TURI** from Grade 6 Teacher, Upper Greenwood Lake School, to Special Education Teacher (Resource Center), Macopin School, effective July 1, 2019, through June 30, 2020, per Board of Education/WMEA Agreement. Account: 11-213-100-101-10-10-000
7. The recommendation of the Superintendent to approve the reappointment of **KELLY STOCCHETTI**, Grade 5, Upper Greenwood Lake School, at the annual salary of \$61,450.00 (MA/5), with health benefits, effective July 1, 2019, through June 30, 2020, per Board of Education/WMEA Agreement. Account: 11-120-100-101-10-10-000

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

8. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/ COACHES/NURSES/SPECIAL PROJECTS** for the 2018-2019 school year, effective May 22, 2019, through June 30, 2019, and the 2019-2020 school year:

TIMOTHY MICKENS (Coach/Teacher)
MIA MASLANEK (Coach/Teacher)
ROBERT SUNDA (Coach/Teacher)
DANIEL FREY (Coach/Teacher)
LAUREN MORAN (Teacher)
JENNIFER BRADBURY (Teacher)
DEBORAH RODAS (Teacher)
KRISTY SMOLINSKI (Coach/Teacher)
RYAN LaCORTE (Coach/Teacher)
ANDREW LUNGER (Athletic Trainer)
ELENA VILLECA (Teacher)
CHRISTOPHER ENRICO (Teacher/Coach)
PETER LANIGAN (Teacher/Coach)

9. The recommendation of the Superintendent to approve the following additions to the non-certified personnel list of **SUBSTITUTE SECRETARIES/BUILDING AIDES/CAFETERIA AIDES/SPECIAL CLASS AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS & VEHICLE AIDES** for the 2018-2019 school year, effective May 22, 2019, through June 30, 2019, and the 2019-2020 school year:

PEREZ CRUZ (Custodial)
DAVID DeLUCCA (Bus Driver)
JILLIAN DITTEMER (SACC)
NANCY WORDEN* (Bus Driver)
MELISSA ALTIERI (Special Class & Vehicle Aide)
LAUREN CONLON (Special Class Aide)

*Pending successful completion of road test

10. The recommendation of the Superintendent to approve a leave of absence for **LISA LAVIANO**, Special Education Teacher (Resource Center), Apshawa School, with pay using sick days effective June 17, 2019, through June 19, 2019, then without pay under the Family Medical Leave Act effective September 3, 2019, through November 27, 2019. (Maternity/Child Rearing)

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

11. The recommendation of the Superintendent to approve a leave of absence for **TRICIA PERRULLI**, Administrative Assistant, Transportation, with pay using sick days effective July 1, 2019, through August 19, 2019, then without pay under the Family Medical Leave Act effective August 20, 2019, through November 12, 2019. (Maternity/Child Rearing)

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

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

12. The recommendation of the Superintendent to approve a leave of absence for **MICHAEL MILLER**, Custodian, Upper Greenwood Lake School, with pay using vacation and compensation days, retroactive from April 22, 2019, through April 24, 2019, then without pay under the Family Medical Leave Act retroactive from April 25, 2019, through May 17, 2019. (Medical)

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

14. The recommendation of the Superintendent to approve **ADDITIONAL HOURS** for **ALEX CAILLIE**, Special Class Aide, to attend **CHORUS/BAND REHEARSALS and PERFORMANCES**, for three (3) hours, at the hourly rate of \$34.00, for the 2018-2019 school year, per Board of Education/WMEA Agreement. Account: 11-401-100-110-10-10-000

Student #'s: 68309, 68742

NOTE: Originally approved for four (4) hours (October 2018)

15. The recommendation of the Superintendent to approve **MATTHEW GRAMATA** as a **CHAPERONE** for Spring Concert, Macopin School, for the 2018-2019 school year, at a stipend of \$72.00, per Board of Education/WMEA Agreement. (Replaces Kaczor) Account: 11-401-100-110-10-10-000
16. The recommendation of the Superintendent to approve the following **SUMMER SECRETARIAL ASSIGNMENTS** and payments for **JULY and AUGUST 2019**, at the contracted per diem rate per Board of Education/WMESA Agreement - Accounts: 11-000-240-105-10-10-700 (Principal's, Athletic, & Assistant Principal's Offices), 11-000-218-105-10-10-700 (Guidance Office) & 11-000-219-105-10-10-700 (Special Education Services):

<u>Employee</u>	<u>Assignment</u>	<u>Days</u>	<u>Daily Rate</u>
<u>High School</u>			
STEPHANIE MARQUARD	Principal's Office	20	\$286.08
MARYANN LANZO	Principal's Office	10	\$286.08
THERESA MURPHY	Principal's Office	9	\$286.08
DEBORA GABRIELE	Guidance Office	16	\$286.08
PAMELA FENNING	Guidance Office	15	\$286.08
CATHLEEN REDA	Athletic Office	10	\$286.08
<u>Macopin School</u>			
ALFONSINA KULAK	Principal's Office	17	\$286.08
LINDA BEGLEY	Principal's Office	3	\$286.08
LINDA BEGLEY	Assistant Principal's Office	4	\$286.08
ANN HIGGINS	Principal's Office	3	\$286.08
AIMEE VIZZI	Guidance Office	18	\$259.97
<u>Elementary Schools</u>			
COLLEEN LESLIE	Principal's Office/ Aphawa School	6	\$286.08
KIMBERLY CHRISTIE	Principal's Office/ Maple Road School	6	\$286.08
KELLY TENHOEVE	Principal's Office/ Marshall Hill School	6	\$265.13

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

16. (Continued)

Elementary Schools

KAREN GRILL	Principal's Office/ Paradise Knoll School	3	\$286.08
DANA DOP	Principal's Office/ Paradise Knoll School	3	\$259.97
DIANNA HAGGETT	Principal's Office/ Upper Greenwood Lake School	3	\$286.08
RANDI PLATT	Principal's Office Upper Greenwood Lake School	3	\$259.97
DEBORAH VAN ZILE	Principal's Office/ Westbrook School	3	\$286.08
GLORIA DINAN	Principal's Office/ Westbrook School	3	\$259.97

Special Education Services

MARILUZ ALONSO	CST - High School	9	\$286.08
TRACEY DEL COLLIANO	CST - High School/Elementary	9	\$286.08
DEBRA VIDULICH	CST - Macopin/Elementary	8	\$286.08
AMY POMEROY	CST - Elementary	10	\$286.08

17. The recommendation of the Superintendent to approve the following **SUMMER CUSTODIAL STUDENT INTERNS**, at an hourly rate of \$8.85, effective July 8, 2019, through August 23, 2019 - Account: 11-000-262-110-10-10-700:

TANNER CHRISTIE	SCOTT HARTY
NOAH DURGIN	EDWARD PEREKSTA

18. The recommendation of the Superintendent to approve **ANDREW JON HENGEVELD** as a **SUMMER MAINTENANCE INTERN**, at an hourly rate of \$10.00, effective May 22, 2019, through August 23, 2019. Account: 11-000-262-110-10-10-700

19. 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: Various Payroll Accounts:

July 8 - August 2, 2019

<u>Employee</u>	<u>School</u>	<u>Payment</u>
ERIN BRANAGAN	Westbrook	\$3,551.54
YVONNE CATALIOTO	Westbrook	\$5,135.71
PAUL CHIESA	Westbrook	\$3,502.01
BLAKE VISCONTI	Westbrook	\$3,666.94

July 8 - August 2, 2019 (Tuesday and Thursday)

<u>Employee</u>	<u>School</u>	<u>Payment</u>
THOMAS BALLETTTO	Highlander Academy	\$1,872.29

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

19. (Continued)

July 8 - August 9, 2019

<u>Employee</u>	<u>School</u>	<u>Payment</u>
SCARLY ELMERA	Maple Road C.L.I.M.B.	\$6,457.01
LINDSAY HEFFERON	Maple Road C.L.I.M.B.	\$6,172.11
NICOLE LUNGARO	Maple Road C.L.I.M.B.	\$6,172.11
KARYN REINHOLD	Maple Road C.L.I.M.B.	\$6,788.94
JAIME GIORDANO	Maple Road C.L.I.M.B.	\$5,956.07

July 9 - August 1, 2019 (Tuesday, Wednesday and Thursday)

<u>Employee</u>	<u>School</u>	<u>Payment</u>
KATHLEEN MENDES	High School	\$6,578.40
EDWARD MILKO	High School	\$6,317.46

NOTE: Teachers will be compensated for an additional total of three (3) hours for the following: consultation time in June and a meeting with the Director of Special Services. Hours are included in payment above.

20. The recommendation of the Superintendent to approve the following **THERAPISTS and BCBA for the SPECIAL EDUCATION EXTENDED SCHOOL YEAR (ESY) PROGRAM**, per Board of Education/WMEA Agreement - Account: 11-000-219-104-10-10-700:

<u>July 8 - August 9, 2019</u>	<u>School</u>	<u>Payment</u>
DORIS MONROE	District-wide	\$8,568.15
NICOLE POVEROMO	District-wide	\$6,578.40
MELISSA TERESCO	District-wide	\$6,659.19
MEAGHAN BRACCHITTA	District-wide	\$5,930.40

NOTE: Occupational Therapist, Physical Therapist and Speech Therapist will be compensated for an additional total of three (3) hours for the following: consultation time in June and a meeting with the Director of Special Services. Hours are included in payment above.

21. The recommendation of the Superintendent to approve the following **CHILD STUDY TEAM MEMBERS, BCBA and THERAPISTS FOR CASE MANAGEMENT, TESTING and/or PARTICIPATION IN ELIGIBILITY and INDIVIDUAL EDUCATION PROGRAM (IEP) MEETINGS**, for the months of July and August 2019, at various hourly rates, per Board of Education/WMEA Agreement - Account: 11-000-219-104-10-10-700:

<u>CST Member</u>	<u>Hourly Rate</u>	<u>Therapists</u>	<u>Hourly Rate</u>
DOMENICA BASSORA	\$72.36	CYNTHIA D'ANTONIO	\$79.29
PATRICE CAPPELLO	\$79.29	DORIS MONROE	\$69.68
MICHELE GALL	\$43.54	NICOLE POVEROMO	\$79.29
DAVID GLUCKSTEIN	\$76.29	MELISSA TERESCO	\$43.54
KATHERINE MEYER	\$45.61	JOAN WARNER	\$79.29
MICHAEL MROZ	\$58.86	MEAGHAN BRACCHITTA	\$49.42
SHERYL NEUHS	\$69.68		
SHERRY SCHWARTZ	\$44.32		

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

21. (Continued)

<u>CST Member</u>	<u>Hourly Rate</u>
MICHAEL SHAVE	\$62.00
DONNA STRIANSE	\$76.29
GERI TAYLOR	\$76.29

22. 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 2019, at various hourly rates, per Board of Education/WMEA Agreement - Various Payroll Accounts:

<u>Teachers</u>	<u>Hourly Rate</u>
THOMAS BALLETO	\$53.75
ERIN BRANAGAN	\$42.82
YVONNE CATALIOTO	\$62.00
PAUL CHIESA	\$42.21
ELLEN COMERFORD	\$76.29
JAIME GIORDANO	\$38.93
LINDSAY HEFFERON	\$40.36
NICOLE LUNGARO	\$40.36
KATHLEEN MENDES	\$79.29
EDWARD MILKO	\$76.29
KARYN REINHOLD	\$44.39
BLAKE VISCONTI	\$44.21
MELISSA WELCH	\$58.86

23. The recommendation of the Superintendent to approve the following **NURSES** for the **SPECIAL EDUCATION EXTENDED SCHOOL YEAR (ESY) PROGRAM and SUMMER READING and LITERACY PROGRAM**, per contracted rate, per Board of Education/WMEA Agreement - Accounts: Various Payroll Accounts and ESEA Title I Grant Account: 20-231-200-110-10-50-000:

<u>July 8, 2019 - August 2, 2019</u>	<u>School</u>	<u>Payment</u>
BARBARA CORBETT	Westbrook/HS	\$1,085.11
JOYCE RILEY	Westbrook/HS	\$3,509.14
ARLE BERGHORN	Westbrook/HS	\$ 800.00
<u>July 8, 2019 - August 9, 2019</u>	<u>School</u>	<u>Payment</u>
PAMELA SASTRE*	Maple Road	\$7,092.32
JOYCE RILEY*	Maple Road	\$4,803.75

NOTE: Partially funded through the ESEA Title I Grant, Summer Reading and Literacy Program. (Berghorn \$200.00, Corbett \$377.44, Riley \$1,220.64)

*Nurses will be compensated for an additional total of three (3) hours for the following: consultation time in June and a meeting with the Director of Special Services. Hours are included in payment above.

24. The recommendation of the Superintendent to approve the following **DISTRICT DATA COMMITTEE - SUMMER 2019**, at the hourly rate of \$34.00, not to exceed eight (8) hours per staff member, per Board of Education/WMEA Agreement - Account: 20-270-200-101-10-50-000 - ESEA Title IIA Grant:

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

24. (Continued)

<u>Apshawa</u>	<u>Upper Greenwood Lake</u>
KELLEY VISAGGIO LINDSAY GARDNER-DAMMERS	JENNIFER HARRIS DEENA ACCARDI
<u>Maple Road</u>	<u>Westbrook</u>
DIANA BIVONA JENNIFER HIGGINS	MEGHAN DONEGAN ALISON PERRY MAUREEN KELLY
<u>Marshall Hill</u>	<u>Macopin</u>
JULIE CHESHIRE CHRISTINE GENARDI-FISHER	CHRISTIAN CONWAY AMY DICKERSON
<u>Paradise Knoll</u>	<u>High School</u>
BRIAN LESLIE ELLEN DOUGHERTY	JILL NITKINAS SYRENA LoRe

NOTE: Funded through the ESEA Title IIA Grant.

25. The recommendation of the Superintendent to approve the following **MATH IMPROVEMENT COMMITTEE - SUMMER 2019**, at the hourly rate of \$34.00, not to exceed eight (8) hours per staff member, per Board of Education/WMEA Agreement - Account: 20-270-200-101-10-50-000 - ESEA Title IIA Grant:

<u>Apshawa</u>	<u>Upper Greenwood Lake</u>
CATHERINE CLINTON CHRISTINE RODEK KRISTA BASILE	MELISSA BERGH JENNIFER HARRIS KELLY COMERFORD
<u>Maple Road</u>	<u>Westbrook</u>
KRISTEN ROSIMINI THOMAS ANTONUCCI DIANA BIVONA	ASHLEY BAUMGARTNER JODIE COMUNE SUZANNE OESTERLE
<u>Marshall Hill</u>	<u>Macopin</u>
PHYLLIS BLAU ALICE SUSKA CHRISTINE GENARDI-FISHER	KIRA LAYTON JENNIFER FEAR DAWN MAGIE LAURIE SESAK (Alternate)
<u>Paradise Knoll</u>	<u>High School</u>
KIMBERLY VOLZ MELISSA KEIL AMI HOGUE	JILL NITKINAS NIRUSHA SRISHAN MELISSA WELCH

NOTE: Funded through the ESEA Title IIA Grant.

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

26. The recommendation of the Superintendent to approve **SUMMER CURRICULUM DEVELOPMENT** for the 2019-2020 school year at the hourly rate of \$36.00, per Board of Education/WMEA Agreement. Accounts: (Grade K) 11-110-100-101-10-10-160; (Grades 1-5) 11-120-100-101-10-10-160; (Grades 6-8) 11-130-100-101-10-10-160; (Grades 9-12) 11-140-100-101-10-10-160 (Documentation provided electronically.)
27. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENTS and STIPENDS** for the 2019-2020 school year, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

<u>Employee</u>	<u>Assignment</u>	<u>Stipend</u>
STEPHEN MASLANEK	Summer Football Director	\$1,039.00
MEGAN ALBANESE	Summer Football Trainer	\$ 799.00
TIMOTHY MICKENS	Summer Football Assistant	\$ 799.00
DAVID STRONG	Summer Football Assistant	\$ 799.00
ROBERT SUNDA	Summer Football Assistant	\$ 799.00
GARY STOLL	Summer Football Assistant	\$ 799.00
TAYLOR PEVNY	Summer Football Assistant	\$ 799.00
TYLER MAURER	Summer Football Assistant	\$ 799.00

28. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENTS and STIPENDS** for the **WINTER 2019-2020 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>
TAYLOR PEVNY	Head Wrestling	C	\$10,626.00
GARY STOLL	Asst. Wrestling	C	\$ 7,467.00
CRAIG SPENCER	.5 Asst. Wrestling	C+Longevity	\$ 3,833.50
MICHAEL BLAKELY	.5 Asst. Wrestling	C+Longevity	\$ 3,833.50
JOHN CAILLIE	Head Bowling	C+Longevity	\$ 6,968.00
IAN WHITE	Head Ski Racing	C+Longevity	\$ 7,406.00
ANNA NIEWODNICZANSKA	Asst. Ski Racing	A	\$ 3,565.00
TIMOTHY McCLURG	Head Basketball(Boys)	A	\$ 8,350.00
KENNETH CANALI	Asst. Basketball(Boys)	C	\$ 7,467.00
RAYMOND LaCROIX	Head Basketball(Girls)	C+Longevity	\$10,826.00
NICOLE GRIMSHAW	Asst. Basketball(Girls)	C	\$ 7,467.00
EDWARD MILKO	Asst. Basketball(Girls)	C+Longevity	\$ 7,667.00
JEANNE BROWNE	Head Fencing (Girls)	A	\$ 5,205.00
DANIELLA WAGENTI	Head Fencing (Boys)	A	\$ 5,103.00
KRISTA TRIPODI	Varsity Cheerleading	C+Longevity	\$ 7,402.00
KELLY NANN	Asst. Cheerleading	C	\$ 5,554.00
MICHAEL LAMBERT	Head Winter Track	C	\$ 7,206.00
SAMANTHA FODOR	Asst. Winter Track	A	\$ 3,565.00
RYAN LaCORTE	Head Ice Hockey	A	\$ 7,304.00
DANIEL FREY	Asst. Ice Hockey	C	\$ 7,084.00

29. The recommendation of the Superintendent to approve the following **HIGH SCHOOL SUBSTITUTE CERTIFIED ATHLETIC TRAINERS** for the 2019-2020 school year - Account: 11-402-100-590-09-21-000:

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

29. (Continued)

**BRENDAN BYRNES
SUSAN MAURER
ANDREW LUNGER
JAG PHYSICAL THERAPY TRAINING SERVICES**

NOTE: The above independent trainers carry their own insurance and all expenses will be covered by the High School Athletic Department.

30. The recommendation of the Superintendent to approve the **HIGH SCHOOL EVENTS STAFF RATES** for the 2019-2020 school year. Account: 11-402-100-590-09-21-000 (Documentation provided electronically.)

31. The recommendation of the Superintendent to approve the following **ADDITIONS** to the list of **HOME INSTRUCTORS**, at the hourly rate of \$39.00, for the 2018-2019 school year - Account: 11-150-100-101-10-10-000:

**KELLY COMERFORD
KRISTI CLAVE**

32. The recommendation of the Superintendent to approve the following **CLERICAL SERVICE** for the 2019-2020 school year for **STUDENT ACTIVITY ATHLETIC PHYSICALS**, per Board of Education/WMEA Agreement - Account: 11-402-100-590-09-21-000:

<u>Employee</u>	<u>Position</u>	<u>Hours</u>	<u>Rate Per Hour</u>
Summer 2019 CATHLEEN REDA	Summer Clerical	12	\$21.28

33. The recommendation of the Superintendent to approve the following **MENTOR TEACHER PAYMENT** for the 2018-2019 school year:

<u>Provisional Teacher</u>	<u>Payment</u>	<u>Mentor Teacher</u>
KATRINA VINKMAN	\$ 550.00	Christine Paterno

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

34. The recommendation of the Superintendent to approve the following **VOLUNTEER** to the **STUDENT ACTIVITY PROGRAMS** for the 2019-2020 school year:

<u>Name</u>	<u>School</u>	<u>Assignment</u>
GABRIELLA CANTINA	High School	Field Hockey

(35.) The recommendation of the Superintendent to approve the appointment of **LOREN GINTY**, School Psychologist, District-wide (PC#90.08.37.ATL), at the annual salary of \$63,100.00 (MA+30/1), with health benefits, effective September 1, 2019, through June 30, 2020, per Board of Education/WMEA Agreement. (Replaces Kelley) Account: 11-000-219-104-10-10-142

NOTE: Pending Certification

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

- (36.) The recommendation of the Superintendent to approve a **TRANSFER OF ASSIGNMENT** for **BARBARA CRAWFORD**, from Cafeteria Aide, Paradise Knoll School and School Aged Child Care Provider (SACC), Apshawa School, to Security Guard/Hall Monitor, High School (PC#45.09.M8.BDK), at the annual salary of \$31,453.00 (prorated), with health benefits, effective May 28, 2019, through June 30, 2019, per Board of Education Agreement. (Replaces LaRusso)
Account: 11-000-266-110-10-10-000
- (37.) The recommendation of the Superintendent to approve an **ADDITIONAL ASSIGNMENT** for **HEATHER BURNS** for the **BOARD RECOGNITION MEETING**, at the hourly rate of \$34.00, effective June 11, 2019. Account: 11-110-100-101-10-10-000

NOTE: To assist with the audio system at the Board meeting.

ROLL CALL:

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

*Mrs. Romeo and Mrs. Van Dyk "Abstained" to item #16.

**Mrs. Dwyer voted "No" to item #16, and voted "Yes" to the remainder.

The **MOTION FAILED** for item #16. The **MOTION PASSED** for the remaining items.

Dr. Anemone introduced the two new principals that were appointed, Dr. Elissa Scillieri, Apshawa School Principal, and Mr. Patrick O'Donnell, Marshall Hill School Principal. Each principal addressed the Board and thanked them for the opportunity.

XV. OPERATIONS & FINANCE, Mr. Raymond Guarino - Chairperson

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #63:

DISCUSSION: Mr. Drew inquired about item #2. Dr. Anemone and Ms. Butler provided Mr. Drew information regarding the bylaws, policies and regulations. Mr. Drew also inquired about item #1 and the request for proposals for only the Board Attorney. Mrs. Van Dyk stated that no one asked for requests for proposals for any other professional appointments.

- 1. The recommendation of the Superintendent to approve the following **PROFESSIONAL APPOINTMENTS** for the 2019-2020 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

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

1. (Continued)

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 2019-2020 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 (Special Education)	Scarinci Hollenbeck, LLC Lyndhurst, New Jersey
Attorney (Negotiations)	Adams, Gutierrez & Lattiboudere, LLC Newark, New Jersey
Attorney (Workers Compensation)	Capehart & Scatchard, P.C. Mt. Laurel, New Jersey
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
Tax Shelter Annuity Companies:	Valic Woodbridge, New Jersey
	Vanguard Valley Forge, Pennsylvania

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

1. (Continued)

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 2019-2020 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 2019-2020 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 2019-2020 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 2019-2020 school year:

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

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

5. (Continued)

Lakeland Bank

General Operating	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 Reserve	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
- #3 - Board Secretary/Assistant Business Administrator
- #4 - Teacher/Director of Education/Principal
- #5 - Principal/Assistant Principal/Secretary
- #6 - Principal/Secretary/Business Administrator
- #7 - Board Secretary/Assistant Business Administrator/Coordinator/Supervisor
- #8 - Director/Secretary/Principal
- #9 - Board Secretary/Assistant Business Administrator/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

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

5. (Continued)

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 2019-2020 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.

7. The recommendation of the Superintendent to approve **PETTY CASH** for the 2019-2020 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;

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

7. (Continued)

NOW, THEREFORE BE IT RESOLVED that the following petty cash accounts shall be established for the 2019-2020 school year:

Administration Office	\$400.00
Transportation	\$800.00
Apshawa 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 2019-2020 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.

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

8. (Continued)

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 2019-2020 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 2019-2020 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 2019-2020 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

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

10. (Continued)

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 2019-2020 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 2019-2020 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 renew an agreement with **HONEYWELL INTERNATIONAL**, Morris Plains, New Jersey, for the Instant Alert System, in the amount of \$12,855.00, for the 2019-2020 school year, effective July 1, 2019, through June 30, 2020.

14. The recommendation of the Superintendent to accept a proposal from **COMPUTER SOLUTIONS, INC.**, Branchburg, New Jersey, for a software upgrade to cloud-based software, in the amount of \$4,350.00.

15. 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 \$17,100.00, for the 2019-2020 school year.

16. 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 2019-2020 school year.

17. The recommendation of the Superintendent to approve the **JOINT TRANSPORTATION AGREEMENT** with **CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION** to provide transportation services for the 2019-2020 school year, effective July 1, 2019, through June 30, 2020.

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

18. The recommendation of the Superintendent to approve the **JOINT TRANSPORTATION AGREEMENT** with **MORRIS COUNTY EDUCATIONAL SERVICES COMMISSION** to provide transportation services for the 2019-2020 school year, effective July 1, 2019, through June 30, 2020.
19. The recommendation of the Superintendent to approve the **JOINT TRANSPORTATION AGREEMENT** with **NORTHERN REGION EDUCATIONAL SERVICES COMMISSION** to provide transportation services for the 2019-2020 school year, effective July 1, 2019, through June 30, 2020.
20. The recommendation of the Superintendent to approve the **JOINT TRANSPORTATION AGREEMENT** with **SUSSEX COUNTY REGIONAL COOPERATIVE** to provide transportation services for the 2019-2020 school year, effective July 1, 2019, through June 30, 2020.
21. The recommendation of the Superintendent to approve the **JOINT TRANSPORTATION AGREEMENT** with **WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT** to provide transportation services for the 2019-2020 school year, effective July 1, 2019, through June 30, 2020.
22. The recommendation of the Superintendent to approve the **JOINT TRANSPORTATION AGREEMENT** with **SOMERSET COUNTY EDUCATIONAL SERVICES** to provide transportation services for the 2019-2020 school year, effective July 1, 2019, through June 30, 2020.
23. The recommendation of the Superintendent to approve the **JOINT TRANSPORTATION AGREEMENT** with **HIGH POINT REGIONAL HIGH SCHOOL** to provide transportation services for the 2019-2020 school year, effective July 1, 2019, through June 30, 2020.
24. 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 2019-2020 school year, effective July 1, 2019, through June 30, 2020.
25. 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 2019-2020 school year, effective July 1, 2019, through June 30, 2020.
26. 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 #11), with **ARTHUR JORDAN TRANSPORTATION, INC.**, Butler, New Jersey, for 22 routes: 11 Macopin/Westbrook; 6 Apshawa; 4 Maple Road; and 1 Westbrook for the 2019-2020 school year, effective September 1, 2019, through June 30, 2020, at the C.P.I. increase of 1.45%, for a total per diem cost of \$3,798.30, and an annual total cost of \$683,694.00. (Individual routes and costs are attached to the official minutes of this meeting.)
27. The recommendation of the Superintendent to approve hourly **FIELD TRIP TRANSPORTATION RATES** for the 2019-2020 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).

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

28. 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, 2019, through June 30, 2020, at a per diem cost of \$67.05 for 206 days, for a total cost of \$13,812.30.
29. 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, 2019, through June 30, 2020, at a per diem cost of \$65.21 for 212 days, for a total cost of \$13,824.52.
30. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#67691) to **HORIZON HIGH SCHOOL**, Livingston, New Jersey, effective July 1, 2019, through June 30, 2020, at a per diem cost of \$73.25 for 215 days, for a total cost of \$15,748.75.
31. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#72301) to **UNION STREET SCHOOL OF THE DEAF**, Hackensack, New Jersey, effective July 1, 2019, through June 30, 2020, at a per diem cost of \$77.95 for 202 days, for a total cost of \$15,745.90.
32. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#70220) to **SHEPARD SCHOOL**, Kinnelon, New Jersey, effective July 1, 2019, through June 30, 2020, at a per diem cost of \$26.77 for 217 days, for a total cost of \$5,809.09.
33. The recommendation of the Superintendent to approve a **PARENTAL TRANSPORTATION CONTRACT** to transport one (1) West Milford student (ID#70107) to **NJEDDA**, Clifton, New Jersey, effective July 1, 2019, through June 30, 2020, at a per diem cost of \$59.33 for 208 days, for a total cost of \$12,340.64.
34. The recommendation of the Superintendent to authorize the Business Administrator to enter into an **INTERLOCAL VEHICLE SALE AGREEMENT** with **HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION (HCESC)**, Califon, New Jersey, to prepare bid documents and advertise for the sale of two (2) used 2008 54-passenger school buses (#204/#205), one (1) used 2009 54-passenger school bus (#230), two (2) used 2009 16-passenger school buses (#314/#315), one (1) used 2007 16-passenger school bus (#316), one (1) used 2008 16-passenger school bus (#322), and two (2) used 2010 Dodge Caravans.
35. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (April 2019)**, to renew a contract with **POMPTONIAN FOOD SERVICES** (Food Service Management Company - FSMC), Fairfield, New Jersey, for the 2019-2020 school year.

The SFA shall pay the FSMC, in addition to the costs of operation, an administrative/management fee of \$.1066 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

35. (Continued)

The Meal Equivalent Conversion Factor is the Base Year Contract used to determine the Meal Equivalents served by the FSMC, remains the same for each renewal. This Conversion Factor is **\$1.00**.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by **\$1.00** to arrive at an equivalent meal count.

The per meal administrative/management fee of **\$.1066** will be multiplied by total meals.

The FSMC guarantees a return to the SFA of ninety six thousand two hundred and fifty dollars (\$96,250.00) for school year 2019-2020. The FSMC return to the SFA is unlimited.

36. The recommendation of the Superintendent to approve the following **CAFETERIA KINDERGARTEN/ELEMENTARY SCHOOL STUDENT BREAKFAST/LUNCH PROGRAM** for the 2019-2020 school year: \$1.75 for full breakfast, including milk; \$3.00 for full lunch, including milk; and \$.70 for milk only.
37. The recommendation of the Superintendent to approve the following **CAFETERIA MIDDLE SCHOOL/HIGH SCHOOL STUDENT LUNCH PRICES** for the 2019-2020 school year: \$3.00 for middle school lunch; \$3.00 for high school lunch; \$3.50 for high school student featured favorite lunch; an adult lunch price of \$4.75, and a la carte items. (Cafeteria lunch prices provided electronically.)
38. 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, 2019, through August 31, 2020.
39. The recommendation of the Superintendent to renew an agreement with **ULTRA SAFE SECURITY SYSTEMS, INC.**, Newfoundland, New Jersey, for monthly Burglar and Fire Alarm Monitoring at the rate of \$40.00 per system, \$25.00 for High School elevator phone, \$65.00 for Hillcrest fire alarm and additional repair services to be paid at the rate of \$85.00 per hour effective July 1, 2019, through June 30, 2020.
40. The recommendation of the Superintendent to renew an agreement with **KENCOR, INC.**, West Chester, Pennsylvania, EDS Bid #8411, for elevator services at the rate of \$249.35 per month, with additional emergency services at the rate of \$90.00 per hour, effective July 1, 2019, through June 30, 2020.
41. The recommendation of the Superintendent to approve an agreement with **MATHUSEK, INC.**, Oakland, New Jersey, EDS Bid #8556, for Paradise Knoll School multi-purpose room wood floor and stage, Macopin stage, and the Marshall Hill stage in the amount of \$2,630.00, effective July 1, 2019, through June 30, 2020.

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

42. The recommendation of the Superintendent to renew an agreement with **AUTOMATED LOGIC**, Clifton, New Jersey, for the automation controls for HVAC systems at Maple Road, Westbrook, Marshall Hill and Macopin Schools, in the amount of \$9,717.00, effective July 1, 2019, through June 30, 2020.
43. The recommendation of the Superintendent to renew an agreement with **AGRA ENVIRONMENTAL & LABORATORY SERVICES**, Dover, New Jersey, for the operation of water systems at (7) schools, Transportation Complex, Concession Stand and Field Bathrooms at the rate of \$1,475.00 per month, with additional emergency services at the rate of \$75.00 per hour, effective July 1, 2019, through June 30, 2020.
44. The recommendation of the Superintendent to approve an agreement with **KLEEN AIR SYSTEMS, INC.**, Luzerne, Pennsylvania, for the degreasing of kitchen exhaust systems at all eight schools, in the amount of \$2,700.00.
45. The recommendation of the Superintendent to renew an agreement with **SCHOOLDUDE.COM, INC.**, for online Maintenance Direct Service for custodial and maintenance work order support and tracking, in the amount of \$5,336.65, per MRESC/AEPA 16-A, effective from July 1, 2019, through June 30, 2020.
46. The recommendation of the Superintendent to approve an annual maintenance agreement with **LANDTEK GROUP**, Amityville, New York, for turf field grooming, in the amount of \$4,500.00, effective July 1, 2019, through June 30, 2020.
47. The recommendation of the Superintendent to renew a yearly service maintenance agreement with **KRAFT POWER CORPORATION**, Pompton Plains, New Jersey, for generators at Macopin, High School, Westbrook, Maple Road, UGL, PK and Apshawa, in the amount of \$5,060.00, effective July 1, 2019, through June 30, 2020.
48. The recommendation of the Superintendent to renew an agreement with **ENVIROVISION CONSULTANTS, INC.**, Fairlawn, New Jersey, for yearly AHERA reporting for asbestos monitoring at all eight schools, Transportation and Board Office, in the amount of \$3,130.00, effective July 1, 2019, through June 30, 2020.
49. The recommendation of the Superintendent to renew an Agreement with **ALLIANCE PEST CONTROL, INC.**, Tinton Falls, New Jersey, EDS Bid #8533 for monthly pesticide services and IPM renewal, in the amount of \$5,127.20, effective July 1, 2019, through June 30, 2020.
50. The recommendation of the Superintendent to approve a Preventative Maintenance Agreement with **INDUSTRIAL COMBUSTION ASSOCIATES**, Somerset, New Jersey, for (4) power burner units on boilers at High School, in the amount of \$2,500.00, effective July 1, 2019, through June 30, 2020.
51. The recommendation of the Superintendent to approve a Preventative Maintenance Agreement with **INDUSTRIAL COMBUSTION ASSOCIATES**, Somerset, New Jersey, for (4) Boilers at Macopin School, in the amount of \$5,200.00, effective July 1, 2019, through June 30, 2020.
52. The recommendation of the Superintendent to accept a proposal from **DLB ASSOCIATES**, Eatontown, New Jersey, for a third party review of the Energy Savings Improvement Program (ESIP), in the amount of \$6,900.00. (Documentation provided electronically.)

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

53. The recommendation of the Superintendent to approve a water treatment and service agreement with **WASAK INC.**, Morristown, New Jersey, State Contract #A42247, for (8) closed loop heating systems, in the amount of \$3,940.00, effective July 1, 2019, through June 30, 2020.
54. The recommendation of the Superintendent to approve an agreement with **COMBUSTION SERVICE CORPORATION**, Boonton, New Jersey, for flue gas efficiency tests on 9 boilers at 4 schools, at the rate of \$410.00 per boiler.
55. The recommendation of the Superintendent to approve an agreement with **STRAUSS ESMAY ASSOCIATES, LLP**, Toms River, New Jersey, for Policy Alert and Support Service (PASS) for the 2019-2020 school year, in the amount of \$2,640.00.
56. The recommendation of the Superintendent to renew an agreement with **FRONTLINE TECHNOLOGIES**, Malvern, Pennsylvania, for attendance, substitute management and placement (Aesop) subscription, and applicant tracking, in the amount of \$25,080.22, for the 2019-2020 school year.
57. The recommendation of the Superintendent to renew a contract with **REALTIME INFORMATION TECHNOLOGY**, Toms River, New Jersey, for an Internet based Student Information System, including the Special Education Management/IEP Writer and 504 Student Manager, at an annual cost of \$48,476.80, effective July 1, 2019, through June 30, 2020.
58. The recommendation of the Superintendent to renew a contract with **REALTIME INFORMATION TECHNOLOGY**, Toms River, New Jersey, for Food Service Management/POS Module support services, at an annual cost of \$6,900.00, effective July 1, 2019, through June 30, 2020.
59. The recommendation of the Superintendent to approve the following resolution authorizing the use of competitive contracting for the solicitation of proposals for a solar power purchase agreement in connection with its Phase Energy Savings Improvement Program:

WHEREAS, The Board of Education of The West Milford Township Public Schools in the County of Passaic, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the legal entity and territorial area governed by the Board) has selected Energy Systems Group, Inc. (ESG) to serve as its Energy Services Company (ESCO) to assist with the implementation of Phase I of its Energy Savings Improvement Program, which is expected to include provision for a solar power purchase agreement among its proposed energy conservation measures; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.1 *et seq.* and as prescribed by Local Finance Notice 2009-10, dated June 12, 2009, the Board may use competitive contracting in lieu of public bidding for procurement of a solar power purchase agreement; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.3(a), the Board is required to pass a resolution authorizing the use of competitive contracting; and

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

59. (Continued)

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.3(b), 4.4, 4.5 and 4.6, the competitive contracting process, including the preparation of a request for proposals (the "ESCO RFP"), solicitation of proposals, and award of a contract based upon the methodology set forth in the aforesaid RFP, must be administered by the Board's purchasing agent, legal counsel or business administrator with the assistance of its ESCO;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the West Milford Township Public Schools, in the County of Passaic, New Jersey, as follows:

Section 1. This Board of Education hereby determines to use competitive contracting pursuant to N.J.S.A. 18A:18A-4.1 et seq. and as prescribed by Local Finance Notice 2009-10, dated June 12, 2009, for the selection of a qualified power purchase agreement provider ("PPA Provider") to assist with a proposed solar project to be undertaken in accordance with the School District's Energy Savings Improvement Program and authorizes its ESCO, Energy Systems Group, Inc., to prepare a request for proposals (RFP) for the solicitation of the PPA Provider, to publish such solicitation as required by law and to take other steps necessary to enable the School District to enter into a power purchase agreement with the provider selected in accordance with the RFP. Other appropriate representatives of the School District are authorized to assist in the preparation, publication and review of the RFP and the proposals as permitted and required by law.

Section 2. This resolution shall take effect immediately.

60. The recommendation of the Superintendent to approve the following Resolution authorizing the purchase of electricity supply services for public use on an online auction website:

WHEREAS, West Milford Township Public Schools has determined to move forward with the EMEX Reverse Auction in order procure electricity for West Milford Township Public Schools; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, West Milford Township Public Schools will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.0842/kWh or less for a 12 month term, a price of \$0.0837/kWh or less for an 18 month term, a price of \$0.0851/kWh or less for a 24 month term; West Milford Township Public Schools may award a contract to the winning supplier for the selected term.

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

60. (Continued)

NOW THEREFORE BE IT RESOLVED, that the Business Administrator of the West Milford Township Public Schools be and she hereby is authorized to execute on behalf of the West Milford Township Public Schools any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.0842/kWh or less for a 12 month term, a price of \$0.0837/kWh or less for an 18 month term, a price of \$0.0851/kWh or less for a 24 month term; West Milford Township Public Schools may award a contract to the winning supplier for the selected term.

61. The recommendation of the Superintendent to approve the following Resolution authorizing the purchase of electricity supply services for public use on an online auction website:

WHEREAS, West Milford Township Public Schools has determined to move forward with the EMEX Reverse Auction in order procure electricity for West Milford Township Public Schools; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, West Milford Township Public Schools will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.0915/kWh or less for a 12 month term, a price of \$0.0932/kWh or less for an 18 month term, a price of \$0.0919/kWh or less for a 24 month term; West Milford Township Public Schools may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the Business Administrator of the West Milford Township Public Schools be and she hereby is authorized to execute on behalf of the West Milford Township Public Schools any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.0915/kWh or less for a 12 month term, a price of \$0.0932/kWh or less for an 18 month term, a price of \$0.0919/kWh or less for a 24 month term; West Milford Township Public Schools may award a contract to the winning supplier for the selected term.

62. The recommendation of the Superintendent to approve the **SUBSTITUTE PAY RATES** for the 2019-2020 school year. (Documentation provided electronically.)

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

63. The recommendation of the Superintendent to accept the **DONATION** of operations/maintenance/buildings and grounds supplies for the District, from Lowes Home Improvement, Butler, New Jersey, for the 2018-2019 and 2019-2020 school years.

ROLL CALL FOR ITEMS #1 THROUGH 63:

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

*Mr. Drew voted "No" to item #1, and voted "Yes" to the remainder.

**Mrs. Romeo "Abstained" to item #62, and voted "Yes" to the remainder.

The **MOTION PASSED.**

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda item #64:

64. The recommendation of the Superintendent to approve the **LIST OF BILLS/ VENDORS** for the period ending **May 21, 2019**, in the amount of \$873,795.03. (Documentation provided electronically.)

ROLL CALL FOR ITEM #64:

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

The **MOTION PASSED.**

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda item #65:

65. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **May 21, 2019:**

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 **2018-2019** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$319,068.16.

ROLL CALL FOR ITEM #65:

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

The **MOTION PASSED.**

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda item #66:

- 66. The recommendation of the Superintendent to approve the **PAYROLL** of May 15, 2019, in the amount of \$2,143,135.43. (Documentation provided electronically.)

ROLL CALL FOR ITEM #66:

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

The **MOTION PASSED.**

Motion by Mr. Drew, seconded by Mrs. O'Brien, to approve the following agenda item #67:

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

WHEREAS, the Agenda file of **May 21, 2019** 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:

\$8,061,141.36 as of April 30, 2019; therefore

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

ROLL CALL FOR ITEM #67:

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

The **MOTION PASSED.**

Motion by Mr. Drew, seconded by Mrs. Fritz, to approve the following agenda item #68:

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

XV. OPERATIONS & FINANCE - Mr. Guarino, Chairperson - Continued

68. (Continued)

RESOLVED, that the Board certify as of April 30, 2019, after review of the Secretary's Monthly Report (A-148) and Treasurer's Monthly Report (A-149), and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over-expended in accordance with N.J.A.C. 6A:23A-13.3 and 6A:23A-16.10, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

ROLL CALL FOR ITEM #68:

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

The **MOTION PASSED**.

XVI. COMMITTEE REPORTS/LIAISONS

Parks & Recreation - Mr. Guarino - No report.

Safety - Mrs. Van Dyk discussed the Safety meeting and summer projects.

Superintendent's Roundtable - Mrs. Dwyer/Mrs. Van Dyk - Mrs. Van Dyk attended, and spoke about a presentation done by the Montclair YMCA.

Passaic County School Boards Association - Mrs. Van Dyk spoke about a meeting on May 6th and a presentation done by the Wayne Public Schools regarding their SOAR program, similar to our Highlander Academy program, and gave the information to Dr. McQuaid. She indicated that Mrs. Dwyer also attended.

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

Legislative - Mr. Cytowicz - Mr. Ofshinsky spoke about attending a New Jersey School Boards Association Legislative Day on May 16th in Trenton. He spoke about the legislative panel of assembly people, the Senate, and various education committees. He stated that the topic of school funding came up and how something should be done to be more equitable, and the need for more State money into special education. Mr. Ofshinsky also spoke about a speaker who focused on the upcoming census, and other interesting topics.

Technology Oversight - Mr. Guarino - No report.

Township/Board of Education Joint Committee - Mrs. Dwyer spoke about meeting with the Township Mayor and a representative from the Montclair YMCA, and the expansion of programs to serve the West Milford community. There will be more information provided by the YMCA in September.

CASA - Mrs. Romeo/Mrs. Fritz. Mrs. Romeo spoke about CASA meetings and a planned event - West Milford Proud To Be Stigma Free, a Family Fun Day on June 22nd at the West Milford Recreation Center.

XVII. OLD BUSINESS

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

VOICE VOTE: All in Favor. MOTION PASSED.

XVIII. NEW BUSINESS

Mrs. Fritz congratulated Mr. McClurg and Mr. Canali on their appointments as the new Head and Assistant Head Basketball Coaches for the Winter 2019-2020 Athletic Season. Dr. Anemone also congratulated them in their new positions.

Mr. Drew spoke about several of our District schools showing improvement in ranking on GradeSchools.org, and how it will make a difference in our Township and projections on real estate values. Mr. Drew thanked the Administration for this.

Mrs. O'Brien spoke about Read Across America held in March, and how she enjoyed the experience and learned so much from the teachers and students. She also thanked the staff in the District for their dedication to the students.

Motion by Mr. Ofshinsky, seconded by Mrs. O'Brien, to close New Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XIX. PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS (PLEASE SIGN-IN)

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.

Eileen Basket, Oak Ridge. Mrs. Basket spoke about Timothy McClurg and the Boys Basketball program, and how happy she is that he will be the new Head Coach. She also thanked the Board for their continued support.

Timothy McClurg, West Milford. Mr. McClurg thanked the Board for the opportunity to coach basketball and is very excited to start coaching the program. He is looking forward to working with the team and bringing them to a conference championship, as he participated in and won in his senior year at West Milford High School.

Motion by Mr. Ofshinsky, seconded by Mrs. Fritz, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

Mr. Cytowicz arrived at 8:54 p.m.

XX. EXECUTIVE SESSION

At 8:55 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 meeting at 9:28 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mrs. Romeo	Present	Mrs. Dwyer	Present	Mr. Ofshinsky	Present
Mr. Cytowicz	Present	Mrs. Fritz	Present	Mrs. O'Brien	Present
Mr. Drew	Present	Mr. Guarino	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 #11:

- 11. 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 21, 2019**; therefore,

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

<u>Incident Report Number</u>	<u>Board Determination</u>
2019/E-9	Unsubstantiated
2019/E-10	Substantiated

ROLL CALL FOR ITEM #11:

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

*Mr. Drew voted "No" to Incident Report Number 2019/E-9, and voted "Yes" to the remainder.

The **MOTION PASSED.**

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Nicole Fritz, Chairperson

Motion by Mrs. Fritz, seconded by Mrs. O'Brien, to approve the following agenda item #13:

13. The recommendation of the Superintendent to approve the following **UNAFFILIATED PERSONNEL CONTRACTS** for the 2019-2020 school year, effective July 1, 2019, through June 30, 2020:

<u>Employee</u>	<u>Assignment</u>	<u>Salary</u>
MEGAN ALBANESE Account: 11-402-100-104-10-10-000	Athletic Trainer	\$58,500.00
MEAGHAN BRACCHITTA* Account: 11-000-219-104-10-10-142	Board Certified Behavioral Analyst	\$69,188.00
BRUCE CASBARRO* Account: 11-000-262-110-10-10-000	Door Attendant	\$11.70/Hour
JANET CONLON Accounts: 11-000-230-105-10-10-110; 11-000-270-160-10-10-000 NOTE: Includes Confidential Stipend of \$1,000.00	Confidential Administrative Assistant to Business Administrator/Board Secretary	\$79,669.00
DEBRA COSTELLO Account: 11-000-230-105-10-10-110 NOTE: Includes Confidential Stipend of \$1,000.00	Confidential Administrative Assistant to Superintendent	\$92,720.00
BARBARA FRANCISCO Accounts: 11-000-230-104-10-10-110, 11-000-251-104-10-10-000	Business Administrator/ Board Secretary	\$177,307.00
WALTER FRANKE Account: 11-000-270-160-10-10-000	Fuel Technician	\$15,730.00
DARNISS FUCCI Account: 11-000-270-160-10-10-000	Dispatcher	\$42,840.00
JONATHAN HAMILTON Account: 11-000-252-110-10-10-000	Mobile Device Manager & Technician	\$45,973.00
JOHN HUMMER Account: 11-000-252-110-10-10-000	Network Systems Engineer	\$119,475.00
CHRISTOPHER KELLY Account: 11-000-262-110-10-10-000	Supervisor of Buildings & Grounds	\$96,900.00
LAURIE KLIMEK** Account: 11-000-270-160-10-10-000	Dispatcher	\$42,815.00
PATRICK MAHON* Account: 11-130-100-101-10-10-000	In-School Suspension	\$21,000.00

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Fritz, Chairperson - Continued

13. (Continued)

<u>Employee</u>	<u>Assignment</u>	<u>Salary</u>
DR. ELIZABETH McQUAID Account: 11-000-219-104-10-10-142 NOTE: Includes Doctoral Stipend of \$2,100.00	Director of Special Services	\$144,941.00
DANIEL NOVAK Account: 11-000-230-104-10-10-110	Director of Education	\$147,564.00
WILLIAM NOWICKY Account: 11-000-252-110-10-10-000	Network Support Technician	\$48,128.00
WILLIAM SCHOLTS Account: 11-000-251-105-10-10-000	Assistant Business Administrator/ Assistant Board Secretary	\$92,250.00
DAVID STORER Account: 11-000-252-110-10-10-000	Senior Network Technician	\$78,655.00
KAREN WILM Account: 11-000-270-160-10-10-000	Supervisor of Transportation	\$71,400.00
ROBERT WINSTON Account: 11-000-252-110-10-10-000	Supervisor of Technology	\$117,300.00

*Ten (10) Month Positions
**210 days

ROLL CALL FOR ITEM #13:

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

The **MOTION PASSED.**

XXI. ADJOURNMENT

Motion by Mr. Drew, seconded by Mrs. Dwyer, to adjourn the meeting at 9:30 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary