

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
46 Highlander Drive
West Milford, NJ 07480
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www.wmtps.org

BOARD OF EDUCATION
AGENDA
WORKSHOP/REGULAR MEETING
DECEMBER 17, 2019

DISTRICT GOALS - 2019-2020 SCHOOL YEAR

- *Increase academic performance, challenge, and rigor for all learners through targeted intervention, carefully selected learning goals and course placements, enhanced collaborative teaching dynamics, and a differentiated classroom experience.*
- *Increase student mathematics achievement at every level through enhanced teacher pedagogy, thoughtful implementation of 21st-century learning tools, specific data analysis, and a careful program review and replacement strategy.*
- *Continue to improve and increase student writing across the curriculum through elevated expectations, teacher and administrative training, and student supports.*
- *Explore all opportunities for District-wide cost efficiencies in order to maximize funding for District programs.*

Agenda for the Workshop/Regular Meeting of December 17, 2019, which will be held at 7:30 p.m. in the Westbrook School All-Purpose Room. (The Board reserves the right to act on any and all agenda items.) NOTE: Additions and amendments are identified by parenthesis "(" on the agenda.

PLEASE SILENCE OR TURN OFF YOUR CELL PHONES
AND NOTE THE LOCATIONS OF THE EMERGENCY EXITS.

I. CALL TO ORDER

II. INVOCATION

III. FLAG SALUTE

IV. 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.

Agenda for the Workshop/Regular Meeting of December 17, 2019

V. ROLL CALL BY MS. BARBARA FRANCISCO, BOARD SECRETARY:

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

ADMINISTRATION	POSITION	ATTENDANCE
Dr. Alex Anemone	Superintendent of Schools	
Ms. Barbara Francisco	Board Secretary/Business Administrator	
Mr. Daniel Novak	Director of Education	
Dr. Elizabeth McQuaid	Director of Special Services	
Andrew Brown, Esq.	Board of Education Attorney	
Brian Renna	Student Representative	

Approximate number of the public in attendance: _____

VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

- 2019 On-Site Decision Day
- Macopin Grade Configuration Report
- Student Representative - Brian Renna

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

Motion by _____, seconded by _____, to approve the following Board of Education meeting minutes:

- November 19, 2019 Workshop/Regular Meeting
- November 19, 2019 Executive Session

VOICE VOTE:

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

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

This portion of the meeting is open to members of the public for the purpose of addressing resolutions on this agenda only. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. Each speaker will be given five (5) minutes, 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 this public comment period are asked to address topics listed in the agenda. All speakers are asked to sign the register provided and to give their full name, spell their last name, group affiliation, if appropriate, and provide their address. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate.

The Board asks that members of the public be courteous and respectful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged, and the Board and the Administration will not respond to them. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board is not responsible and is not liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments. Members of the public are reminded that they are legally responsible and liable for their comments.

Dr. Joan Oberer
Dr. Gregory Matlosz

Motion by _____ , seconded by _____ , to close Public Comment.

VOICE VOTE:

X. MOTION BY _____ , SECONDED BY _____ , TO ADOPT THE AGENDA, AS PRESENTED.

VOICE VOTE:

XI. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by _____ , seconded by _____ , to approve the following agenda items:

1. The recommendation of the Superintendent to approve a **SUMMER READING AND LITERACY PROGRAM**, to be held at Westbrook School from July 6, 2020, through July 30, 2020.
2. The recommendation of the Superintendent to approve **BUS TRANSPORTATION** for the **SUMMER READING AND LITERACY PROGRAM**, effective July 6, 2020, through July 30, 2020, at the field trip rate of \$38.00 per hour, not to exceed \$12,000.00. Account: 20-231-200-590-10-50-00X - ESEA Title I Grant.
3. The recommendation of the Superintendent to approve the following **CHANGE TO THE HIGH SCHOOL PROGRAM** for the 2020-2021 school year:

XI. EDUCATION - Mrs. Dwyer, Chairperson - Continued

3. (Continued)

SUBJECT/COURSE TYPE OF CHANGE

English/Language Arts

Journalism and Modern Media 4 New Adoption
(5 credits)

4. The recommendation of the Superintendent to approve the following field trip destinations to be added to the list of Board approved **FIELD TRIP LOCATIONS** for the High School Transitioning Programs for the 2019-2020 school year:

- Universal Technical Institute, Bloomfield, New Jersey
- Highland Yoga, Kinnelon, New Jersey
- Oak Ridge Martial Arts, Oak Ridge, New Jersey
- Department of Persons with Disabilities, Oak Ridge, New Jersey
- BYO Laundry, Butler, New Jersey
- Artistic Academy, Pompton Lakes, New Jersey
- Goodwill, Pompton Plains, New Jersey
- JoAnn's Fabric, Riverdale, New Jersey
- Walmart, Riverdale, New Jersey

5. The recommendation of the Superintendent to submit **AMENDMENT #2** for the **ELEMENTARY and SECONDARY EDUCATION ACT (ESEA)** Consolidated Formula Subgrant Application **FY 2020**.

6. The recommendation of the Superintendent to approve the following **McKINNEY VENTO SPECIAL EDUCATION LOCAL EDUCATION AGENCY TUITION CONTRACTS** for the 2019-2020 school year (tuition prorated):

<u>Number of Students</u>	<u>Tuition</u>	<u>Placement</u>
1 Student #: 69425	\$4,443.93	Morris School District Morristown, New Jersey
1 Student #: 70560	\$17,163.00	Sussex-Wantage Regional Board of Education Sussex, New Jersey

7. 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:

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

XI. EDUCATION - Mrs. Dwyer, Chairperson - Continued

**ACTION ON THE FOLLOWING ITEM
TO TAKE PLACE AFTER EXECUTIVE SESSION**

Motion by _____ , seconded by _____ , to approve the following agenda item:

8. 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 **December 17, 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>
2020/H-6	Substantiated
2020/E-4	Substantiated
2020/H-7	Unsubstantiated

ROLL CALL:

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

XII. 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.

Motion by _____ , seconded by _____ , to approve the following agenda items:

1. The recommendation of the Superintendent to accept the resignation of **TERRI ROCCO**, Data Systems Associate, Board Office, effective February 4, 2020.
2. The recommendation of the Superintendent to approve the appointment of **NADINE SHADRUFF**, Replacement Grade 1 Teacher, Apshawa School (PC#99.01.00.BKG), at the per diem rate of \$150.00, with health benefits, effective January 2, 2020, through June 3, 2020, then at the salary of \$54,700.00 (BA/1)(prorated), effective June 4, 2020, through June 30, 2020, per Board of Education Agreement. (Replaces Seltenrich) Account: 11-120-100-101-10-103

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

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

3. The recommendation of the Superintendent to approve the appointment of **DANIELLE MAURER**, Replacement Grade 2 Teacher, Westbrook School (PC#99.07.00.BLH), at the per diem rate of \$150.00, with health benefits, effective January 21, 2020, through May 15, 2020, per Board of Education Agreement. (Replaces Baumgartner) Account: 11-120-100-101-10-10-103

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

4. The recommendation of the Superintendent to approve the appointment of **LAUREN MORAN**, Replacement Kindergarten Teacher, Upper Greenwood Lake School (PC#99.06.00.CEL), at the per diem rate of \$150.00, with health benefits, effective January 2, 2020, through February 28, 2020, per Board of Education Agreement. (Replaces Thompson) Account: 11-110-100-101-10-10-103

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

5. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (November 2019)**, for the appointment of **JOSEPH SZYMANSKY**, School Bus/Van Driver, Transportation (PC#25.18.T1.BEE), 4.5 hours/day, at the annual salary of **\$16,008.84**, without health benefits, retroactive from November 20, 2019, through June 30, 2020, per Board of Education/WMBDA Agreement. (Replaces Sisco) Account: 11-000-270-161-10-10-000

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

6. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/COACHES/NURSES/SPECIAL PROJECTS** for the 2019-2020 school year, effective December 18, 2019, through June 30, 2020:

NADINE SHADRUFF (Teacher)
DEBORAH LaFIURA (Teacher)
LAUREN CHIMILESKI (Teacher)

7. 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/SACC AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS & VEHICLE AIDES** for the 2019-2020 school year, effective December 18, 2019, through June 30, 2020:

KIMBERLY JONES (Special Class Aide)
MARISSA NITTO (Building Aide)
DEBORAH LaFIURA (Special Class, Building & SACC Aides, Secretary)

8. The recommendation of the Superintendent to approve a leave of absence for **STEPHEN BEATTIE**, Industrial Arts Teacher (Carpentry), High School, with pay using sick days effective December 19, 2019, through February 28, 2020. (Medical)

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

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

9. The recommendation of the Superintendent to approve the appointment of **MELODY GIRARDIN**, Replacement Industrial Arts Teacher, High School (PC# 99.09.00.CFA), at the per diem rate of \$150.00, with health benefits, effective January 2, 2020, through February 28, 2020, per Board of Education Agreement. (Replaces Beattie) Account: 11-140-100-101-10-10-103

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

10. The recommendation of the Superintendent to approve a leave of absence for **JEANINE STARK**, Nurse, Macopin School, with pay using sick days retroactive from December 16, 2019, through March 31, 2020. (Medical)

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 **PETER SHAVER**, Art/Photo Teacher, High School, with pay using sick days effective January 2, 2020, through March 31, 2020. (Medical)

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

12. The recommendation of the Superintendent to approve a leave of absence for **PATRICIA ANDERSON**, Bus Driver, Transportation, without pay retroactive from December 9, 2019, through January 30, 2020. (Medical)

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

13. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (August 2019)**, for a leave of absence for **KELLY ROWLAND**, Kindergarten Teacher, Marshall Hill School, with pay using sick days retroactive from October 7, 2019, through **January 7, 2020**, then without pay under the Family Medical Leave Act effective **January 8, 2020, through March 27, 2020**, then on an unpaid leave effective **March 30, 2020, through May 25, 2020**. (Maternity/Child Rearing)

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

14. The recommendation of the Superintendent to approve an **EXTENSION** to the appointment of **JOELLE SARNELLA**, Replacement Kindergarten Teacher, Marshall Hill School (PC#99.04.00.CER), at the annual salary of \$54,700.00 (BA/1)(prorated), effective March 16, 2020, through May 25, 2020, with health benefits, per Board of Education Agreement. (Replaces Rowland) Account: 11-110-100-101-10-10-103

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

15. The recommendation of the Superintendent to approve a leave of absence for **LORI DAY**, Cafeteria Aide, Paradise Knoll School, with pay using sick days effective December 19, 2019, through January 23, 2020, then without pay under the Family Medical Leave Act effective January 24, 2020, through February 7, 2020. (Medical)

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

15. (Continued)

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

16. The recommendation of the Superintendent to approve a leave of absence for **LORI DAY**, Head SACC Facilitator, Paradise Knoll School, with pay using sick days effective December 19, 2019, through February 7, 2020. (Medical)

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

17. The recommendation of the Superintendent to approve a leave of absence for **JUDITH SCULLY**, Bus Driver, Transportation, with pay using sick days effective January 7, 2020, through January 17, 2020, then without pay under the Family Medical Leave Act effective January 20, 2020, through April 7, 2020. (Medical)

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

18. The recommendation of the Superintendent to approve **JOSEPH JORDAN**, Photographer, for the Board of Education, at the hourly rate of \$34.00, not to exceed two (2) hours, for the 2019-2020 school year. Account: 11-401-100-110-10-10-000

19. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (June 2019)**, for the following **AFTER SCHOOL STUDENT ACTIVITY CLUB and ADVISORS**, at the hourly rate of \$34.00, for the 2019-2020 school year, per Board of Education/WMEA Agreement:

<u>Advisor</u>	<u>Club</u>	<u>School</u>	<u>Hours</u>	<u>Payment</u>
JOYCE TROAST	Fall Intramurals (Session 2)	Paradise Knoll	6	\$204.00
LORRAINE POAT	Fall Intramurals (Session 2)	Paradise Knoll	6	\$204.00

NOTE: Replaces Cullen and Seibert. The above club funded through the PTA.

20. The recommendation of the Superintendent to approve the following **STAFF** for **MACOPIN SCHOOL TITLE I STUDENT ASSISTANCE MEETINGS**, for the 2019-2020 school year, at the hourly rate of \$34.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-103 - ESEA Title I Grant:

<u>Advisor</u>	<u>Hours</u>	<u>Payment</u>
KIRA LAYTON	69.5	\$2,363.00
JAKE MATHEWS	69.5	\$2,363.00
AMY DICKERSON	69.5	\$2,363.00
JOANN VENTOLO	69.5	\$2,363.00
MARY BOZENMAYER	12.0	\$ 408.00
ABIGAIL ALEXANDER	12.0	\$ 408.00
JOSEPH ANDRIULLI	12.0	\$ 408.00
GREGORY ZACKAROFF	12.0	\$ 408.00
JOSEPH SMOLINSKI	12.0	\$ 408.00
JENNIFER FEAR	12.0	\$ 408.00

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

20. (Continued)

<u>Advisor</u>	<u>Hours</u>	<u>Payment</u>
ROBERT CALLAMARI	12.0	\$ 408.00
LESLIE FINKE	12.0	\$ 408.00
MICHELLE PALUZZI	12.0	\$ 408.00
KERI ACCAVALLO	12.0	\$ 408.00
COLLEEN OROHO CZULADA	12.0	\$ 408.00
JENNIFER SISCO-SMITH	12.0	\$ 408.00
ARTHUR JOECKS	12.0	\$ 408.00
DEBRA MASIELLO	12.0	\$ 408.00
KRISTA PROVOST	12.0	\$ 408.00
LAURIE SESAK	12.0	\$ 408.00
ALISON KUEHN	12.0	\$ 408.00
JENNIFER KUPCHO	12.0	\$ 408.00
LISA LYONS	12.0	\$ 408.00
DAWN MAGIE	12.0	\$ 408.00
CANDICE OLTMANN	12.0	\$ 408.00
KRISTA TRIPODI	12.0	\$ 408.00
KIMBERLY ZACKAROFF	12.0	\$ 408.00
JACQUELINE SEGAL	12.0	\$ 408.00
GINGER TURI	12.0	\$ 408.00
KENNETH RYERSON	12.0	\$ 408.00
NINA RZONCA	12.0	\$ 408.00

NOTE: Funded through ESEA Title I Grant.

21. The recommendation of the Superintendent to approve the following **HIGH SCHOOL INDOOR PERCUSSION TECHNICIANS and STIPENDS**, for the 2019-2020 school year - Account: 11-190-100-320-09-66-962:

<u>Employee</u>	<u>Position</u>	<u>Stipend</u>
RICHARD D'ANDREA	Snare/Tenor	\$1,500.00
JULIE KEEFE	Bass	\$1,500.00
LINDSEY WALSH	Marching	\$1,500.00

22. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENTS, DISTRICT ARTS FESTIVAL**, for the 2019-2020 school year - Account: 11-401-100-110-10-10-000:

<u>Staff Member</u>	<u>Assignment</u>	<u>Stipend</u>
<u>High School</u>		
STEPHEN BEATTIE	Art/Industrial Art Teacher	\$136.00
JOHN CAILLIE	Art/Industrial Art Teacher	\$136.00
CATHLEEN COSGROVE	Art/Industrial Art Teacher	\$136.00
ALLAN EFRUS	Art/Industrial Art Teacher	\$136.00
CYNTHIA GALLAUGHER	Art/Industrial Art Teacher	\$136.00
EDWARD MARZALIK	Art/Industrial Art Teacher	\$136.00
JOSEPH JORDAN	Art/Industrial Art Teacher	\$136.00
JENNIFER MONEGO	Art/Ind. Art Teacher/Program	\$204.00
PETER SHAVER	Art/Industrial Art Teacher	\$136.00
LEONARD VAN WINGERDEN	Art/Industrial Art Teacher	\$136.00
ROBERT WIEDMANN	Art/Ind. Art Teacher/Program	\$204.00

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

22. (Continued)

<u>Staff Member</u>	<u>Assignment</u>	<u>Stipend</u>
<u>Grades K-6</u>		
CHELSEA PIRES	Art Teacher	\$170.00
COLLEEN MINICK	Art Teacher	\$170.00
LORRAINE POAT	Art Teacher	\$170.00
JESSICA ZIEGENBALG	Art Teacher	\$170.00
KRISTEN CALLAHAN	Music Teacher/Adv. Band Mgr.	\$476.00
CHRISTINE PATERNO	Music Teacher/Band & Choral	\$680.00
JONATHAN RUSSO	Music Teacher/HS Accompanist	\$544.00
COURTNEY MATTIE	Music Teacher/Accompanist	\$680.00
DARLA VAN SICKLE	Music Teacher/Chorus Manager	\$476.00
<u>Grades 7-12</u>		
MATTHEW GRAMATA	Music Teacher	\$408.00
DOUGLAS HEYBURN	Music Teacher	\$408.00
SUSAN KACZOR	Music Teacher	\$408.00
BRIAN McLAUGHLIN	Music Teacher	\$408.00
ERICA McPARTLAND	Music Teacher	\$408.00
MATTHEW PACCIONE	Music Teacher	\$408.00

23. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENT and STIPEND** for the **SPRING 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>
SAMANTHA FODOR	Asst. Spring Track	A	\$5,030.00

24. The recommendation of the Superintendent to approve the following **AFTER SCHOOL STUDENT HIGH SCHOOL ACTIVITY CLUB and ADVISOR**, for the 2019-2020 school year:

<u>Advisor</u>	<u>Club</u>
LEEANN GENNETT	Vegetarian/Vegan

NOTE: Advisor will be a volunteer at no cost to the District.

25. The recommendation of the Superintendent to approve **SHERRY SCHWARTZ** to **INTERN** with Bill Kane, Principal, Maple Road School, effective January 21, 2020, through May 13, 2020, at no cost to the District.

26. The recommendation of the Superintendent to approve the following **COLLEGE STUDENT** for the purpose of practicum internship for the 2019-2020 school year, at no cost to the District:

<u>Student</u>	<u>College</u>	<u>Course</u>	<u>Timeframe</u>
NICHOLAS KING	William Paterson	PE/Health 9-12	January 27, 2020 - May 4, 2020

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

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

<u>Name</u>	<u>School</u>	<u>Assignment</u>
HEATHER TRUJILLO	High School	Music Program

NOTE: The District will reimburse for the clearance process.

ROLL CALL:

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

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

Motion by _____, seconded by _____, to approve the following agenda items:

1. The recommendation of the Superintendent to accept the independent **COMPREHENSIVE ANNUAL FINANCIAL REPORT** for the period ending June 30, 2019, prepared by the firm of Ferraioli, Wielkocz, Cerullo & Cuva, P.C., in accordance with N.J.S.A. 18A:23-1 through 11.
2. The recommendation of the Superintendent to accept the **AUDITORS MANAGEMENT REPORT** for the period ending June 30, 2019, and approve the following **CORRECTIVE ACTION PLAN** prepared by the Business Administrator, in response to the 2018-2019 Comprehensive Annual Financial Report:

CORRECTIVE ACTION PLAN

Financial Planning, Accounting & Reporting

Finding 2019-01: Our audit of the District's Extraordinary Aid revealed that in one instance the amount claimed for a 1:1 aide was not in agreement with the underlying cost support.

Corrective Action: The District will add additional checks and balances prior to the submission of the Extraordinary Aid application to ensure accuracy between the application and District workpapers.

Method of Implementation: Both the Director of Special Services and Assistant Business Administrator will review the application prior to submission to verify that amounts claimed on the application are supported by the District's workpapers.

Person Responsible for Implementation: Director of Special Services, Assistant Business Administrator and Business Administrator

Completion Date: 12/17/2019

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

3. The recommendation of the Superintendent to approve the following Resolution of the West Milford Township Public Schools, **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 \$0.0851/kWh or less for a 12 month term, a price of \$0.0859/kWh or less for an 18 month term, a price of \$0.0849/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 \$0.0851/kWh or less for a 12 month term, a price of \$0.0855/kWh or less for an 18 month term, a price of \$0.0849/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.

4. The recommendation of the Superintendent to approve the following Resolution approving **PLANCONNECT, LLC**, as Third Party Administrator:

RESOLVED, that the West Milford Township Public Schools hereby approves PlanConnect, LLC, Syracuse, New York, as the Third Party Administrator for its Sections 403(b) and 457(b) of the Internal Revenue Code of 1986, as amended, Plans pursuant to the Hold Harmless and Third Party Administrative Agreement between West Milford Township Public Schools and PlanConnect, LLC, attached hereto and made a part hereof. (Documentation provided electronically.)

5. The recommendation of the Superintendent to approve the **HEALTH AND SAFETY EVALUATION OF SCHOOL BUILDINGS CHECKLIST and STATEMENT OF ASSURANCE**, for the 2019-2020 school year.

6. The recommendation of the Superintendent to approve a contract with **NEW JERSEY SCHOOL BOARDS ASSOCIATION** for **STRATEGIC PLANNING SERVICES, 3D MODEL PROGRAM**, in the amount of \$4,000.00.

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

- 7. The recommendation of the Superintendent to approve the **REVISED SUBSTITUTE PAY RATES** for the 2019-2020 school year. (Documentation provided electronically.)
- 8. The recommendation of the Superintendent to approve payments to the following employees for participation in the **HEALTH BENEFITS INCENTIVE PROGRAM** - Account: 11-000-291-270-10-13-000:

<u>Employee</u>	<u>December 2019</u>	<u>June 2020</u>
DEBRA MASIELLO	\$0.00	\$1,000.00
ALISON SCULLY	\$1,000.00	\$1,000.00

ROLL CALL:

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

Motion by _____ , seconded by _____ , to approve the following agenda item:

- 9. The recommendation of the Superintendent to approve the **LIST OF BILLS/ VENDORS** for the period ending **December 17, 2019**, in the amount of \$2,476,957.95. (Documentation provided electronically.)

ROLL CALL:

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

Motion by _____ , seconded by _____ , to approve the following agenda item:

- 10. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **December 17, 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 **2019-2020** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$475.00.

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

10. (Continued)

ROLL CALL:

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

Motion by _____ , seconded by _____ , to approve the following agenda item:

11. The recommendation of the Superintendent to approve the **PAYROLL** of November 29, 2019 and December 13, 2019, in the amount of \$4,280,722.69. (Documentation provided electronically.)

ROLL CALL:

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

XIV. POLICY - Mrs. Debbie O'Brien, Chairperson

Motion by _____ , seconded by _____ , to approve the following agenda items:

1. The recommendation of the Superintendent to approve the second reading of a **revised REGULATION** entitled "Field Trips." (Code 2340) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the second reading of a **revised POLICY** entitled "Media Relations." (Code 9400) (Documentation provided electronically.)

ROLL CALL:

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

XV. COMMITTEE REPORTS/LIAISONS

Parks & Recreation - Mr. Guarino

Safety - Mrs. Van Dyk

Superintendent's Roundtable - Mrs. Dwyer/Mrs. Van Dyk

Passaic County School Boards Association - Mrs. Van Dyk

New Jersey School Boards Association - Mrs. Van Dyk/Mrs. Dwyer

Legislative - Mr. Cytowicz

Technology Oversight - Mr. Guarino

Township/Board of Education Joint Committee - Mrs. Dwyer

CASA - Mrs. Romeo/Mrs. Fritz

XVI. OLD BUSINESS

Motion by _____ , seconded by _____ , to close Old Business.

VOICE VOTE:

XVII. NEW BUSINESS

Motion by _____ , seconded by _____ , to approve the following resolution:

WHEREAS, Mr. William Cytowicz has served as a prominent member of the West Milford Township Board of Education from January 2017 until December 2019; and

WHEREAS, Mr. Cytowicz has diligently served on the Budget and Finance, Personnel, and Policy Committees, and was a liaison for the New Jersey School Boards Association, Parks and Recreation, Township/Board of Education, Technology Oversight, and Legislative Committees; and

WHEREAS, Mr. Cytowicz held uppermost the welfare of our students in his decisions and served with great skill and dedication; and

WHEREAS, his service on the Board has brought him the respect of his colleagues on the Board, the administrative staff, and the teaching and support staff;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education, on behalf of the grateful community, publicly acknowledges and expresses its sincerest appreciation to Mr. Cytowicz for his outstanding contributions to the West Milford Township Public School District; and

BE IT FURTHER RESOLVED, that this Resolution be spread upon the minutes of the Workshop/Regular Meeting of the Board of Education of December 17, 2019, and presented to Mr. William Cytowicz.

VOICE VOTE:

XVII. NEW BUSINESS - Continued

Motion by _____ , seconded by _____ , to approve the following resolution:

WHEREAS, Mr. Steven Drew has served as a prominent member of the West Milford Township Board of Education from January 2015 until December 2019; and

WHEREAS, Mr. Drew has diligently served on and chaired the Budget and Finance Committee, served on the Education and Negotiations Committees, and was a liaison for the Legislative and Technology Oversight Committees; and

WHEREAS, Mr. Drew held uppermost the welfare of our students in his decisions and served with great skill and dedication; and

WHEREAS, his service on the Board has brought him the respect of his colleagues on the Board, the administrative staff, and the teaching and support staff;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education, on behalf of the grateful community, publicly acknowledges and expresses its sincerest appreciation to Mr. Drew for his outstanding contributions to the West Milford Township Public School District; and

BE IT FURTHER RESOLVED, that this Resolution be spread upon the minutes of the Workshop/Regular Meeting of the Board of Education of December 17, 2019, and presented to Mr. Steven Drew.

VOICE VOTE:

Motion by _____ , seconded by _____ , to approve the following resolution:

WHEREAS, Mrs. Debbie O'Brien has served as a prominent member of the West Milford Township Board of Education from January 2014 until December 2019; and

WHEREAS, Mrs. O'Brien has diligently served on and chaired the Personnel and Policy Committees, served on the Negotiations, Budget and Finance, and Education Committees, and was a liaison for the West Milford Education Foundation, Safety, and Passaic County School Boards Association Committees; and

WHEREAS, Mrs. O'Brien held uppermost the welfare of our students in her decisions and served with great skill and dedication; and

WHEREAS, her service on the Board has brought her the respect of her colleagues on the Board, the administrative staff, and the teaching and support staff;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education, on behalf of the grateful community, publicly acknowledges and expresses its sincerest appreciation to Mrs. O'Brien for her outstanding contributions to the West Milford Township Public School District; and

BE IT FURTHER RESOLVED, that this Resolution be spread upon the minutes of the Workshop/Regular Meeting of the Board of Education of December 17, 2019, and presented to Mrs. Debbie O'Brien.

VOICE VOTE:

XVII. NEW BUSINESS - Continued

Motion by _____ , seconded by _____ , to close New Business.

VOICE VOTE:

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

This portion of the meeting is open to members of the public having a legitimate interest in the actions of the Board for the purpose of addressing any subject matter pertinent to and/or directly related to the operation of the West Milford Public School District. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. Each speaker will be given five (5) minutes, 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 sign the register provided and give their full name, spell their last name, group affiliation, if appropriate, and provide their address. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate.

The Board asks that members of the public be courteous and respectful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged, and the Board and the Administration will not respond to them. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board is not responsible and is not liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments. Members of the public are reminded that they are legally responsible and liable for their comments.

Motion by _____ , seconded by _____ , to close Public Comment.

VOICE VOTE:

XIX. EXECUTIVE SESSION

At _____ p.m., _____ made a motion, seconded by _____ , 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:

XIX. EXECUTIVE SESSION - Continued

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

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

XX. ADJOURNMENT

Motion by _____ , seconded by _____ , to adjourn the meeting at _____ .

VOICE VOTE: