

**WEST MILFORD TOWNSHIP BOARD OF EDUCATION**

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**BOARD OF EDUCATION  
MINUTES  
BUDGET/ETHICS/REGULAR MEETING  
January 25, 2022**

Mrs. Teresa Dwyer, Board Vice President, called to order the Budget/Ethics/Regular Meeting of the Board of Education at 7:00 p.m., in the Westbrook School Media Center. She asked for a moment of silence for our children and their parents, and our military and police officers. She led the flag salute, read the Open Public Meetings Act Statement, and reminded everyone in attendance to silence or turn off their cell phones and note the locations 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 Suburban Trends, the Record, the Messenger, West Milford Town Hall, the County Superintendent's Office, the Board Attorney, Cablevision of Warwick and West Milford TV77; 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:**

<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>
Mrs. Romeo	Present	Mrs. Dwyer	Present	Mrs. Lockwood	Present
Mrs. Stephenson	Present	Mr. Guarino	Absent/Arr. 7:23 p.m.	Mr. Stillman	Absent
Mr. Conklin	Present	Mrs. O'Brien	Absent	Mrs. Van Dyk	Absent

<b>ADMINISTRATION</b>	<b>POSITION</b>	<b>ATTENDANCE</b>
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
Andrew Brown, Esq.	Board of Education Attorney	Present
Abigail Weiss	Student Representative	Present

There was approximately 1 member of the public in attendance.

**VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone**

- Dr. Anemone received correspondence from the National Schools of Character that Upper Greenwood Lake and Maple Road Schools will remain "Schools of Character". Both schools were previously named "Schools of Character" for a term of three (3) years. That term ended on June 30, 2021, and after reapplying, they were both named "Schools of Character". The other schools in our District are on a different three (3) year cycle. Dr. Anemone congratulated Dr. Matlosz, Principal of Upper Greenwood Lake School, and Mr. Kane, Principal of Maple Road School, along with the staff and students in those schools.

Mrs. Dwyer thanked Mr. Novak for encouraging our schools to participate in the National Schools of Character program.

- Dr. Anemone provided the Board and the community with a COVID Update. He spoke about the first two weeks of the school year. He compared January 5<sup>th</sup> to January 19<sup>th</sup> and stated that our student absences went down over 60% and our staff absences went down over 45%. On Friday, January 6<sup>th</sup>, we reported 231 cases over a period of ten (10) days. On Friday, January 21<sup>st</sup>, we reported 21 cases, which indicates a 90% drop in a short time. It seems the Omicron variant spike went straight up and then came straight down. He looks forward to getting through this pandemic and continuing with our return to normalcy.
- Abigail Weiss, Student Representative, spoke about recent and upcoming events at the High School. She stated that the Junior Prom is set for March 25<sup>th</sup> at Casa Bianca, and that plans for the Senior Prom are being worked on. The Spring Musical will be held on March 10<sup>th</sup> through March 13<sup>th</sup>, and the students are very excited to see this performance. She also provided a report on Winter sports at the High School, including Boys Varsity Basketball, Girls Varsity Basketball, the Unified Basketball Team, the Ice Hockey team, the Girls and Boys Bowling Teams, as well as the Unified Bowling Team and Wrestling. The Girls Sabre Team won the Gold and will be going to States as a team, and she highlighted their individual accomplishments. Also discussed was the Boys Fencing Team and the upcoming County and State Tournaments, as well as the Cheerleading and Dance Teams. The Student Council is working on two big projects - the Senior Choice Awards, and a Volleyball Tournament on March 8<sup>th</sup> to raise money for a Town Special Olympics team.

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

- Mr. Novak gave the Board an update on the Dual Enrollment initiative. At the last meeting, they were working on a number of courses. The courses that are moving forward will be included in our program of studies for next year's Dual Enrollment. Those courses are World Cuisine, Digital Art, Automotive Shop, Philosophy, and Computer Programming. In addition to those new Dual Enrollment offerings, there will be an opportunity for our Computer Aided Drafting (CAD) and our Automotive students to take a certification test at the end of the course that will provide them with a micro-credential they can take with them to their next level of education. He explained that an Auto Shop student can take the micro-credential to apply at a dealership. This certificate will show they have achieved a certain level of performance. Mr. Novak is proud of the progress of Dual Enrollment, and he will provide more information as it becomes available.

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

Mrs. Dwyer asked Mr. Novak which colleges would be providing the certifications. Mr. Novak responded to her inquiry and stated that World Cuisine and Automotive Shop will be through Passaic County Community College. He also stated that Digital Art, Philosophy, and Computer Programming can go through William Paterson University or Ramapo College. He explained that the District is continuing to establish relationships with additional colleges.

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

Motion by Mrs. Romeo, seconded by Mrs. Stephenson, to approve the following Board of Education meeting minutes:

- December 14, 2021 Workshop/Regular Meeting
- December 14, 2021 Executive Session

VOICE VOTE:

All in Favor.

MOTION PASSED.

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

No report.

X. 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.

Motion by Mrs. Stephenson, seconded by Mr. Conklin, to close Public Comment.

VOICE VOTE:

All in Favor.

MOTION PASSED.

**XI. ETHICS PRESENTATION**

Kathy Helewa, New Jersey School Boards Association, thanked Mrs. Dwyer and the Board for inviting her to provide this very important annual presentation. She presented on Ethics for School Officials 2022.

She reviewed the School Ethics Act, N.J.S.A. 18A 12-23.1 (effective April 1992), to hold the respect and confidence of the public. She also reviewed NJQSAC - Governance Indicator, and how the School Ethics Act established the School Ethics Commission itself. Also discussed were Conflicts of Interest, Mandatory Training requirements for Board members, the Code of Ethics, and Personal/Relative and Financial Disclosure Statements.

She explained that Mandated Training is provided by NJSBA: Governance I - New Board Member - Year 1 of first term; Governance II & III - Years 2 & 3 of first term; and Governance IV - within year after each re-election. She spoke about the School Ethics Commission (SEC) and what the Commission is, with members appointed by the Governor for a three (3) year term. She also explained School Ethics Commission (SEC) jurisdiction, including advisory opinions and ethics complaints, and spoke about penalties recommended by the SEC for violation of the School Ethics Act. She presented on cases considered by the SEC in 2021, and on the only public advisory opinion in 2020 (Advisory Opinion A13-20).

Ms. Helewa then discussed the Code of Ethics for School Board members, N.J.S.A. 18A:12-24.1, N.J.A.C. 6A:28-6.4(a)(1), and their standards. She also spoke about 2021 SEC/Commissioner Decisions, and their violations and penalties. She presented on Social Media and the SEC recommended disclaimer for a Board member to make as a private citizen. She then presented on Conflicts of Interest (N.J.S.A. 18A: 12-24), how each are looked at on a case-by-case basis, who qualifies as a relative, hiring/personnel, and collective bargaining. She also spoke about volunteerism, stating that members are not banned from volunteering in their district's schools, but there are important considerations to make. She then spoke about Interview Committees and concluded with points to consider.

Ms. Helewa thanked Mrs. Dwyer and the Board for allowing her to provide them with this important information.

**XII. MOTION BY MRS. ROMEO, SECONDED BY MR. GUARINO, TO ADOPT THE AGENDA AS PRESENTED, INCLUDING HAND CARRY.**

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

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

Motion by Mrs. Romeo, seconded by Mr. Conklin, to approve the following agenda items #1 through #5:

1. The recommendation of the Superintendent to approve the **FIVE-YEAR STRATEGIC PLAN GOALS:**

Goal #1: Global Learning - Academics

Goal Statement: To encourage a continuing differential approach in all academic areas.

XIII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

1. (Continued)

- Continued commitment to sustained meaningful professional development.
- To support individual needs of all students.
- To enhance peer-to-peer relationships to encourage self-confidence, thirst for knowledge and self-worth.
- To increase the use of data to assess performance of students in order to address strengths and deficiencies.

Goal #2: Pride

Goal Statement: Increase a sense of unity across all schools in the District.

- To develop consistent branding across all schools (mascot, colors, etc.)
- Upgrade technology to create greater awareness of township events (sports, shows, band, etc.) (Apps, Web, social media).
- Empower individuals to impact their community through Volunteerism/Mentorships.
- Increase student interaction with alum to facilitate transition from school to community/workforce.

Goal #3: Facilities

Goal Statement: To maintain and update district facilities, fostering a safe and secure learning environment in and out of the classroom.

- Provide multi-level/use turf field for school and community use.
- Upgrade and maintain district technology opportunities.
- Provide modern, safe, secure and aesthetically pleasing facilities.
- Continue investigating modernization of buildings for future.

Goal #4: Well-being

Goal Statement: To create a positive, inclusive and connected school environment that promotes lifelong health and well-being.

- Increase opportunities for extra-curricular activities K-12 that address student needs and interests.
- Foster individuality to create a culture of acceptance in all schools.
- Promote mental and physical wellness for students and staff.
- Strengthen peer-to-peer relationships, and the school-home connection in order to build a more supportive school environment.

2. 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 2021-2022 school year:

- Therapy Travelers

(3.) The recommendation of the Superintendent to approve the following **HIGH SCHOOL OVERNIGHT FIELD TRIP** for the 2021-2022 school year:

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

(3.) (Continued)

**DECA**

Purpose of Trip: This a State level competition for DECA.

Location: Atlantic City, New Jersey  
 Dates of Trip: February 28 - March 2, 2022  
 Number of Students: 18  
 Cost of Trip to Students: \$380.00  
 Name of Advisor: Samantha McClurg  
 Number of School Days Missed: 3 days  
 Number of Chaperones: 3  
 Cost to District: \$191.25 Bus transportation

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

4. The recommendation of the Superintendent to approve the following field trip destination to be added to the list of Board approved **FIELD TRIP LOCATIONS** for the 2021-2022 school year:
  - American Dream Mall, East Rutherford, New Jersey
5. 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 #5:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer	Yes	Mrs. Lockwood	Yes	Mrs. Romeo	Yes
Mr. Guarino	Yes	Mrs. O'Brien	Absent	Mr. Conklin	Yes
Mrs. Stephenson	Yes	Mr. Stillman	Absent	Mrs. Van Dyk	Absent

The **MOTION PASSED.**

**XIV. PERSONNEL/STUDENT AFFAIRS - Mr. Raymond Guarino, 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 Mr. Guarino, seconded by Mrs. Lockwood, to **TABLE** item #15 to be voted on after Executive Session.

**ROLL CALL:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Guarino	Yes	Mrs. Lockwood	Yes	Mr. Conklin	Yes
Mrs. O'Brien	Absent	Mrs. Romeo	Yes	Mr. Stillman	Absent
Mrs. Stephenson	Yes	Mrs. Dwyer	Yes	Mrs. Van Dyk	Absent

The **MOTION PASSED.**

XIV. PERSONNEL/STUDENT AFFAIRS - Mr. Guarino, Chairperson - Continued

Motion by Mr. Guarino, seconded by Mr. Conklin, to approve the following agenda items #1 through #14 and items #16 through #17:

**DISCUSSION:** Mrs. Dwyer inquired about item #13. She reviewed the information and stated her concerns. She asked about projects that are planned and how they will affect the community.

Mrs. Stephenson also spoke about item #13, and the positive feedback from the community that seems very excited about it. She thanked the administration for starting this club.

Mr. Guarino questioned if it should be an academic class rather than a club.

Mrs. Romeo stated her understanding is that this was a club requested by students, and she has never seen a club have an academic curriculum.

Dr. Anemone explained this is an after school club that meets once a week for the Spring semester. It does not have a curriculum, but issues are discussed that are current events or issues of interest to the group. He stated there is no credit that is awarded.

- (1.) The recommendation of the Superintendent to accept the resignation of **TRACEY DeKNIGHT**, Vehicle Aide, Transportation, retroactive from January 15, 2022.
2. The recommendation of the Superintendent to approve the appointment of **JOSEFINA RIOS**, Spanish Teacher, Macopin/High School (PC#90.08.45.AUK; 90.09.46.AOM), at the annual salary of \$57,100.00 (BA/3) (prorated), with health benefits, effective January 26, 2022, through June 30, 2022, per Board of Education/WMEA Agreement. (Replaces Brown) Account: 11-140-100-101-10-10-000  
  
NOTE: Pending completion of fifty (50) hours of pre-professional experience (CE EPP).
- (3.) The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (December 2021)**, to a leave of absence for **DAWN NOWACKI**, Special Class Aide, Macopin School, with pay using sick days, retroactive from November 29, 2021, through **January 18, 2022** (one-half day), then without pay, **retroactive from January 18, 2022** (one-half day), through January 21, 2022. (Medical)
4. The recommendation of the Superintendent to approve the appointment of **DANIEL NOVAK**, Director of Education, Districtwide, as the **BRIDGE YEAR LIAISON**, for the 2022-2023 school year, at no cost to the District.
5. The recommendation of the Superintendent to approve the appointment of **RONALD ROWE**, Lead Teacher, **SUMMER READING and LITERACY PROGRAM**, to coordinate program development, implementation and reporting, at a total cost not to exceed \$10,797.00, per Board of Education/WMEA Agreement - Account: 20-487-100-101-10-50-103 - ARP ESSER III Grant

- NOTE: Funded through ARP ESSER III Grant.
- (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 2021-2022 school year, effective January 26, 2022, through June 30, 2022:

XIV. PERSONNEL/STUDENT AFFAIRS - Mr. Guarino, Chairperson - Continued

(6.) (Continued)

**EVAN MAYERHAUSER** (Teacher)  
**MICHAEL GIANNATTASIO** (Teacher)  
**RALPH GREEN** (Teacher)  
**SUSAN PIRRELLO** (Nurse)  
**SHEENA MASTERS** (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 2021-2022 school year, effective January 26, 2022, through June 30, 2022:

**BRIANNA BABCOCK** (Cafeteria Aide)  
**MICHAEL GIANNATTASIO** (Building Aide, Cafeteria Aide)  
**TRACEY DeKNIGHT** (Vehicle Aide)

(8.) The recommendation of the Superintendent to approve the following **NURSES** for student #70723, for **AFTER SCHOOL STUDENT ACTIVITIES** for the 2021-2022 school year, not to exceed 150 hours, per Board of Education/WMEA Agreement - Account: 11-000-213-104-10-10-645:

<u>Nurses</u>	<u>Hourly Rate</u>
<b>BARBARA CORBETT</b>	\$49.93
<b>JOYCE RILEY</b>	\$77.57
<b>PAMELA TAVARONE-BIESIADA</b>	\$43.21

NOTE: A 1:1 nurse is required as per student's IEP. Nurses will be assigned based on availability.

9. The recommendation of the Superintendent to approve the following **APSHAWA SCHOOL STUDENT ACTIVITY CLUB, ADVISOR and HOURS** for the 2021-2022 school year, at the hourly rate of \$36.00, per Board of Education/WMEA Agreement:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
<b>SARAH WARREN</b>	STEM	10	\$360.00

NOTE: Funded by the PTA.

(10.) The recommendation of the Superintendent to approve the following **UPPER GREENWOOD LAKE SCHOOL STUDENT ACTIVITY CLUBS, ADVISORS, AND HOURS** for the 2021-2022 school year, at the hourly rate of \$36.00, per Board of Education/WMEA Agreement - Accounts: 20-231-100-101-10-50-XXX - ESEA Title I Grant; \*20-490-100-101-10-50-103 - ARP ESSER III Grant:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
<b>TINA PASQUINO</b>	Tiny Tutoring	10	\$360.00
<b>SAMANTHA PATIRO</b>	Tiny Tutoring	10	\$360.00
<b>HOLLIE MILLER</b>	Math Matters Tutoring	12	\$432.00
<b>DANIEL POLLARD</b>	Math Matters Tutoring	12	\$432.00
<b>KRISTA YUHAS</b>	Math Matters Tutoring	12	\$432.00



XIV. PERSONNEL/STUDENT AFFAIRS - Mr. Guarino, Chairperson - Continued

(10.) (Continued)

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
PAUL CHIESA*	Kickstart for SEL	9	\$324.00
DANIEL BROPHY*	Kickstart for SEL	9	\$324.00

NOTE: Funded through the ESEA Title I Grant and ARP ESSER III Grant.

(11.) The recommendation of the Superintendent to approve the following **MARSHALL HILL SCHOOL STUDENT ACTIVITY CLUBS, ADVISORS, AND HOURS** for the 2021-2022 school year, at the hourly rate of \$36.00, per Board of Education/ WMEA Agreement - Accounts: 20-231-100-101-10-50-XXX - ESEA Title I Grant; \*20-490-100-101-10-50-103 - ARP ESSER III Grant:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
ERIN BRANAGAN	Eagle Scholars	20	\$720.00
MAUREEN KELLY	Eagle Scholars	20	\$720.00
ALICE SUSKA	Eagle Scholars	20	\$720.00
DANIEL POLLARD*	Kickstart for SEL	12	\$432.00

NOTE: Funded through the ESEA Title I Grant and ARP ESSER III Grant.

(12.) The recommendation of the Superintendent to approve the following **MACOPIN SCHOOL STUDENT ACTIVITY CLUBS, ADVISORS, AND HOURS** for the 2021-2022 school year, at the hourly rate of \$36.00, per Board of Education/WMEA Agreement - Accounts: 20-231-100-101-10-50-XXX - ESEA Title I Grant; \*20-490-100-101-10-50-103 - ARP ESSER III Grant:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
MONICA BOHORQUEZ-ZEMSER	AIM	20	\$ 720.00
DEBRA MASIELLO	AIM	20	\$ 720.00
MERJEME DUFFY	AIM	20	\$ 720.00
NANCY KENNY	AIM	20	\$ 720.00
JENNIFER FEAR	AIM	20	\$ 720.00
APRIL STEARNS	AIM	20	\$ 720.00
KRISTA TRIPODI	AIM	20	\$ 720.00
LAURIE SESAK	Start Strong (Algebra)	30	\$1,080.00
CHRISTIAN CONWAY	Start Strong (Algebra)	30	\$1,080.00
JAKE MATHEWS	Start Strong (Algebra)	30	\$1,080.00
JOSEPH JORDAN*	TV Science	30	\$1,080.00
TRACEY CHIMILESKI*	TV Science	20	\$ 720.00

NOTE: Funded through the ESEA Title I Grant and ARP ESSER III Grant.

13. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY CLUB and ADVISOR** for the 2021-2022 school year, at no cost to the District:

<u>Advisor</u>	<u>Position</u>
CHERYL BOTSOLAS	Women's Studies

NOTE: Position will be as a volunteer.

**XIV. PERSONNEL/STUDENT AFFAIRS - Mr. Guarino, Chairperson - Continued**

14. The recommendation of the Superintendent to approve the following **COLLEGE STUDENT** for the purpose of field experience, for the 2021-2022 school year, at no cost to the District:

<u>Student</u>	<u>College</u>	<u>Course</u>	<u>Timeframe</u>
CATHERINE PINTO*	Ramapo College	Social Work	400 Hours

\*Pending fingerprint clearance.

**ITEM #15 WAS TABLED TO BE VOTED ON AFTER EXECUTIVE SESSION**

- (16.) The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY CLUB, ADVISOR, AND HOURS** for the 2021-2022 school year, at the hourly rate of \$36.00, per Board of Education/WMEA Agreement - Account: 20-490-100-101-10-50-103 - ARP ESSER III Grant:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
MELISSA WELCH	Start Strong (Algebra/Geometry)	30	\$1,080.00

NOTE: Funded through the ARP ESSER III Grant.

- (17.) The recommendation of the Superintendent to approve **MIGUEL DIAZ** as a Substitute Courier (PT) Districtwide, for the 2021-2022 school year, effective February 1, 2022, through June 30, 2022.

**ROLL CALL FOR ITEMS #1 THROUGH #14 AND ITEMS #16 THROUGH #17:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Guarino	Yes	Mrs. Lockwood	Yes	Mrs. Dwyer	Yes
Mrs. O'Brien	Absent	Mrs. Romeo	Yes	Mr. Stillman	Absent
Mrs. Stephenson	Yes	Mr. Conklin	Yes	Mrs. Van Dyk	Absent

The **MOTION PASSED.**

**XV. OPERATIONS & FINANCE, Mr. Jaycen Stillman - Chairperson**

Motion by Mr. Conklin, seconded by Mrs. Romeo, to approve the following agenda item #1:

1. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Board Office Staff, at the mileage rate established by the Board. (Documentation provided electronically.)

**ROLL CALL FOR ITEM #1:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Stillman	Absent	Mrs. O'Brien	Absent	Mrs. Romeo	Yes
Mrs. Stephenson	Yes	Mrs. Lockwood	Yes	Mr. Conklin	Yes
Mr. Guarino	Yes	Mrs. Dwyer	Yes	Mrs. Van Dyk	Absent

The **MOTION PASSED.**

**XV. OPERATIONS & FINANCE - Mr. Stillman, Chairperson - Continued**

Motion by Mr. Conklin, seconded by Mrs. Lockwood, to approve the following agenda item #2:

2. The recommendation of the Superintendent to approve the **PAYROLL** of December 15, 2021, December 31, 2021, and January 14, 2022, in the amount of \$6,146,961.26. (Documentation provided electronically.)

**ROLL CALL FOR ITEM #2:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Stillman	Absent	Mrs. Dwyer	Yes	Mr. Conklin	Yes
Mrs. Stephenson	Yes	Mrs. Lockwood	Yes	Mrs. Romeo	Abstain
Mr. Guarino	Abstain	Mrs. O'Brien	Absent	Mrs. Van Dyk	Absent

The **MOTION PASSED.**

Motion by Mr. Conklin, seconded by Mrs. Romeo, to approve the following agenda items #3 through #8:

3. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending **January 25, 2022**, in the amount of \$2,877,389.20. (Documentation provided electronically.)
4. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **January 25, 2022**:

**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 **2021-2022** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$394,875.91.

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

**WHEREAS**, the Agenda file of **January 25, 2022** 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:

\$13,248,489.66 as of November 30, 2021; therefore

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

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

**XV. OPERATIONS & FINANCE - Mr. Stillman, Chairperson - Continued**

6. (Continued)

**RESOLVED**, that the Board certify as of November 30, 2021, after review of the Secretary's Monthly (A-148) Report and Treasurer's Monthly Report (A-149), and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over-expended in accordance with N.J.A.C. 6A:23A-13.3 and 6A:23A-16.10, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

**WHEREAS**, the Agenda file of **January 25, 2022** 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:

\$13,634,432.82 as of December 31, 2021; therefore

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

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

**RESOLVED**, that the Board certify as of December 31, 2021, after review of the Secretary's Monthly (A-148) Report and Treasurer's Monthly Report (A-149), and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over-expended in accordance with N.J.A.C. 6A:23A-13.3 and 6A:23A-16.10, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**ROLL CALL FOR ITEMS #3 THROUGH #8:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Stillman	Absent	Mrs. O'Brien	Absent	Mrs. Romeo	Yes
Mr. Guarino	Yes	Mrs. Lockwood	Yes	Mr. Conklin	Yes
Mrs. Stephenson	Yes	Mrs. Dwyer	Yes	Mrs. Van Dyk	Absent

The **MOTION PASSED**.

**XVI. POLICY - Mrs. Courtney Stephenson, Chairperson**

Motion by Mrs. Stephenson, seconded by Mrs. Romeo, to approve the following agenda items #1 through #5:

1. The recommendation of the Superintendent to approve the second reading of a **new POLICY** entitled, "School Employee Vaccination Requirements." (Code 1648.13) (Documentation provided electronically.)

**XVI. POLICY - Mrs. Stephenson, Chairperson - Continued**

2. The recommendation of the Superintendent to approve the second reading of a **new POLICY** entitled, "Safety Plan For Healthcare Settings in School Buildings - COVID-19." (Code 1648.14) (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the second reading of a **new POLICY** entitled, "Emergency Virtual or Remote Instruction Program." (Code 2425) (Documentation provided electronically.)
4. The recommendation of the Superintendent to approve the second reading of a **revised POLICY** entitled, "Sexual Harassment of Students." (Code 5751) (Documentation provided electronically.)
5. The recommendation of the Superintendent to approve the second reading of a **revised REGULATION** entitled, "Sexual Harassment of Students." (Code 5751) (Documentation provided electronically.)

**ROLL CALL FOR ITEMS #1 THROUGH #5:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Stephenson	Yes	Mrs. Lockwood	Yes	Mr. Guarino	Yes
Mrs. O'Brien	Absent	Mr. Stillman	Absent	Mrs. Dwyer	Yes
Mrs. Romeo	Yes	Mr. Conklin	Yes	Mrs. Van Dyk	Absent

The **MOTION PASSED.**

**XVII. COMMITTEE REPORTS/LIAISONS**

Parks & Recreation - Mr. Conklin spoke about registrations now being open for Indoor Soccer. Games will be played on Sundays starting on February 20<sup>th</sup> at the West Milford Recreation Center. They are looking for volunteers to help assist in starting up an Indoor Floor Hockey program for kids. If anyone is interested, please contact the Recreation Center.

Safety - Mrs. Van Dyk - No report.

Superintendent's Roundtable - Mrs. Lockwood/Mrs. Van Dyk - Mrs. Lockwood spoke about the December 16<sup>th</sup> meeting. There was a question about the mask mandate that was set to expire and has since been extended. There was a question as to when the Chromebook User Agreement was to be put in place, and that will be in September 2022, the start of the new school year. There was a question about Highlander Academy and if they have a full-time Nurse and Administrator. The response was they currently have a part-time Nurse that is shared with Marshall Hill and Upper Greenwood Lake Schools, and the Administrator is also the Supervisor of Special Services. A question arose if there are cameras at Highlander Academy. The response was it is a rental space from Our Lady Queen of Peace Church, and there are cameras downstairs in the Pre-School area and in the stairwells. There was some follow-up on Transportation and substitutes, and an inquiry on how the Open House went. The update was that hopefully two (2) additional bus drivers will be approved. Post-pandemic policies were also discussed. Updates were given about assemblies and PTO events, and Dr. Anemone and Mr. Novak were going to talk to administrators in the buildings to make sure these are moving forward. The Upper Greenwood Lake School Nurse was discussed, with no update at that time. Also, the Hillcrest building did not have an update. The next meeting is on Thursday, January 27<sup>th</sup>.

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

Passaic County School Boards Association - Mrs. Dwyer/Mrs. Van Dyk - No report.

New Jersey School Boards Association - Mrs. Dwyer/Mrs. Van Dyk - Mrs. Dwyer spoke about the School Ethics presentation given this evening.

Legislative - Mrs. Romeo - No report.

Technology Oversight - Mr. Guarino spoke about the overhaul of the website. There has been discussion with staff, and the next step is for Dr. Anemone, Mr. Novak, and Mr. Winston to meet with parents that are part of the Committee to get a handle on what is needed within the next couple of weeks. He also stated we have a good idea of who we will use as our provider.

Township/Board of Education Joint Committee - Mrs. Dwyer/Mrs. Van Dyk/ Mr. Guarino - Mrs. Dwyer stated there will be a meeting on Friday, January 28<sup>th</sup> with Township representatives, and it will be a Google meet.

West Milford Municipal Alliance - Mrs. Stephenson/Mrs. Romeo - Mrs. Stephenson spoke about the meeting. The WMMA's full focus is on prevention and education for substance abuse, and their presenter was from the Recovery Centers of America. They had some insight into COVID and how they are seeing a lot more alcoholism come about. They will be preparing flyers and pamphlets to hand out at some of their upcoming events, to really focus on prevention and education on substance abuse. They also spoke a lot about the Township's decision on Marijuana laws that they have just instituted. The WMMA is waiting to hear more and are focusing on educating our youth in not abusing.

**XVIII. OLD BUSINESS**

Mr. Guarino spoke about Kilgallen Field, and asked for an update on what may be worked on next year and the budget. He also spoke about other projects that have already been completed. Ms. Francisco responded to his inquiry and provided additional information. She stated that Mr. Kelly will provide her with more information to be discussed during the Operations & Finance Committee meeting in February. Board members and administration had further discussion, and work on this field will be done over the summer.

Motion by Mrs. Dwyer, seconded by Mrs. Lockwood, to close Old Business.

**VOICE VOTE:**

**All in Favor.**

**MOTION PASSED.**

**XIX. NEW BUSINESS**

Mrs. Dwyer spoke about a parking lot at Highlander Academy that was not plowed on a day there was a delayed opening. Dr. Anemone responded to her inquiry.

Mr. Guarino spoke about the recent wrestling tournament at the High School, and how great it was to be able to showcase our Gymnasium and the student wrestlers from the entire County. Dr. Anemone provided the Board with more information on wrestling tournaments hosted by West Milford.

**XIX. NEW BUSINESS - Continued**

Mrs. Romeo inquired if the Board has ever discussed implementing a two (2) hour delayed opening, rather than a 90 minute delayed opening in the past. Mrs. Dwyer stated that many years ago, there was a discussion on this. Dr. Anemone explained that with a two (2) hour delay, we would not meet the four (4) hour per day minimum requirement for instructional time. Mrs. Dwyer inquired if the number of instructional hours is negotiated. Dr. Anemone responded to her inquiry.

Motion by Mrs. Romeo, seconded by Mr. Guarino, to close New Business.

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

**XX. 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 Mr. Guarino, seconded by Mrs. Lockwood, to close Public Comment.

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

**XXI. EXECUTIVE SESSION**

At 8:21 p.m., Mr. Conklin made a motion, seconded by Mr. Guarino, to go into Executive Session for the purpose of discussing personnel appointments, resignations, current litigation matters, negotiations, grievances, and matters of attorney/client privilege.

**XXI. EXECUTIVE SESSION - Continued**

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 9:48 p.m.

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

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mrs. Romeo	Present	Mrs. Dwyer	Present	Mrs. Lockwood	Present
Mrs. Stephenson	Present	Mrs. O'Brien	Absent	Mr. Conklin	Present
Mr. Stillman	Absent	Mr. Guarino	Present	Mrs. Van Dyk	Absent

**XIV. PERSONNEL/STUDENT AFFAIRS - Mr. Raymond Guarino, 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 Mr. Guarino, seconded by Mrs. Lockwood, to approve the following agenda item #15:

- (15.) The recommendation of the Superintendent to approve the following **CONTACT TRACERS**, Districtwide, at various hourly rates, for the 2021-2022 school year, per Board of Education/WMEA Agreement - Account: 11-000-213-104-10-10-645

<u>Employees</u>	<u>Hourly Rate</u>
<b>BARBARA CORBETT</b>	\$49.93
<b>ILONA DeSANTIS</b>	\$51.71
<b>MARYELISE NORRELL</b>	\$60.50
<b>JOANNA REILLY</b>	\$42.14
<b>JOYCE RILEY</b>	\$77.57
<b>PAMELA TAVARONE-BIESIADA</b>	\$43.21

NOTE: Prior approval by the Director of Special Services or Superintendent required.

**ROLL CALL:**

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Guarino	Abstain	Mrs. Lockwood	Yes	Mrs. Dwyer	No
Mrs. O'Brien	Absent	Mrs. Romeo	Yes	Mr. Stillman	Absent
Mrs. Stephenson	Yes	Mr. Conklin	Yes	Mrs. Van Dyk	Absent

The **MOTION FAILED. (4-YES; 1-NO; 1-ABSTAIN)**



XXII. ADJOURNMENT

Motion by Mr. Guarino, seconded by Mr. Conklin, to adjourn the meeting at 9:49 p.m.

VOICE VOTE:

All in Favor.

MOTION PASSED.

Respectfully submitted,

Barbara Francisco  
Board Secretary