

WEST MILFORD TOWNSHIP BOARD OF EDUCATION
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BOARD OF EDUCATION
MINUTES
WORKSHOP/REGULAR MEETING
NOVEMBER 19, 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.*

Mrs. Lynda Van Dyk, Board President, called to order the Workshop/Regular Meeting of the Board of Education at 7:31 p.m., in the Westbrook School Media Center. Mrs. Van Dyk asked for a moment of silence and to remember George O'Connor, a custodian at Westbrook School who passed away this week, and his family. She also 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 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	Mr. Guarino	Present	Mrs. O'Brien	Present
Mr. Drew	Absent	Mrs. Fritz	Present	Mrs. Van Dyk	Present

Minutes for the Workshop/Regular Meeting of November 19, 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
Andrew Brown, Esq.	Board of Education Attorney	Present
Brian Renna	Student Representative	Present

There were approximately 15 members of the public in attendance.

VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

Dr. Anemone provided an update on the Macopin Grade Configuration Study. He spoke about the subcommittees have been meeting since September. Dr. Anemone will have a presentation for the Board and the community which will provide information gathered by the committees and his recommendation. The presentation will take place in December or January, prior to the Board vote on his recommendation.

Dr. Anemone spoke about monthly progress towards District goals. He explained that two weeks ago, the State released and embargoed the ESSA accountability profiles for the schools and for the District. The State releases the accountability profiles once a year to Districts. He will report this information to the Board and the community publicly once the State provides us with a date the embargo is lifted. He did indicate that there is marked growth and marked improvement at all eight (8) schools, and the District as a whole.

Dr. Anemone provided a hand-out to Board members and acknowledged High School student Steven Chimileski and Mr. Beattie's Wood Shop class, making furniture (i.e. installing tables, shelving) for the renovated High School greenhouse. He stated the greenhouse is being used to test for the effects of different conditions on sea germination. He explained there is a similar program for the renovated Macopin School Greenhouse, however the woodwork is not finished as of yet. Dr. Anemone thanked the Board for their support of these projects.

Student Representative, Brian Renna, gave a report on events that took place at the High School. He announced that through the Spooktacular event on October 26th, the High School and Macopin Student Councils were able to raise \$4,000 for various animal rescue and shelter organizations and the Apshawa Fire Department. On behalf of the student council, Brian thanked the organizations for their contributions to West Milford. He spoke about the planning of food donations to a local food bank, and a Day of Giving in December to collect gifts for those in need. He also spoke about various District events that took place in November: Macopin 7th Grade Fairview trip, Career Day at the High School and upcoming Career Day at Macopin, Elementary VoteEd events at the schools, and the Tattoo event at the High School and Veteran's Day assemblies. He also spoke about Parent Visitation Day at the elementary schools, the High School Science Honor Society Induction, and Learning Unlimited Project Night.

VI. SUPERINTENDENT'S REPORT - Dr. Anemone - Continued

Brian also spoke about upcoming events, including the High School Volleyball Tournament, Parent/Teacher Conferences, On-Site College Decision day, the beginning of Highlander Winter sports, and upcoming Winter choir and band concerts for Macopin and the High School.

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

Mr. Novak spoke about Parent/Teacher Conferences and Parent Visitation Day. He indicated that the "fingertip report" through our data analysis system Link It will be available for parents to review on parent/teacher conference days. A Honeywell message will be sent to parents prior to parent/teacher conferences regarding a sample digital copy of the fingertip report, so parents and families can see what the report looks like and a description of what it is. He also indicated that along with report cards, Star Math reports will be available in Grades 2-8 at parent/teacher conferences.

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

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

- October 29, 2019 Workshop/Regular Meeting
- October 29, 2019 Executive Session

VOICE VOTE:

All in Favor.

MOTION PASSED.

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

Mrs. Van Dyk welcomed Kathy Helewa, from New Jersey School Boards Association, to discuss and review Strategic Planning.

Kathy Helewa provided an overview of what strategic planning is and she explained how strategic planning bridges the gap between long-term vision and day-to-day actions. She defined the process of the initial visit, roles, pre-process planning and training, strategic planning committees, and provided strategic plan programs and a calendar. She also reviewed the last district plan and highlighted areas to be addressed, goals and objectives, and compared it to a road map for the next three to five years. She also indicated the cost is \$4,000.00.

Board members asked questions, and information was provided. Mrs. Van Dyk thanked Kathy Helewa for her presentation to the Board.

Mrs. Dwyer spoke about attending the Tattoo event at the High School, and thanked Dr. McLaughlin, Mr. Gramata, and the Music Department staff for an incredible event.

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 Mr. Ofshinsky, seconded by Mr. Guarino, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

XI. MOTION BY MRS. ROMEO, SECONDED BY MRS. O'BRIEN, TO ADOPT THE AGENDA, AS PRESENTED AND AMENDED, WITH HAND CARRYS.

VOICE VOTE: All in Favor. MOTION PASSED.

XII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mr. Ofshinsky, to approve the following agenda items #1 through #4:

DISCUSSION: Mr. Guarino inquired about item #3, and the change to a per diem rate. Dr. McQuaid stated it was changed due to the student's start date. Dr. Anemone explained it is a receivable tuition to Highlander Academy, which is great for the program and the District. Mr. Guarino thanked Dr. McQuaid and Dr. Anemone for the clarification.

1. The recommendation of the Superintendent to approve the adoption of the **DISTRICT NURSING SERVICES PLAN** for the West Milford School District, for the 2019-2020 school year. (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the following **HIGH SCHOOL OVERNIGHT FIELD TRIPS** for the 2019-2020 school year:

XII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

2. (Continued)

SKI TEAM

Purpose of trip: The purpose of this trip is to give the athletes an opportunity to get on-snow training before the start of our racing season.

Location:	Killington, Vermont
Dates of Trip:	December 12-15, 2019
Number of Students:	8-10
Cost of Trip to Students:	\$550.00
Name of Advisor:	Ian White
Number of School Days Missed:	1
Number of Chaperones:	2
Cost to District:	\$0

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

CHEER

Purpose of trip: National cheerleading competition at the Reach the Beach National Cheerleading Championship.

Location:	Ocean City, Maryland
Dates of Trip:	February 20-24, 2020
Number of Students:	18
Cost of Trip to Students:	\$875.00
Name of Advisor:	Krista Tripodi
Number of School Days Missed:	2
Number of Chaperones:	2
Cost to District:	\$0

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

(3.) The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION TUITION RECEIVABLE CONTRACT** for the 2019-2020 school year (tuition prorated):

<u>District Placement</u>	<u>Tuition</u>	<u>Sending District</u>
BD/Highlander Academy	Per diem rate of \$157.15	Lakeland Regional High School Wanaque, New Jersey
Student #: 72874		

4. 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.)

XII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

ROLL CALL FOR ITEMS #1 THROUGH #4:

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

The MOTION PASSED.

XIII. 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 Mrs. Fritz, seconded by Mr. Ofshinsky, to approve the following agenda items #1 through #18, and items #20 and #21 (**ITEM #19 WAS PULLED AND REMOVED FROM THE AGENDA**):

1. The recommendation of the Superintendent to accept the resignation of **ANN CAMPBELL**, Bus Driver, Transportation, effective November 27, 2019.
2. The recommendation of the Superintendent to approve the appointment of **AMANDA MENIER**, 0.5 Building Aide, Westbrook School (PC#66.07.S3.AZJ), at the annual salary of \$12,724.00 (Step 1)(prorated), without health benefits, effective November 20, 2019, through June 30, 2020, per Board of Education/WMESA Agreement. (Replaces Dinan) Account: 11-000-240-105-10-10-080
3. The recommendation of the Superintendent to approve the appointment of **CATHY BEEVERS**, 0.5 Building Aide, High School (PC#65.09.S2.BRZ), at the annual salary of \$13,327.00 (Step 3)(prorated), without health benefits, effective December 2, 2019, through June 30, 2020, per Board of Education/WMESA Agreement. (Replaces Del Colliano) Account: 11-000-240-105-10-10-080
- (4.) The recommendation of the Superintendent to approve the appointment of **DEBRA MASIELLO**, Replacement English Teacher, Macopin School (PC#99.08.00.CBX), at the per diem rate of \$150.00, effective November 20, 2019, through April 21, 2020, then at the annual salary of \$54,700.00 (BA/1) (prorated) effective April 22, 2020, through May 1, 2020, with health benefits, per Board of Education Agreement. (Replaces Infante) Account: 11-130-100-101-10-10-103

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 the appointment of **JOSEPH SZYMANSKY**, School Bus/Van Driver, Transportation (PC#25.18.T1.BEE), 4.5 hours/day, at the annual salary of \$18,479.34 (prorated), without health benefits, effective 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.

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

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 November 20, 2019, through June 30, 2020:

ALEXA HAMPEL (Teacher)
CHRISTINE LUCAS (Nurse)
DEBRA MASIELLO (Teacher)
KERRY METZGER (Teacher)
NATASHA WINFREY (Teacher)
PATRICK HUGHES (Teacher)
RACHAEL BAKUNAS (Teacher)
TIMOTHY MICKENS (Teacher)
TORI CAROLAN (Teacher)
KRISTY SMOLINSKI (Special Projects)
ALEXIS RIZZO (Special Projects)

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 November 20, 2019, through June 30, 2020:

CATHY BEEVERS (Building, Cafeteria, Special Class & SAAC Aides/ Secretary)
ALEXA HAMPEL (Building & Cafeteria Aides)
EMILY IRVINE (Building, Cafeteria, Special Class & SACC Aides/ Secretary)
GREGG BAKELAAR (Custodial)
KERRY METZGER (Building, Cafeteria & Special Class Aides/Secretary)
NATASHA WINFREY (Building, Cafeteria, Special Class & SACC Aides/ Secretary)
RACHAEL BAKUNAS (Building, Cafeteria & SACC Aides)
TORI CAROLAN (Special Class Aide)

8. The recommendation of the Superintendent to approve a leave of absence for **ASHLEY BAUMGARTNER**, Grade 2 Teacher, Westbrook School, with pay using sick days effective January 21, 2020, through February 14, 2020, then without pay under the Family Medical Leave Act effective February 18, 2020, through May 15, 2020. (Maternity/Child Rearing)

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

9. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (April 2019)**, for the following **CHARACTER EDUCATION COMMITTEE - SUMMER 2019**, at the hourly rate of \$34.00, not to exceed eight (8) hours, per Board of Education/WMEA Agreement - Account: 11-120-100-101-10-000:

Employee

CHRISTOPHER JONES

NOTE: Replaces Wendy Becker

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

10. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (August 2019)**, for the following schedule of salary and benefit credits from **ESEA FUNDS** for the 2019-2020 school year - Account: 20-231-100-101-10-50-000 - ESEA Title I Grant:

<u>Employee</u>	<u>Salary</u>	<u>Portion by Title</u>	<u>School</u>
LESLIE FINKE	\$97,550.00	\$19,510.00	Macopin

NOTE: Funded through the ESEA Title I Grant

11. The recommendation of the Superintendent to approve the following **ADDITION** to the schedule of salary and benefit credits from **ESEA FUNDS** for the 2019-2020 school year - Account: 20-231-100-101-10-50-000 - ESEA Title I Grant:

<u>Employee</u>	<u>Salary</u>	<u>Portion by Title</u>	<u>School</u>
JOSEPH ANDRIULLI	\$106,800.00	\$21,360.00	Macopin

NOTE: Funded through the ESEA Title I Grant

12. The recommendation of the Superintendent to approve a **GRANT INCENTIVE PAYMENT** of \$500.00 to **KRISTI CLAVE**, Special Education Teacher (Multiple Disabilities), Maple Road School, for the **PLAY UNIFIED GRANT**, for the 2019-2020 school year. Account: 11-000-221-102-10-10-143

13. The recommendation of the Superintendent to approve the following **AFTER SCHOOL STUDENT ACTIVITY CLUBS and ADVISORS**, Westbrook School, for the 2019-2020 school year, at the hourly rate of \$34.00, per Board of Education/WMEA Agreement:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
ERIN DAVIE	Robotics	6	\$204.00
JENELLE PEINE	Mindful Movement	5	\$170.00
ALISON PERRY	Mindful Movement	5	\$170.00

NOTE: Funded through the PTA

14. The recommendation of the Superintendent to approve the following **STUDENT ACTIVITY CLUBS and ADVISORS**, 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-XXX ESEA Title I Grant:

<u>Advisor</u>	<u>School</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
ERIN BRANAGAN	Marshall Hill	Eagle Scholars	6	\$204.00
PAMELA KURZ	Marshall Hill	Eagle Scholars	6	\$204.00
ELLEN COMERFORD	Marshall Hill	Eagle Scholars	5	\$170.00
ALICE SUSKA	Marshall Hill	Eagle Scholars	5	\$170.00
TARA GUARINO	Marshall Hill	Eagle Scholars	5	\$170.00
ALEXANDRA HEFFERON	Marshall Hill	Eagle Scholars	5	\$170.00
MAUREEN MULLIGAN	Marshall Hill	Eagle Scholars	5	\$170.00
MERJEME DUFFY	Marshall Hill	Eagle Scholars	6	\$204.00

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

14. (Continued)

<u>Advisor</u>	<u>School</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
DANIEL BROPHY	UGL	Learning the Move	11	\$374.00
PAUL CHIESA	UGL	Learning on the Move	11	\$374.00

NOTE: Funded through ESEA Title I Grant

15. The recommendation of the Superintendent to approve the following **FAMILY LITERACY NIGHT and ADVISORS**, for the 2019-2020 school year, at the hourly rate of \$34.00, not to exceed 4.0 hours, for a payment of \$136.00 to each staff member, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-XXX - ESEA Title I Grant:

Marshall Hill School

KARYN REINHOLD	ALEXANDRA HEFFERON
PAMELA KURZ	JULIE CANGIALOSI
ERIN BRANAGAN	CYNTHIA RANIERI
KATHRYN HESS	TARA GUARINO
MERJEME DUFFY	SHAWN RHINESMITH
MAUREEN MULLIGAN	CHRISTINE GENARDI-FISHER
JOELLE SARNELLA	

Upper Greenwood Lake School

KIMBERLY WALKER	HOLLIE MILLER
JOHANNA ARCHER	LEANNE SHULMAN
ALYSSA HAUSMANN	JANE MERRITT
MINDY TURNER	KELLY COMERFORD
MELISSA BERGH	TINA THOMPSON
HEATHER TERRY-EGLI	SARAH SCHENK
SABRINA ARNOLD	DEENA ACCARDI
DANIELLE POST	

NOTE: Funded through ESEA Title I Grant

16. The recommendation of the Superintendent to approve the following **MACOPIN 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>Position</u>	<u>Stipend</u>
SUSAN KACZOR	Producer	\$1,018.00
ALEXIS RIZZO	Director	\$2,078.00
JESSICA ZIEGENBALG	Assistant Director 1	\$ 712.00
MATTHEW PACCIONE	Assistant Director 2	\$ 712.00

NOTE: Paid from the proceeds of the play

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

17. The recommendation of the Superintendent to approve an **amendment to a previously approved resolution (May 2019)**, for the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENT and STIPEND** 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>
DANIELLA WAGENTI	Head Fencing (<i>Girls</i>)	A	\$5,205.00

18. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENT and STIPEND** 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>
DAVID GEROLD	Head Fencing (Boys)	A	\$5,205.00

20. 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>
MATTHEW KANE	High School	Swim Team

NOTE: The District will reimburse for the clearance process.

- (21.) The recommendation of the Superintendent to approve the appointment of **CAITLIN STANICH**, In-School Suspension Monitor/Unassigned Substitute, High School (PC#90.09.19.ALK), at the annual salary of \$22,000.00 (prorated), with health benefits, effective November 20, 2019, through June 30, 2020, per Board of Education Agreement. (Replaces Mahon) Account: 11-140-110-101-10-10-000

ROLL CALL FOR ITEMS #1 THROUGH #18, AND ITEMS #20 AND #21

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

Mr. Guarino "Abstained" to items #14 and #15.
Mrs. Romeo "Abstained" to item #13.

The **MOTION PASSED.**

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

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #3:

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

1. The recommendation of the Superintendent to approve a **JOINT TRANSPORTATION AGREEMENT** with **SUSSEX COUNTY REGIONAL COOPERATIVE**, for Special Education Transportation services for the 2019-2020 school year, with a cost of \$390,680.00, and an administrative fee of \$15,627.20, for a total cost not to exceed \$450,000.00.
2. 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>
MELISSA BERGH	\$1,000.00	\$1,000.00
JESSICA CARNEY	\$ 500.00	\$1,000.00
SCARLY ELMERA	\$1,000.00	\$1,000.00
TERRI ROCCO	\$1,000.00	\$1,000.00

3. 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 ITEMS #1 THROUGH #3:

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

The **MOTION PASSED.**

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda item #4:

4. The recommendation of the Superintendent to approve the **LIST OF BILLS/ VENDORS** for the period ending **November 19, 2019**, in the amount of \$1,264,858.09. (Documentation provided electronically.)

ROLL CALL FOR ITEM #4:

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

The **MOTION PASSED.**

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda item #5:

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

5. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **November 19, 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 \$69,477.84.

ROLL CALL FOR ITEM #5:

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

The **MOTION PASSED**.

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda item #6:

6. The recommendation of the Superintendent to approve the **PAYROLL** of October 31, 2019 and November 15, 2019, in the amount of \$4,254,605.59. (Documentation provided electronically.)

ROLL CALL FOR ITEM #6:

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	Abstain	Mr. Drew	Absent	Mrs. Van Dyk	Abstain

The **MOTION PASSED**.

Motion by Mr. Guarino, seconded by Mr. Ofshinsky, to approve the following agenda item #7:

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

WHEREAS, the Agenda file of **November 19, 2019** Workshop/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:

\$10,129,462.36 as of October 31, 2019; therefore

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

7. (Continued)

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

ROLL CALL FOR ITEM #7:

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

The **MOTION PASSED**.

Motion by Mr. Guarino, seconded by Mr. Ofshinsky, to approve the following agenda item #8:

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

RESOLVED, that the Board certify as of October 31, 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 #8:

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

The **MOTION PASSED**.

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

Motion by Mrs. O'Brien, seconded by Mrs. Fritz, to approve the following agenda items #1 through #9:

1. The recommendation of the Superintendent to approve the first reading of a **revised REGULATION** entitled "Field Trips." (Code 2340) (Documentation provided electronically.)
2. The recommendation of the Superintendent to approve the first reading of a **revised POLICY** entitled "Media Relations." (Code 9400) (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve the second reading of a **new POLICY** entitled "Earned Sick Leave Law." (Code 1642) (Documentation provided electronically.)

XV. POLICY - Mrs. O'Brien, Chairperson - Continued

4. The recommendation of the Superintendent to approve the second reading of a **new REGULATION** entitled "Earned Sick Leave Law." (Code 1642) (Documentation provided electronically.)
5. The recommendation of the Superintendent to approve the second reading of a **revised POLICY** entitled "Student Transportation." (Code 8600) (Documentation provided electronically.)
6. The recommendation of the Superintendent to approve the second reading of a **revised REGULATION** entitled "Student Transportation." (Code 8600) (Documentation provided electronically.)
7. The recommendation of the Superintendent to approve the second reading of a **revised POLICY** entitled "Bus Driver/Bus Aide Responsibility." (Code 8630) (Documentation provided electronically.)
8. The recommendation of the Superintendent to approve the second reading of a **revised REGULATION** entitled "Emergency School Bus Procedures." (Code 8630) (Documentation provided electronically.)
9. The recommendation of the Superintendent to approve the second reading of a **revised POLICY** entitled "Transportation of Special Needs Students." (Code 8670) (Documentation provided electronically.)

ROLL CALL FOR ITEMS #1 THROUGH #9:

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

The **MOTION PASSED.**

XVI. COMMITTEE REPORTS/LIAISONS

Parks & Recreation - Mr. Guarino spoke about the committee improving Nosenzo Pond field. He also looks forward to 2020, and the complete revamping of Farrell Field.

Safety - Mrs. Van Dyk - No report.

Superintendent's Roundtable - Mrs. Dwyer/Mrs. Van Dyk - Mrs. Fritz attended the last meeting. She spoke about discussion on the Macopin 6th Grade Configuration and the Spelling program.

Passaic County School Boards Association - Mrs. Van Dyk spoke about her and Mrs. Dwyer attending the meeting and discussion regarding school "branding". She also spoke about the implementation in Montville where all the buildings kept their school colors and their Mustang mascot, but how the design brings their District together. Mrs. Van Dyk stated there has been discussion of branding and how it would benefit the West Milford school district.

XVI. COMMITTEE REPORTS/LIAISONS - Continued

New Jersey School Boards Association - Mrs. Van Dyk/Mrs. Dwyer - Mrs. Van Dyk spoke about the School Board Member of the Year award. A Board member from Clifton was selected. Mrs. Dwyer spoke about discussion at the meeting on mental health and depression in students, and how we can help. Mrs. Van Dyk also spoke about the topic of non-college bound learners and a study that was completed by NJSBA. Mrs. Van Dyk spoke about inviting Dan Sinclair, Board member from Lakeland Regional High School, to come to West Milford to look at our vocational/technical programs.

Legislative - Mr. Cytowicz - Mr. Guarino spoke about Senator Sweeney becoming the longest running Senate President in the history of New Jersey. He also spoke about minimum wage increasing to \$11.00 per hour on January 1, 2020, and that by 2024 the minimum wage will be at \$15.00 per hour. He indicated that in June, the Anti-Bullying legislation (Mallory's Law) was passed in the state Senate and for the Board to follow the bill in the assembly and look at any potential issues happening with the bill during this lame duck session.

Technology Oversight - Mr. Guarino spoke about Eastern DataComm and improving cell phone coverage in some of our schools. He also spoke about Chromebooks and computer software having a certain shelf-life that companies will support which is about four years. He explained how some of our District computers are at the end of life. Mr. Winston and the administration are reviewing our program and will replace Chromebooks as needed. Mr. Guarino then discussed different ways the District is improving the website to make it more user-friendly. Board members had discussion on these items.

Township/Board of Education Joint Committee - Mrs. Dwyer spoke about the committee meeting and Mayor Dale being concerned about the Hillcrest bid that was received by the Board. Mrs. Dwyer also spoke about the new garbage company for the Township and rates being doubled.

CASA - Mrs. Romeo/Mrs. Fritz - No report. Meetings have been rescheduled.

XVII. OLD BUSINESS

Motion by Mr. Ofshinsky, seconded by Mr. Guarino, to close Old Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XVIII. NEW BUSINESS

Mr. Guarino spoke about attending the Veteran's Day ceremony at Marshall Hill, and thanked all of those who have served.

Mrs. Van Dyk spoke about attending the ceremony at Westbrook School. She is very proud of how our schools are honoring our veterans.

Mrs. Romeo inquired about having a utilization study of our buildings regarding the Macopin 6th Grade Configuration, and feels it is a good idea for all of the buildings. The Board discussed whether it should be accomplished before the recommendation, or whether it should be after the move is made. There was also discussion of whether September 2020 is too aggressive a schedule to meet.

XVIII. NEW BUSINESS - Continued

Board members engaged in further discussion of this topic and shared their opinions on an outside firm doing a utilization study.

Mr. Ofshinsky inquired as to the deadline on when the decision on Macopin will be made. Dr. Anemone responded to his inquiry.

Mrs. Van Dyk discussed that her goal of the Macopin decision is about the educational advantage of the students of West Milford, and if it helps them move ahead educationally. She spoke about being very impressed with the detailed information that Marc Citro, Macopin Principal, and his team have put together for the subcommittee meetings. She also explained that after speaking to other Districts, the 6-7-8 model is where our students should be and that was one of her driving forces to look at this study. She also agrees and feels that the Board should be looking at the utilization of the elementary buildings, after the Macopin decision is made.

Mr. Guarino inquired if the report can be available in December, and Board members continued to discuss if September 2020 is feasible to start.

Mr. Novak clarified information on the K-8 Report. The current report does support the 6-7-8 middle school model.

Mrs. Romeo continued to discuss her opinion on the utilization study.

Mrs. Fritz feels if the Board agrees to do the utilization study now, it will hold up the Macopin Grade Configuration, and feels that the study can be done after the Macopin decision is finalized.

Mr. Ofshinsky stated that the utilization study is a good idea. He feels if the Macopin decision is made and it moves forward, it would not take long for the Board to proceed with a utilization study to see if the results may enhance the Macopin decision plans or may not impact the decision at all; suggesting the utilization study be concurrent to the Macopin Grade Configuration, but not contingent on it.

Mrs. Dwyer inquired if there was a way for the Administration to do a utilization study for the Board. Dr. Anemone responded to her inquiry. Mrs. Van Dyk stated that the Board would have to investigate the cost and time involved with a utilization study.

Mrs. Dwyer also inquired about fees involved with strategic planning and New Jersey School Boards Association. Ms. Francisco explained what is included with NJSBA dues, training, but not the Strategic Plan.

Mrs. Romeo asked about the Macopin Grade Configuration presentation being done in December or January. Mr. Brown advised Mrs. Van Dyk that the Board can do a Straw poll of their opinion of whether they want the report done in December or in January. Mrs. Van Dyk asked each Board member their opinion.

The majority of the Board indicated they would like the presentation done in December. Mrs. Van Dyk indicated that the Board can proceed with this and if a conclusion cannot be reached, the Board can table it until the January meeting.

The Board continued to discuss this topic and agreed to review all of the information in December.

XVIII. NEW BUSINESS - Continued

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

VOICE VOTE: All in Favor. MOTION PASSED.

XIX. 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. Ofshinsky, seconded by Mrs. Dwyer, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

XX. EXECUTIVE SESSION

At 9:03 p.m., Mrs. Dwyer made a motion, seconded by Mrs. Fritz, 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 9:32 p.m.

XX. EXECUTIVE SESSION - Continued

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	Absent	Mr. Guarino	Present	Mrs. Van Dyk	Present

XII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Dwyer, seconded by Mr. Ofshinsky, to approve the following agenda item #5:

- 5. 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 **November 19, 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-4	Unsubstantiated
2020/H-5	Substantiated

ROLL CALL FOR ITEM #5:

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

The **MOTION PASSED**.

XXI. ADJOURNMENT

Motion by Mr. Guarino, seconded by Mrs. Dwyer, to adjourn the meeting at 9:34 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary