

MONTVILLE TOWNSHIP BOARD OF EDUCATION

REGULAR PUBLIC SESSION - MEETING MINUTES

December 20, 2016

Montville Township High School

A. President Kayne called the meeting to order at 7:00 p.m.

CLOSED SESSION

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the board of education to meet in closed session to discuss certain matters.

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education adjourns to closed session to discuss (select one or more):

- 1) *Superintendent’s Harassment, Intimidation and Bullying (“HIB”) update/recent matters and investigations, if any; and*
- 2) *Personnel Matter Update; and*
- 3) *Student Arson Incident at MTHS; and*
- 4) *Zurich Insurance Matter; and*
- 5) *JCP&L Lazar Power Lines Improvement Project.*

BE IT FURTHER RESOLVED, that the Montville Township Board of Education reserves the right to discuss such other matters rendered confidential by law should the need arise; and

BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

B. RECONVENED

Motion by Vice President Novi, second by Member Modrak, to reenter from executive session at 7:24 p.m. The motion was approved by unanimous vote.

President Kayne reconvened the meeting to order at 7:47 p.m.

<u>BOE ROLL CALL:</u>	<u>Present</u>	<u>Absent</u>
Dr. Cortellino	<u> X </u>	<u> </u>
Mr. Grau	<u> X </u>	<u> </u>
Mr. Johnson	<u> X </u>	<u> </u>
Dr. Kayne	<u> X </u>	<u> </u>
Dr. Modrak	<u> X </u>	<u> </u>
Mr. Morella	<u> X </u>	<u> </u>
Mrs. Novi	<u> X </u>	<u> </u>
Mr. O’Brien	<u> X </u>	<u> </u>
Mr. Palma	<u> X </u>	<u> </u>
Bayann Amer	<u>7:50PM</u>	<u> </u>
Jonathan Kraft	<u>7:50PM</u>	<u> </u>

OTHERS PRESENT:

René Rovtar (Superintendent), James T. Tevis (School Business Administrator/Board Secretary), Casey Shorter (Assistant Superintendent), Andrea Woodring (Assistant Superintendent for Curriculum & Instruction), and Steve Bacigalupo (Board Attorney).

C. PLEDGE OF ALLEGIANCE

Board members and all others present participated in the Pledge of Allegiance.

D. READING OF THE NEW JERSEY OPEN PUBLIC MEETING LAW STATEMENT

School Business Administrator Tevis read the New Jersey Open Public Meeting Law as follows:

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the act, the Montville Township Board of Education approved this meeting date. Notice of the meeting has been posted at the Montville Municipal Building, all Montville public schools, the Montville Public Library, the Montville Township Board of Education Administrative Office Building, the Montville Public School Website, and advertised in the DAILY RECORD.

Board Comments

- The board president noted that this was the last meeting of the year and thanked the superintendent, administration, teachers, staff, custodians, students, and parents. He then wished everyone on behalf of the board, a Happy Holiday and a Happy & Healthy New Year.

E. HIGH SCHOOL STUDENT REPRESENTATIVES REPORT

Deferred to later in the meeting.

F. SUPERINTENDENT'S REPORT

The superintendent reported on the following items:

Remarks

- The superintendent provided the board with a Second Quarter Update on the following 2016-2017 District Goals:
 - Building Improvements Referendum
 - Special Education
 - Demographics
 - World Language

- Peter Porter, President of the MTEA, presented the board president and superintendent with a certificate regarding the recent Frederick L. Hipp award. He then thanked the former superintendent, Dr. Fried and current superintendent, Dr. Rovtar, for their assistance in this grant process, which was the basis of the middle school's recent STEM PALS initiative.
- The superintendent then wished everyone a Happy Holiday and enjoyable winter break.

HIGH SCHOOL STUDENT REPRESENTATIVES REPORT

The student representatives reported on the following items:

- Bowling Team Update
- Boy's Basketball Team Update
- Girls' Basketball Team Update
- Winter Track Team Update
- Forensics Team Update

Good News and Progress in our Schools

- **2016 Red Ribbon Winners ~ Kindergarten** Artistic Merit – 1st Place – Brielle Stappas (Cedar Hill), Originality – 1st Place - Diya Manchahdra (Valley), Runners Up - Gabriella Pelov (Cedar Hill), Jayden Chen (Hilldale), Kamalini Panchangan (Hilldale), Gianni Marucci (Valley), Benjamin Rhodes (WM), Dominic Milazzo (WM), Abigail Danridge (Woodmont), and Abhinav Inavilli (Woodmont). **First Grade** Artistic Merit – 1st Place – Julie Choi (William Mason), Originality – 1st Place - Fiomena Ferrovechio (Hilldale), Runners Up - Troy Wallendberg (Hilldale) Izabella Zecchino (Woodmont), Marley Cucci (Woodmont), Sethu Radha Arunachalam (Cedar Hill), Isabella Malinowski (Cedar Hill), Dante Aiello (Valley), Demetra Triantafyllou (Valley), and Cailin O'Leary (WM). **Second Grade** Artistic Merit – 1st Place – Matthew DelGudice (Woodmont). Originality – 1st Place - Isabella Smalle (Valley View), Runners Up - Samaya Lohani (Woodmont), Raina Alleyne (Cedar Hill), Maddyn Badalamenti (Cedar Hill), Rebecca Hornstein (Hilldale), Katie Tubbs (Hilldale), Skylar Israel (Valley View), Sophie Hummer (WM), and Kylie Roosma (WM). **Third Grade** Artistic Merit – 1st Place – Meghan Leoffler (Cedar Hill). Originality 1st Place - Emma Spoto (Valley), Runners Up - Amna Bukhari (Woodmont), Anaya Amanat (Woodmont), Stephanie Brig (Cedar Hill), Cece Aquino (Hilldale), Julia Jose (Hilldale), Suzanna Elkhouri (Valley), Anthony Agnoli (WM), and Marilyn Vena (WM). **Fourth Grade** Artistic Merit – 1st Place – Anushka Agarwal (Valley). Originality - 1st Place - Sai Suresh (Hilldale), Runners Up - Alexis Jones (Woodmont), Adrianna Pressimone (Woodmont), Juliana Maiella (Cedar Hill), Jiya Patel (Cedar Hill), Victoria Tam (Hilldale), Ines Lemme (Valley), Curtis Wang (WM), and Nicholas Ferrone (WM). **Fifth Grade** Artistic Merit – 1st Place – Caroline Slunt (Valley). Originality – 1st Place - Sophia Istvan (WM), Runners Up - Victoria Osorio (Woodmont), Grace Mesce (Woodmont), Elene Diamantopulos (Cedar Hill), Anjali Yarlagadda (Cedar Hill), Samantha Glickson (Hilldale), Cristina Ryduchowski (Hilldale), Sabrina Kwaik (Valley), and Angela Ervey (WM).
- Valley View – On Thursday, December 8th my K/1 students took part in Hour of Code. It was a great and exciting experience for them. The students were excited to be programmers and code games like the ones they engage in at home. This was a success!
- Valley View - Students in Mrs. Matarazzo, Miss Katz, and Mrs. Slattery's second grade classes have been traveling around the world learning about how other countries celebrate the holidays! The students have been using close reading strategies to read articles about countries from around

the world and the different traditions that they take part in. Many parent/grandparent volunteers have been coming in to teach about their holiday traditions. The unit will culminate with a holiday show and tell and a cultural feast!

- Valley View - Students in Mrs. Slattery's second grade class are taking part in a Gingerbread Exchange. We have been sending/receiving paper gingerbreads and letters from second grade classes all over the country. We are learning so many interesting facts about other states and the fun projects that their second graders get to do. We get so excited when Mrs. Slattery's mailbox has a new gingerbread friend waiting to be hung up!
- Valley View - For the past four years, the kindergarten classes at Valley View have participated in the Scholastic pajama drive. Our classes have collected 20 pairs of pajamas to donate to a local shelter. The students have been learning about random acts of kindness and how the holidays are about the "gift of giving". They were very excited to know that they collected these pajamas to help others in need. For every pair of pajamas we collected, Scholastic will donate a brand new book.
- Valley View - This week 2nd and 3rd graders are focusing on various holidays. In their guidance classes, students are using graphic organizers to compare and contrast holiday traditions. Students listed common holiday traditions as well as unique holiday differences. Students then listened to a reading of "*The Christmas Menorahs*" a true story of a small town in Billings, Montana nationally known as the town that fought hate.
- Valley View - Under the direction of Mr. Saunders and Mr. Spector, Mrs. Gruszczynski's 5th grade class is producing a video highlighting the similarities and differences of Christmas, Hanukkah, Eid, Kwanzaa, and Diwali. The video will remind viewers of the many customs and traditions that these holidays share as well as their common themes of love, respect, family, gratitude, and service. The intent of the video is to highlight that our similarities unite us and our differences enrich our lives.
- Valley View - Incidents of "mugging" have been spotted all over Valley View School. No, not the criminal kind, but of the giving kind! To be "mugged" one leaves their name on a paper mug attached to their classroom door. Participating staff members take someone's paper mug and at a later date surprise them with a MUG full of goodies including candy, chocolate, and holiday treats.
- Valley View - 5th grade students with the help of Valley View's art teacher, Ms. Rittenhouse, have created a bulletin board promoting positive decision making and self-responsibility by posting a large stop sign on one side and a traffic light with a green 'go' lit up on the other side. Students are attaching words and beliefs that must be "stopped" and behavior and beliefs that should be expanded upon. Attached to the giant stop sign are words like racism, prejudice, bullying, and exclusion to name but a few. On the "GO" side are words like peace, patience, acceptance and many more. It should be a powerful visual display of the power of our words and actions.
- Valley View - 4th and 5th grade students on Valley View's Culture and Climate Leadership Team brainstormed helpful ideas for the lunchroom. To encourage students to keep their volume at a low level around clean up time "relaxing music" will be played. Other ideas include "**Table Wars**" involving multiplication, state capitals, and science facts. Let the Games begin!
- Valley View Preschool - Students in Mrs. Sue Handschuch's Preschool PM Class recently utilized their problem solving and critical thinking skills to participate in a team STEM challenge to construct a tree. After listening to the story of *A Wish to be a Christmas Tree* by Colleen Monroe, teams were provided with various materials to construct their tree. Students collaborated with peers on design and construction challenges. Teams also presented and discussed their projects to the class.

- Cedar Hill - All of the first graders make holiday cards for groups in need and the homeless.
- Cedar Hill – The Student Council collected 349 pounds of food for the community good bank.
- Cedar Hill - Mr. DiLascio/Ms. Swiatek third grade classroom participated in the Hour of Code by logging into Tynker and performing various coding challenges at Beginner, Intermediate and Advanced levels, with each student earning a certificate of participation.
- Cedar Hill - Mr. DiLascio/Ms. Swiatek third grade classroom participated in Skoolbo Challenge, completing literacy and math activities in a competition with schools not only in the US but New Zealand, Great Britain and Australia. The class earned a 10,000 Answers Certificate for the week, as well as multiple individual certificates for Personal Best and Best Improved.
- Cedar Hill - Mr. DiLascio/Ms. Swiatek third grade classroom culminated their Heritage Projects with individual presentations and International Luncheon, where each student shared a favorite food from their country.
- Cedar Hill - Character Ed 5th grade Committee, Crusaders, students, parents and teachers contributed to making 38 Blessing Bags which go to the Hearts and Hands Mission. The mission distributes over 500 bags to the homeless in Newark. After each class donated a specific item (toothpaste, toothbrush, bandaids, tissues etc.) the Character Ed students and Crusaders collected the items, sorted them and then the 5th grade team in assembly line fashion, put the bags together. Thanks to many children, there were several notes of hope in each bag.
- Cedar Hill - Mrs. Monastero's 5th grade class together with their Kindergarten Buddies, the Lundquist Lovies, brainstormed about making a Thanksgiving Dinner with all the trimmings for someone in need within the Montville Community. We reached out to the Montville Food Shelter and they accepted our offer. The 5th grade conferenced with the Kindergarten and put together the items that were needed to make a wonderful dinner. The students made a beautiful Gratitude Poster and off went their donations including a 20 pound turkey (donated by Ms. Praml) to the shelter.
- Cedar Hill – The Cedar Hill Student Council collected almost 500 perishable items for the Montville Food Pantry.
- Cedar Hill – The Cedar Hill Student Council Stuffed a "Mini Van" with toys for our Local Towaco Fire House for their Toys For Tots Drive!!
- Cedar Hill - Mrs. Monastero's class and Dr. Lundquist's class donated a complete Thanksgiving meal to a Towaco family.
- Hilldale - Ms. Minsky's class has become the Kind Kids Classroom. Students had to complete an application to be part of the Kind Kids Classroom. Then the students received a certificate stating that they are Kind Kids. We have been doing random acts of kindness such as, making cards for our custodian, giving hugs to our teacher from last year, making cards for our kindergarten buddies, and delivering candy canes to teachers in our school. We are learning that it is better to give than to receive!
- Hilldale - The first graders enjoyed using their senses during our "POP-Rocks" lab. The children enjoyed watching a solid mix with a liquid to make gas and a bit of a mess.
- Hilldale - The second graders at Hilldale participated in a "Gliders" workshop presented by Mr. Jones and Mrs. Przestrzelski, where they learned about topics such as thrust, lift, drag, weight, potential energy, and kinetic energy. Some of the balsawood gliders were bi-planes, some had landing gear, and others had rubberband-powered propellers. Students assembled the gliders during their recess times, and then headed outdoors to test their designs. In the end, Elly Sumka was crowned queen of the skies, with a combined flight length of 48 feet.
- MTHS- Mrs. Rebecca Sheehan (Business Department) recently developed an idea for her new Fashion Marketing class that enabled students to create ties for teachers built from Duck

Tape(r). The project, which culminated in a Fashion Show, was incredibly successful among the student-designers and their teacher-models. Thank you to all of the faculty members who participated in the project; we are looking forward to the next Fashion Show.

- MTHS - Congratulations to Alex Benno (Class of '17), for recently being named the 'Explorer of the Year' by the Patriots' Path Council of Northern New Jersey. Mr. Benno was praised for his dedication by many officers within the Montville Township Police Department, including Police Chief Rudy Appelmann. Alex, who plans to pursue a career in law enforcement after high school, will be honored at the upcoming Exploring Youth Leadership Award Breakfast. The entire MTHS Community is very proud of Alex and wishes him the very best in the future.
- Lazar – Through the school store and bake sales, the Student Council raised over \$500 to purchase gifts off the Gorab Children's hospital holiday wish list. Students enjoyed wrapping and crafting Holiday cards to spread cheer around the hospital.
- Lazar – Nine years ago, a Lazar student participated in an activity to help Morris County children in foster care. Mrs. Vytell-Mitschele, at that time, selected one foster child but wanted to do more. Over the past nine years, Mrs. Vytell-Mitschele's vision has taken on a life of its own and this year was no different. Not able to put the same full energy and focus, Mrs. Vytell-Mitschele offered the project to her leadership group, WISH (What if Students Helped). Together, the group took on 100 children and reached out to teachers and the community. Over 200 gifts have been pouring in, tagged, labeled, put in numerical order and are awaiting pick up on December 19th when the DYFS vans will come and the students will help to load the vans. The students and staff alike wait for this drive, and it is amazing to see the true meaning of the holidays through our students' eyes. We are so proud of our students for undertaking this wonderful task! Thank You, Mrs. Vytell-Mitschele, for taking on this amazing project and accomplishing your vision, year after year!
- Lazar – In early December, three visitors from Grover Cleveland Middle School in Caldwell visited Lazar to observe our Character Education program in action. They participated in the Character Education Committee Meeting (also attended by Dr. Casey Shorter), as well as attended a number of our Advisory classes to get ideas on starting a successful program in their district.
- Lazar Middle School has been specially identified as an Atlantic Healthy Schools member to help design, develop, and pilot activities for the “Challenge” in advance of the region-wide launch of the program. This challenge is being developed to make creating healthy changes in our school easy and accessible. A rep from Atlantic Healthy Schools attended Lazar Wellness Committee Meeting. Through our Committee's participation in the focus group and planning health and wellness activities, our school will receive a \$1,000 grant in June.
- Lazar Student Council held their 2nd Annual Fundraiser at the Sky Zone in Pine Brook. Proceeds from this year's event will be used to help fund Lazar's Living Lessons Program in June. It was held on a “Homework Free” night and very well supported by many students.
- Lazar – On December 7th and 9th, the Lazar 7th and 8th grade choruses performed in the Holiday Concert Series at the Livingston Mall. The choruses performed a variety of vocal pieces that represented the different cultures and faiths that celebrate holidays in December. Soloists, instrumentalists and a cappella pieces were highlighted in each of the 30-minute concerts. The choruses, under the direction of Mrs. Kathy Zajac, were treated with large audiences of enthusiastic parents and shoppers.
- Woodmont - Congratulations to November's Students of the Month Kindergarten- Maxwell Musikant, First Grade- Justin Martinez, Second Grade-Adithi Samaga, Third Grade- Lena Takhim, Fourth Grade- Logan Engle and Fifth grade- Emily Taormina.
- Woodmont - Students in Mrs. Janis and Ms. Beatty's class are working to create "teacher videos" to

show how to solve math problems. Students write a "script" and are filmed performing math problems. The videos are published and share on Mrs. Janis and Ms. Beatty's teacher website.

- Woodmont - Our families came together this Thanksgiving and raised \$260 to re-stock the nurse's supply cabinet. Students purchased a paper feather and shared thanksgiving thoughts. Feathers were attached to a large turkey on a bulletin board outside the guidance office.
- Woodmont – Celebrated Giving/ International Dessert Day on Tuesday December 6th. Families donated innumerable scrumptious desserts from all over the world and the whole school enjoyed during snack time. The donations we received were heartwarming and amazing! Our treats were then followed by wonderful cultural and holiday performances by our student body and some of our staff as well!
- Woodmont - Second Grade teacher Cherylyn Torrisi facilitated conversations at the Pequannock school district on the Foundations program. Mrs. Torrisi shared her expertise and modeled lessons with second grade students.
- Woodmont - Is swept up in the Mannequin challenge. Visit the Woodmont website and see multiple homerooms' response to the challenge. The challenge reflects collaboration between students, homeroom teachers, and media specialist Toni Ann Raj.
- William Mason – The 5th grade students at William Mason kicked off December by participating in a "Kindness Mission". After learning about what caring means and how to show we care about others, students spent 7 days secretly performing random acts of kindness to others.
- William Mason – The Student Council is participating in their annual gift giving drive. Students are collecting items for the Toys for Tots organization as well as members of the community who could use some holiday support.
- William Mason - Mrs. Stella & Mrs. Wallenburg's Reading Class is planning to wrap up our Bend II of the Lucy Calkins Reading Program with a museum walk. Students have been working cooperatively and each student has been studying a sub-topic of their assigned natural disaster. Students will continue to work as part of a group to develop a project and report based on their readings of specific natural disasters. Although the topics may seem scary, we are looking forward to sharing our findings and deeper understandings about them.

BUSINESS ADMINISTRATOR'S REPORT

No report.

G. COMMITTEE REPORTS

G.1 Finance and Facilities

Member Grau reported that a meeting was recently held in regards to a proposed buildings improvement referendum. He noted that the next Finance Committee meeting has been scheduled for January 11, 2017. He then commented that an update on these proposed district wide capital improvements will be provided to the full board and public at the January 17, 2017 board meeting.

G.2 Curriculum and Instruction

No report.

G.3 Policy and Personnel

No report.

G.4 Communications

No report.

G.5 Safety & Security

No report.

G.6 Ad-Hoc

No report.

G.7 Delegate Liaisons

The following delegate liaison meetings were reported on:

• **NJSBA – Karen Cortellino**

❖ Member Cortellino reported that the NJSBA Semi-Annual Delegate Assembly meeting was held on December 10th. Although she was unable to attend, she reported that the following note worthy topics were discussed:

- A resolution concerning the burden of proof in special education suits was offered by the Marlboro Board of Education.
- An approved bylaw amendment regarding those individuals occupying county leadership roles who run for political office.

G.8 PTC Liaisons

No reports.

G.9 Reserved – Negotiations – (No Action)

G.10 Additional Reports

No reports.

H. PUBLIC PARTICIPATION

No members of the public wished to be recognized at this time.

Motion by Member Grau, second by Member Morella to accept the recommendation of the superintendent and adopt items I-O and the Addendum:

I. MINUTES

RESOLVED, that the Montville Township Board of Education approve the minutes of the

following meetings as submitted:

- December 6, 2016 Executive Session, Regular Meeting
- December 6, 2016 Public Session, Regular Meeting

J. ADMINISTRATIVE

J.1 Gifts, Grants and Donations

RESOLVED, that the Montville Township Board of Education accept the following gifts, grants and donations in accordance with Policy 7230:

Code	Donor	Recipient	Purpose	Amount
1	Cedar Hill Home and School	Fifth Grade /BOE	Funds for the 5 th Grade Field Trip Transportation	\$1,300.00

J.2 Harassment, Intimidation and Bullying Report

WHEREAS, the Montville Township Board of Education has received the Harassment, Intimidation, and Bullying Report of the Superintendent on December 16, 2016, and

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education does hereby affirm the Superintendent’s recommendation on Harassment, Intimidation and Bullying regarding the HIB report dated December 3, 2016 to December 16, 2016.

J.3 Memorandum of Agreement - United Way of Northern NJ: 2017-2018

RESOLVED, the Montville Township Board of Education approves the Memorandum of Agreement (**Document J.3**) between the Montville Township Public Schools and United Way of Northern New Jersey for the 2017-2018 school year.

K. FACILITIES & FINANCE

Mr. Grau – Chair, Dr. Cortellino, Mrs. Novi, Dr. Kayne

K.1 Payment of Bills

RESOLVED, that the Montville Township Board of Education approve the payment of the following bills for the period of November 16, 2016 – December 20, 2016 that shall be made a part of this record (**Document K.1**).

General Fund (10)	In the amount of \$	2,704,499.33
Special Revenue Fund (20)	In the amount of \$	95,730.71
Capital Projects Fund (30)	In the amount of \$	-
Debt Service Fund (40)	In the amount of \$	-
Food Service Fund (60)	In the amount of \$	167,001.69
MEDLC Fund (61)	In the amount of \$	5,475.83
SUB – TOTAL:	\$	2,972,707.56
Payroll – November	In the amount of \$	4,666,428.78
TOTAL	\$	7,639,136.34

K.2 Transfer of Funds – November, 2016

RESOLVED, that the Montville Township Board of Education ratifies budget transfers for the period ending **November, 2016** as listed on (**Document K.2**).

K.3 Financial Reports – November, 2016

WHEREAS, the Montville Township Board of Education has received the **Report of the Board Secretary** and the **Treasurer’s Report** for the month of **November, 2016** (**Documents K.3.a and K.3.b respectively**), and

WHEREAS, the reports of the board secretary and treasurer are in agreement; and

WHEREAS, in compliance with N.J.S.A. 18A:17-9 and 18A:17-36 the secretary has certified that, as of the date of the report, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education except as noted, and that transfers have been submitted for approval of the Board at subsequent meetings.

NOW, THEREFORE, BE IT RESOLVED, that in compliance with N.J.S.A. 18A:17-9 and 18A:17-36, the board of education approves the monthly financial reports of the board secretary and treasurer and certifies that, after review of the monthly financial reports of the board secretary and treasurer, and upon consultation with the appropriate district officials, to best of its knowledge, no major account or fund has been over expended in violation of N.J.S.A. 18A:17-9 and 18A:17-36, and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year; and

BE IT FURTHER RESOLVED, that pursuant to P.L. 2004 Ch. 73 (S-1701), the board certifies that after review of the secretary’s monthly financial report and upon consultation with the appropriate district officials, that there are no budgetary transfers that cumulatively exceed 10% that would require the approval of the commissioner of education; and

BE IT FURTHER RESOLVED that a copy of the reports (**Documents K.3.a and K.3.b**) shall become a part of the minutes of this meeting.

K.4 Use of Facility Requests

WHEREAS, the group(s)/organization(s) listed on (**Document K.4**), have requested the use of school facilities; and

WHEREAS, these requests comply with policy #7510, “Use of School Facilities” unless a waiver is so indicated:

THEREFORE BE IT RESOLVED, that the Montville Township Board of Education approves the listed group(s)/organization(s) to rent/use the requested facilities; and

BE IT FURTHER RESOLVED, that the school business administrator is hereby authorized to issue permits for these requests but that the board continues to reserve the right to withdraw approval or permission at any time.

K.5 Reserved - Contracted Services Approval – School/Instruction Functions – (No Action)

K.6 State Contract Award – Phone System Intercom Replacements Upgrade: Aspire

WHEREAS, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), the Montville Township Board of Education may by resolution without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury (“Division of Purchase and Property”); and

WHEREAS, the Division of Purchase and Property has entered into an agreement with Cisco Systems for Computer Equipment, Peripherals & Related Services through a Participating Addendum under the NASPO Valuepoint Master Agreement for the period October 1, 2015 through March 31, 2017; and

WHEREAS, pursuant to the terms of the Participating Addendum Cisco Systems has designated certain authorized partners/dealers as have been approved by the Director of the Division of Purchase and Property to sell authorized products and services in the State of New Jersey; and

WHEREAS, the Montville Township Board of Education is seeking to install telephony equipment to replace aging intercoms including Cisco products from the Participating Addendum to the NASPO Valuepoint Master Agreement; and

WHEREAS, in accordance with the requirements of the Division of Purchase and Property the Montville Township Board of Education has solicited multiple quotes from Cisco authorized partners/dealers; and

WHEREAS, Aspire Technology Partners is the authorized partner/dealer which has submitted the quotation for the required goods and services at the lowest price; and

WHEREAS, the Montville Township Board of Education intends to enter into a contract with Aspire Technology Partners through this resolution which shall be subject to all the conditions applicable to the current NASPO Valuepoint Master Agreement as amended by the State Participating Addendum;

NOW, THEREFORE, BE IT RESOLVED, the above referenced paragraphs are hereby incorporated by reference; and

BE IT FURTHER RESOLVED, that the Montville Township Board of Education hereby authorizes the contract with Aspire Technology Partners for the provision of Cisco telephony hardware and software and ancillary services for an amount not to exceed \$159,347.29; and

BE IT FURTHER RESOLVED, that pursuant to N.J.A.C. 5:34-7.29(e) the duly authorized and executed purchase order shall serve as the contract between the Montville Township Board of Education and shall include the State cooperative purchasing system identifier, 1NJCP, and the State contract number for Cisco Systems, Inc. #89966.

K.7 Contract Agreement Approval - Naviance, Inc.: 2017-2018

RESOLVED, that the Montville Township Board of Education approve an agreement with Naviance, Inc., a comprehensive college and career planning technology platform, for the period February 24, 2017 through February 23, 2018, at the total rate of \$7,356.00.

BE IT FURTHER RESOLVED, that the School Business Administrator is authorized to execute the Agreement on behalf of the Board.

K.8 Business Office/Payroll Consulting Approval - KMS Consulting

RESOLVED, that the Montville Township Board of Education approve an agreement with KMS Consulting, and its principal, Katine Slunt of Montville, New Jersey, for business services consulting, at a rate of \$70.00 per hour, not to exceed fifteen (15) hours per week, for the period December 17, 2016 through February 15, 2017.

L. PERSONNEL

Mr. Morella – Chair, Mr. Palma, Mr. Johnson, Dr. Cortellino

RESOLVED, that the Montville Township Board of Education approve the following personnel items: (NOTE: Approval of this resolution authorizes the superintendent to submit to the county superintendent applications for emergent hiring and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. Seq., or N.J.S.A. 18A:6-4.13 et. Seq. for those employees listed below. All appointments are contingent upon receipt of proper teaching certification, and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts.)

L.1 Leave of Absence

RESOLVED, that the Montville Township Board of Education approve the following:

Code	Name	Reason	Position	Loc.	Leave Start Date	Sick Days	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	Bell, Rosemary	Amend Medical Leave	Special Education Teacher	Woodmont	09/01/2016	10	09/16/2016	09/16/2016	11/28/2016	02/01/2017	
2	Forte, Jenna	Maternity Leave	Elementary School Teacher	William Mason	02/22/2017	20	03/22/2017	03/22/2017	N/A	09/01/2017	Dates subject to change based on delivery
3	Shondel, Kristine	Maternity Leave	Personal Nurse	Lazar	03/20/2017	10	04/03/2017	04/03/2017	N/A	09/01/2017	Dates subject to change based on delivery
4	Manisera, Christine	Amend Maternity Leave	Phys Ed Teacher	Lazar	12/19/2016	20	01/27/2017	01/27/2017	N/A	04/27/2017	Supersedes action on 09/20/2016; L.1.4

L.2 Resignations, Retirements, Terminations

RESOLVED, that the Montville Township Board of Education accepts the following:

Code	Name	Action	Position	Loc.	Date Eff.	Discussion
1	Moss, Kim	Amend Resignation	Part Time ESL Teacher	Cedar Hill	01/05/2017	Supersedes action on 12/06/2016; L.2.2

L.3 Appointments, Transfers (*denotes mentoring required)

RESOLVED, that the Montville Township Board of Education approve the following:

Code	Name	Action	Position	Deg /Step	Salary	Loc.	Date Effective	Date Term.	Discussion
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Code	Name	Action	Position	Deg /Step	Salary	Loc.	Date Effective	Date Term.	Discussion
1	Aksanova, Mariya	Approve	Payroll Clerk	N/A	\$55,000.00 prorated @ \$27,500.04	Business Office	01/03/2017	06/30/2017	Replaces CB
2	Monks, Samantha	Amend	Paraprofessional	N/A	\$21.50 hourly	Cedar Hill	10/05/2016	12/31/2016	Supersedes action on 10/18/2016: L.3.11
3	Monks, Samantha	Approve	Special Education Teacher	BA/3	\$52,064.00 prorated @ \$31,238.40	Hilldale	01/03/2017	06/30/2017	Replaces WT
4	Chinchilla, Pricila	Approve	Science STEM Teacher	BA/3	\$52,064.00 prorated @ \$26,032.00	Lazar	02/01/2017	06/30/2017	Replaces DH
5	Knight, Gillian	Amend	Long Term Substitute Special Education	N/A	\$260.32 per diem	Woodmont	09/01/2016	01/31/2017	Supersedes action on 09/06/2016; L.3.10 Replaces RB
6	Wyckoff, Kristin	Approve	Long Term Substitute Special Education Teacher	N/A	\$260.32 per diem	William Mason	01/06/2017	05/19/2017	Replaces TP
7	DiMaggio, Carolina	Approve	ESL Teacher Part Time	BA/3	\$34,882.88 prorated @ \$20,406.42	Cedar Hill	01/06/2017	06/30/2017	Replaces KM .67 FTE
8	Daher, Tonya	Approve	12 Month Secretary	Step 7	\$39,965.00 prorated @ \$19,481.89	MTHS	01/06/2017	06/30/2017	Replaces CL
9	Wang, Janice	Approve	Paraprofessional	N/A	\$21.50 hourly	Valley View	01/03/2017	06/30/2017	Replaces MM Not to exceed 38 combined hours weekly
10	Wang, Yu	Approve	Paraprofessional	N/A	\$19.24 hourly	MTHS	01/03/2017	06/30/2017	New unbudgeted position Not to exceed 32.5 hours weekly
11	Bradley, Joelle	Approve	Paraprofessional	N/A	\$19.24 hourly	Cedar Hill	01/03/2017	06/30/2017	Not to exceed 32.5 hours weekly Replaces SM
12	Shondel, Kristine	Approve	Extra Curricular Personal Nurse	BA/7	\$38.62 hourly	Lazar	01/18/2017	01/08/2017	Accompany student to choir concert
13	Monaco, Tara	Approve	1/6 Salary Adjustment School Psychologist	MA30/18	\$16,697.50 prorated @ \$10,018.56	District	01/03/2017	05/09/2017	Replaces CT
14	Pettit, Larry	Approve	1/6 Salary Adjustment School Psychologist	MA30/15	\$14,325.33 prorated @ \$8,595.24	District	01/03/2017	05/09/2017	Replaces CT
15	Pisauro, Lee-Ellen	Approve	1/6 Salary Adjustment School Psychologist	MA30/18	\$16,697.50 prorated @ \$10,018.56	District	01/03/2017	05/09/2017	Replaces CT
16	Romeo, Jeanne	Approve	1/6 Salary Adjustment School Psychologist	MA30/18	\$16,697.50 prorated @ \$10,018.56	District	01/03/2017	05/09/2017	Replaces CT
17	Kazmi, Saira	Approve	MEDLC Aide	N/A	\$13.50 hourly	Hilldale	12/21/2016	06/30/2017	
18	Zangrilli, Karen	Approve	MEDLC Co-Head Teacher	N/A	\$28.50 hourly	Cedar Hill	01/04/2017	06/30/2017	
19	Racioppi, Eileen	Amend	MEDLC Co-Head Teacher	N/A	\$28.50 hourly	Cedar Hill	09/01/2016	01/02/2017	Supersedes action on 08/23/2016; L.7.86
20	Racioppi, Eileen	Approve	MEDLC Teacher Aide	N/A	\$20.60 hourly	Cedar Hill	01/03/2017	06/30/2017	

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Code	Name	Action	Position	Deg /Step	Salary	Loc.	Date Effective	Date Term.	Discussion
21	Testa, Matthew	Amend	Long Term Substitute Phys Ed	N/A	\$260.32 per diem	Lazar	12/19/2016	04/26/2017	Supersedes action on 11/01/2016;L.3.6
22	Daher, Tonya	Approve	12 Month Secretary	Step 7	\$153.71 per diem	MTHS	12/19/2016	12/23/2016	Not to exceed 2 days for transition
23	Conforth, Alexandria	Approve	Long Term Substitute Special Education Teacher	N/A	\$260.32 per diem	Woodmont	01/03/2017	04/04/2017	Replaces ME

L.4 Adjustments, Stipends, Degree Changes

RESOLVED, that the Montville Township Board of Education approve the following:

Code	Name	Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Term.	Discussion
1	Vila, Thomas	Amend	Student Council Co-Advisor	N/A	\$874.00 prorated @ \$437.00	Lazar	09/01/2016	12/31/2016	Supersedes action on 05/17/2016; L.4.71
2	Sturdy-Lange, Kelly	Amend	Student Council Co-Advisor	N/A	\$1092.50	Lazar	09/01/2016	06/30/2017	Supersedes action on 05/17/2016; L.4.73
3	Holman, Jessica	Amend	Student Council Co-Advisor	N/A	\$1092.50	Lazar	09/01/2016	06/30/2017	Supersedes action on 05/17/2016; L.4.72
4	Magsamen, Elizabeth	Rescind	Math 24 Advisor	N/A	\$1,203.00	Valley View	09/01/2016	06/30/2017	5/17/2016 agenda
5	Falk, Amy	Approve	Math 24 Advisor	N/A	\$1,203.00	Valley View	09/01/2016	06/30/2017	Post Approve
6	Lamonica, Connie	Amend	Treasurer/Bursar Stipend	N/A	\$2,561.00 prorated @ \$1,280.50	MTHS	09/01/2016	12/31/2016	Supersedes action on 05/17/2016; L.4.126
7	Vargo, Garrett	Amend	Assistant Percussion Caption Head	N/A	\$4,000.00	MTHS	07/01/2016	06/30/2017	Supersedes action on 07/19/2016;L.4.8 Non MTEA Summer \$800.00 Fall \$2,500.00 Winter/Spring \$700.00
8	Perrone, Laura	Amend	Assistant Colorguard Caption Head	N/A	\$4,000.00	MTHS	07/01/2016	06/30/2017	Supersedes action on 07/19/2016;L.4.9 Non MTEA Summer \$800.00 Fall \$2,500.00 Winter/Spring \$700.00

L.5 Appointment of Substitutes

RESOLVED, that the Montville Township Board of Education approve the following Substitutes:

Code	Name	Action	Position	Deg /Step	Salary	Loc.	Date Effective	Date Term.	Discussion
1	Houston, Eileen	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	12/21/2016	06/30/2017	\$90.00 per diem after 10 cumulative days of work

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Code	Name	Action	Position	Deg /Step	Salary	Loc.	Date Effective	Date Term.	Discussion
2	Krentz, Nicholas	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	12/21/2016	06/30/2017	\$90.00 per diem after 10 cumulative days of work
3	Carangelo, Anthony	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	12/21/2016	06/30/2017	\$90.00 per diem after 10 cumulative days of work
4	DiMaggio, Carolina	Approve	Substitute Teacher	N/A	\$80.00 per diem	Cedar Hill	01/03/2017	01/05/2017	

L.6 Volunteer Coaching Staff

RESOLVED, that the Montville Township Board of Education approve volunteer coaching staff within select athletic programs, for the 2016-2017 Season, as follows:

- Trzepinska, Christopher – Golf
- Vallery, Ryan – Golf
- Brown, Kevin – Golf

L.7 Employment Separation Agreement Approval – Employee # 6931

BE IT RESOLVED, that the Montville Township Board of Education hereby approves the attached Employment Separation Agreement and Release with Employee 6931; and

BE IT FURTHER RESOLVED that the Montville Township Board of Education hereby accepts Employee 6931’s irrevocable resignation effective February 28, 2017; and

BE IT FURTHER RESOLVED that the Montville Township Board of Education authorizes the Board President and the Business Administrator/Board Secretary to execute the Employment Separation Agreement and Release on behalf of the Board; and to take such further steps as may be necessary to effectuate the within Employment Separation Agreement and Release and carry out this action of the Board.

M. CURRICULUM / INSTRUCTION / TECHNOLOGY

Mr. Palma – Chair, Mr. O’Brien, Dr. Modrak, Mr. Grau

M.1 Professional Day Travel, pursuant to, or in excess of Policies #0147, 3440, 4440

RESOLVED, that the Montville Township Board of Education approve the following:

Code	Name	Action	Location	Estimated Cost	Destination	Date Effective	Date Term.	Funding
1	Clark, Grace	Approve	Wayne, NJ	\$164.26	Language Acquisition Through Motor Planning Extended Course	03/07/2017	03/08/2017	Title IIA
2	Serwick, Gail	Approve	New Brunswick, NJ	\$645.00	Strengthen Students’ Functional Vision and Visual Perceptual Skills to Increase Student Learning	02/13/2017	02/14/2017	Title IIA
3	Wigley, Elizabeth	Approve	West Orange, NJ	\$250.27	Practical Strategies to Address Challenges of Today’s School Nurse	03/01/2017	03/01/2017	Title IIA
4	Kelly, Jennifer	Approve	West Orange, NJ	\$245.00	Early Intervention Strategies to Help Young Children with Challenging Behaviors	02/13/2017	02/13/2017	Title IIA
5	Santiago, Candace	Approve	West Orange, NJ	\$245.00	Early Intervention Strategies to Help Young Children with Challenging Behaviors	02/13/2017	02/13/2017	Title IIA
6	D’Angelo, Jessica	Approve	Whippany, NJ	\$209.00	The 33 rd Annual WINNERS! Workshop: A Closer Look at the 100 Best Books for Children	05/12/2017	05/12/2017	Title IIA

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7	Dubreuil, Olesya	Approve	New Brunswick, NJ	\$245.00	Timesaving Strategies to Integrate Your SLP Interventions Into Classrooms	02/07/2017	02/07/2017	Title IIA
8	Rittenhouse, Lauren	Approve	New York, NY	\$249.00	NAEA National Convention	03/02/2017	03/04/2017	Title IIA
9	Meng, Liping	Approve	Iselin, NJ	\$159.70	FLENJ Annual Conference	03/31/2017	04/01/2017	Title IIA
10	Koch, Julia	Approve	Iselin, NJ	\$150.00	FLENJ Annual Conference	03/31/2017	04/01/2017	Title IIA
11	Barreiros, Maria Carmen	Approve	Iselin, NJ	\$200.00	FLENJ Annual Conference	03/31/2017	04/01/2017	Title IIA
12	Larkin, John	Approve	Lodi, NJ	\$161.40	Creating Engaging Learning Environments	03/02/2017	03/02/2017	Title IIA
13	Raj, Toni-Ann	Approve	Whippany, NJ	\$209.00	The 33 rd Annual WINNERS! Workshop: A Closer Look at the 100 Best Books for Children	05/12/2017	05/12/2017	Title IIA
14	Young, Janet	Approve	New Brunswick, NJ	\$245.00	Timesaving Strategies to Integrate Your SLP Interventions Into Classrooms	02/07/2017	02/07/2017	Title IIA
15	Barmore, Debra	Approve	Neptune, NJ	\$19.75 (mileage only)	2017 Statewide Preschool Nurses Meeting	02/15/2017	02/15/2017	Title IIA
16	Servino, Joanna	Approve	New York, NY	\$90.00 (mileage only)	NECTFL Annual Conference	02/09/2017	02/11/2017	Title IIA
17	Koch, Julia	Approve	New York, NY	\$90.00 (mileage only)	NECTFL Annual Conference	02/09/2017	02/11/2017	Title IIA

M.2 Contracted Special Services

RESOLVED, that the Montville Township Board of Education approve the following special education contracted services:

Code	Vendor	Action	Services	Cost	Student(s)	Date Effective	Date Term.	Discussion
1	Pediatric Neurological Associates	Approve	Neurological Evaluation	\$500.00	40119	12/21/2016	01/31/2017	
2	St. Joseph's Hospital	Approve	Neurological Evaluation	\$450.00	103731	12/21/2016	01/31/2017	
3	Dr. Faber	Approve	Psychiatric Evaluation	\$550.00	103848	12/21/2016	01/31/2017	
4	Dr. Platt	Approve	Psychiatric Evaluation	\$600.00	101526	12/21/2016	01/31/2017	
5	Dr. Jacobs	Approve	Neuropsychiatric Evaluation	\$600.00	103858	12/15/2016	12/15/2016	Post Approve
6	Brookfield Schools	Approve	Home Instruction	\$2,940.00	50119	12/12/2016	01/27/2017	Post Approve Student in Partial Hospitalization Program

M.3 Approval of Field Trips

RESOLVED, that the Montville Township Board of Education approve the following in accordance with Policy 2340:

Code	School: Grade/Club/Team (Advisor)	Destination	Transportation Funding	Admission Fee Funding	Accommodations Funding
1	MTHS/DECA	Kean University, Union, NJ	School Budget	School Budget	N/A
2	Valley View - Grade 4 (Caravello/Streep/Gearing/Zurawlos/Sands)	Planetarium Dome Theater @ Valley View School, Montville, NJ	N/A	Pupil	N/A

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3	Woodmont - Grade 2 (Torrissi/Stevens/Dupree/Tsukamoto)	Montville Community Park, Montville, NJ/ Mayo Performing Arts, Morristown, NJ	Pupil	HSA/PTA	N/A
4	MTHS Life Skills (Fallon)	Lazar Middle School, Montville, NJ	N/A	N/A	N/A
5	Cedar Hill – Grade 1 (Nosti)	Montville Community Park, Montville, NJ/Mayo Performing Arts, Morristown, NJ	Pupil	Pupil	N/A
6	Cedar Hill – Grade 2 (Cardillo/Dawson/Zangrilli)	Veteran’s Field – Green Meadows, Parsippany, NJ	Pupil	Pupil	N/A
7	MTHS – Forensics (Gormley/Iannelli)	Freehold Township High School, Freehold, NJ	School Budget	N/A	N/A
8	MTHS – Forensics (Gormley/Iannelli)	Ridge High School, Basking Ridge, NJ	School Budget	N/A	N/A
9	MTHS – Grades 11 & 12 (Porter/Zappo)	Metropolitan Museum of Art, New York, NY	Pupil	Pupil	N/A

M.4 Reserved - Uncompensated Placements (Student Teachers, Interns, Externs, Volunteers) – (No Action)

M.5 Out-of District Placement

RESOLVED, that the Montville Township Board of Education approve the following student out of district placements based upon NJ Department of Education Maximum:

Code	School	Action	SY Tuition	Additional Services	ESY Tuition	Student(s)	Date Effective	Date Term.	Discussion
1	Cornerstone Day School	Rescind	\$81,455.00	\$41,740.00		30112	07/01/2016	06/30/2017	Supersedes action on 6/21/2016; Res: M.5.34
2	Benway School	Approve	\$69,952.32 Prorated @ \$41,513.76			30112	11/30/2016	06/30/2017	Post Approve 2016-2017 Tuition Student Changed Schools

M.6 Approval of Program of Studies

RESOLVED, that the Montville Township Board of Education approve the 2017-2018 District Program of Studies (**Document M.6**) for the Montville Township High School.

M.7 Approval of Gifted and Talented Program

RESOLVED, that the Montville Township Board of Education approve Grades K-12 Gifted and Talented Program Identification and Curriculum Guidelines for the 2017-2018 school year (**Document M.7**).

N. POLICY

Mr. Morella – Chair, Mr. Palma, Mr. Johnson, Dr. Cortellino

N.1 Reserved - Introduction of Bylaws, Policies, and Regulations – (No Action)

N.2 Reserved - Adoption of Bylaws, Policies, and Regulations – (No Action)

N.3 Approval of Job Descriptions

Resolved that the Montville Township Board of Education approve the following updated job

descriptions (**Documents N.3**):

- Information Technology Services Systems Administrator
- Information Technology Services Senior Support Specialist
- Information Technology Services Support Specialist
- Information Technology Services Student Information System Specialist
- Secretary to Director of School Counseling
- Secretary to to Counselors (Transcripts)
- Advisor – Class Council – High School
- Advisor – Drama Club – High School
- Advisor – Journalism Club – Elementary
- Advisor – Maboroshi Club – High School
- Advisor – Math 24 - Elementary
- Advisor – Pit Orchestra – High School
- Advisor – Theater Arts Business Manager
- Advisor – World Language Honor Society

O. RESERVED - CLOSED SESSION – (NO ACTION)

ROLL CALL VOTE: Resolutions I – O and the Addendum:

	YES	NO	ABSTAIN	ABSENT	REMARKS
Charles Grau	X				
John Morella	X				
Karen Cortellino	X				Abstain on Check # 84143.
Michael Johnson	X				
David Modrak	X				
Michael O'Brien	X				
Michael Palma	X				
Carmela Novi	X				
Matthew Kayne	X				

Resolutions were approved on a 9 - 0 roll call vote except as noted.

Member Cortellino commended the superintendent on a job well done concerning the recent district job description updates.

P. OLD BUSINESS

None.

Q. GENERAL BOARD COMMENTS / NEW BUSINESS

None.

R. PUBLIC PARTICIPATION

Two members of the public spoke regarding the following topics:

- Board support of Mustang’s MTHS school spirit initiative
- Need for weight room reconditioning and new weight room equipment.

The board and administration then responded to the public’s comments.

S. ADJOURNMENT

There being no further matters to discuss, on a motion by Member Grau, second by Member Morella, the meeting was adjourned at 8:23 p.m. The motion was approved by unanimous voice vote.

Respectfully submitted,

James T. Tevis
School Business Administrator/
Board Secretary