

MONTVILLE TOWNSHIP BOARD OF EDUCATION

REGULAR PUBLIC SESSION - MEETING MINUTES

March 21, 2017

Executive Session 7:00 p.m. | Public Session 7:45 p.m.

Montville Township Municipal Building

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) *Student Matter; and*
- 3) *Legal Update: Judge Reed Correspondence; and*
- 4) *Safety & Security Access Related Parent Complaint.*

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 Morella, to reenter from executive session at 7:52 p.m. The motion was approved by unanimous vote.

President Kayne reconvened the meeting to order at 7:53 p.m.

BOE ROLL CALL:

	<u>Present</u>	<u>Absent</u>
Dr. Cortellino	<u>X</u>	_____
Mr. Grau	<u>X</u>	_____
Mr. Johnson	<u>X</u>	_____
Dr. Kayne	<u>X</u>	_____
Dr. Modrak	<u>X</u>	_____
Mr. Morella	<u>X</u>	_____
Mrs. Novi	<u>X</u>	_____
Mr. O'Brien	<u>X</u>	_____
Mr. Palma	<u>X</u>	_____
Bayann Amer	<u>X</u>	_____
Jonathan Kraft	<u>X</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.

E. HIGH SCHOOL STUDENT REPRESENTATIVES REPORT

The student representatives reported on the following items:

- Spring Sports Update
- Forensics Team Update
- Staff vs. Student Basketball Game Update
- Senior Class Color Run Fundraiser – April 1st.

BOARD PRESIDENT COMMENTS

- He noted that board members went to see posters on display at the high school media center for the National History Day showcase.
- He noted that the board is continuing the transition from paperless board meetings to Board Docs.

F. SUPERINTENDENT'S REPORT

The superintendent reported on the following item:

Remarks

- Noted that she received a letter from NJSBA regarding the board president who will be recognized and receive his Certificated Board Member award in April.

Presentations

- Presentation on Submission of Tentative 2017-2018 Annual School Budget- Dr. René Rovtar and Mr. James Tevis
 - ❖ Highlights of the presentation were as follows:
 - District Goals 2016-2017
 - Elementary School Proposals
 - Middle School Proposals
 - High School Proposals
 - Special Services Proposals
 - Technology Proposals
 - Athletic Proposals
 - District Curriculum Development
 - Proposed Budget Constraints
 - Capital and Maintenance Initiatives
 - Capital and Maintenance Initiatives Referendum – September 26, 2017
 - State Aid Comparison
 - Proposed Budget Financial Highlights
 - Shared Services
 - Tax Levy Impact Comparison
 - Board members’ questions and comments:
 - Member Palma inquired about the passing of the three referendum questions, and the superintendent responded that voters will have to pass Questions #1 in order for Questions #2 and/or #3 to also pass.
 - Member Cortellino commented that referendum Question #2 should read as Gymnasium Renovations and Multi-Purpose Rooms not just Gymnasium Renovations. She then noted that these renovations will not only benefit the schools but also benefit the public community’s use of the facilities. The superintendent noted that she will update the presentation before posting it to the district’s website.
 - Member Cortellino thanked the superintendent and the business administrator for utilizing shared services.
 - Member Cortellino inquired about the difference between General State Aid and Extraordinary Aid. The business administrator responded that that General State Aid is guaranteed at the time State Aid is released typically two days after the Governor’s Address in February. Extraordinary Aid however, is an unguaranteed pot of money that the State has been allocating each year. Applications must be submitted for district’s seeking a portion of this aid. The aid is formula driven and allocated based on the number of applicant’s received. Member Grau added that the minimum reimbursement threshold is costs in excess of \$55,000 for Special Education related expenses for classified students.

- The board president commented that it is difficult to implement items like Next Generation Science Standards in the budget when we have to stay within the 2% Local Tax Levy Cap.
- Member Grau thanked the superintendent and her staff for putting the presentation together.
- The board president thanked the superintendent, the business administrator and their staff.

Good News and Progress in our Schools

- Valley View - The 26.2 Miles for 26 Days of Giving Thanksgiving Food Drive made it onto the Interfaith Food Pantry's Food Drive Honor Roll. Here at Valley View we collected 870 pounds of food topping our total from last year by about 70 pounds and landing us 8th in the county for our efforts. A big thanks to everyone who contributed and supported this endeavor.
- Cedar Hill - In Science, the 5th grade classes are studying various land/water biomes. By incorporating STEM, students are working together to create 3-D dioramas of biomes such as the tundra, desert, rainforest, forest, deep sea, river, and taiga. While working collaboratively, 5th graders plan, research, build, create, and present their designated biome to the class, becoming experts. The dioramas will be displayed for the school to see.
- Cedar Hill - The students in Mrs. Work's and Mr. Haugh's fourth grade did an unbelievable job presenting their biographies from the first person point of view. They wrote the report index cards with adequate spacing so it could read easily and look up at the audience often. Some children dressed up while others brought in props. Each child also created a poster with a paragraph (written in the third person), a symbol, and a picture of their person. The children were very respectful as they listened attentively to their classmates' speeches. They learned about Amelia Earhart, Benjamin Franklin, Walt Disney, Anne Frank, Milton Hershey, Cleopatra, Elizabeth Blackwell, Steven Spielberg, Michele Obama, Martin Luther King, Jr., Marie Currie and more. It was a huge success, and now the parents are enjoying the DVD which was made of the presentations.
- Cedar Hill - The students in Mrs. Work's and Mr. Haugh's fourth grade did an unbelievable job presenting their biographies from the first person point of view. They wrote the report index cards with adequate spacing so it could read easily and look up at the audience often. Some children dressed up while others brought in props. Each child also created a poster with a paragraph (written in the third person), a symbol, and a picture of their person. The children were very respectful as they listened attentively to their classmates' speeches. They learned about Amelia Earhart, Benjamin Franklin, Walt Disney, Anne Frank, Milton Hershey, Cleopatra, Elizabeth Blackwell, Steven Spielberg, Michele Obama, Martin Luther King, Jr., Marie Currie and more. It was a huge success, and now the parents are enjoying the DVD which was made of the presentations.
- Cedar Hill - The students in Mrs. Work's and Mr. Haugh's fourth grade are reading Washington Crossing the Delaware to supplement our studies of the Revolutionary War. The students are pretending to be a soldier and writing a letter to their family in another person's voice as was indicated in the book that was read. They are staining paper with tea and copying their letters on the wrinkled paper to simulate an authentic historic look. They are very enthusiastic about this project.

BUSINESS ADMINISTRATOR’S REPORT

The business administrator gave the following update regarding the referendum:

- The district’s architects have started to submit applications to the Department of Education. In total, there will be twenty-one (21) applications, seven (7) for referendum Question #1 and an additional fourteen (14) for referendum Questions #2 and #3.

G. COMMITTEE REPORTS

G.1 Finance and Facilities

Member Grau noted that he has reviewed revised minutes for the past two-committee meetings. He requested that with his next update, the business administrator copy the Board with the committee minutes from these meetings that he had not been previously disseminated. He then noted that most of the information discussed at the last meeting was included in the budget presentation.

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:

- **DAC** – Michael Palma
 - Member Palma noted that a DAC sponsored an event regarding drug abuse was held at Montville Township High School. He reported that it was very informative and well attended. He also noted that the next event discussing the opiate epidemic in Morris County will be held on Tuesday, April 25th. Registration is required.
 - The board president noted that Member Johnson and Member Morella have been selected as delegate liaisons for the Mayor's Task Force of Opioid Abuse.
- **MCSBA** – Karen Cortellino
 - Member Cortellino noted that a meeting is scheduled for March 22nd at Farleigh Dickinson University to discuss changing student enrollment, PILOT (Payment in Lieu of Taxes) program, and opportunities in the U.S.

G.8 PTC Liaisons

- **High School** – Michael O’Brien
 - Member O’Brien noted that a meeting was held on March 16th at which the topic of parents concerns about PARCC testing was discussed. He then noted that the next day, there was an article in the paper discussing a resolution being passed last week for the State to amend/withdraw PARCC as a graduation requirement. He added that this is a topic of great concern.
- **Woodmont** – Michael Palma
 - Member Palma noted that a meeting will be held on March 22nd.

G.9 Reserved – Negotiations – (No Action)

G.10 Additional Reports

- Member Modrak noted his, the board president, and Member Cortellino’s attendance at the recent zoning board of adjustments meeting held on March 16th, where Avalon Bay developers discussed their proposal to build 349 non-age restricted multi-family units. He then noted that the zoning board will be voting on this topic at the May 3rd meeting.

H. PUBLIC PARTICIPATION

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

Motion by Member Morella, second by Vice President Novi to accept the recommendation of the superintendent and adopt items J-O:

I. RESERVED– MINUTES – (No Action)

J. ADMINISTRATIVE

J.1 Reserved - Gifts, Grants and Donations – (No Action)

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 March 17, 2017, 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 March 3, 2017 to March 17, 2017.

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 February 22, 2017 – March 14, 2017 that shall be made a part of this record (**Document K.1**).

General Fund (10)	In the amount of \$	1,226,962.41
Special Revenue Fund (20)	In the amount of \$	94,479.93
Capital Projects Fund (30)	In the amount of \$	-
Debt Service Fund (40)	In the amount of \$	-
Food Service Fund (60)	In the amount of \$	74,798.24
MEDLC Fund (61)	In the amount of \$	6,701.77
SUB – TOTAL:	\$	1,402,942.35
Payroll – February	In the amount of \$	4,687,371.46
TOTAL	\$	6,090,313.81

K.2 Transfer of Funds – February, 2017

RESOLVED, that the Montville Township Board of Education ratifies budget transfers for the period ending **February, 2017** as listed on (**Document K.2**).

K.3 Financial Reports – February, 2017

WHEREAS, the Montville Township Board of Education has received the **Report of the Board Secretary** and the **Treasurer’s Report** for the month of **February, 2017** (**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 Reserved - Use of Facility Requests – (No Action)

K.5 Contracted Services Approval – School/Instruction Related Functions

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

Code	Vendor Name	Services	Cost	Funding	School	Date Effective	Date Term.	Discussion
1	Paper Mill Playhouse	Field Trip	\$541.50	Student Activity	Cedar Hill	04/01/2017	04/30/2017	Kindergarten Field Trip
2	Indian Head Camp	Marching Band	\$26,250.00	Band Boosters	MTHS	08/01/2017	08/31/2017	Marching Band Retreat

BE IT FURTHER RESOLVED, that the Board President and/or School Business Administrator are authorized to execute corresponding contract agreements (if applicable) on behalf of the Board of Education.

K.6 Construction Project Closeout: MTHS Auditorium Lighting/Sound Upgrades

RESOLVED, that the Montville Township Board of Education approve the close out of the Montville Township High School Auditorium Lighting/Sound Project, inclusive of budgeted change order improvements, as follows:

Original Construction Contract (M. Cramer & Associates)	\$ 303,064.00
Total Change Orders:	\$ 67,604.96
Contract Contingency Change Orders Allowance:	<u>\$ (20,000.00)</u>
Total Adjusted Contract:	\$ 350,668.96

K.7 Adoption of Preliminary Proposed Budget: 2017-2018

BE IT RESOLVED, that the tentative budget be approved for the 2017-2018 School Year using the 2017-2018 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2017-2018 Total Expenditures	74,697,636	955,722	2,474,956	78,128,314
Less: Anticipated Revenues	<u>7,161,313</u>	<u>955,722</u>	<u>153,482</u>	<u>8,270,517</u>
Taxes to be Raised	<u>67,536,323</u>	<u>0</u>	<u>2,321,474</u>	<u>69,857,797</u>

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Montville Township Board of Education, Montville, New Jersey on May 2, 2017 at 7:45 p.m. for the purpose of conducting a public hearing on the budget for the 2017-2018 School Year.

BE IT FURTHER RESOLVED, that there should be raised for the General Fund a tax levy of \$67,536,323 for the ensuing School Year (2017-2018).

BE IT FURTHER RESOLVED, that the Montville Township Board of Education approves the following capital projects for the 2017-2018 school year:

- HD - Media Center/Small Group Instruction Project \$ 135,000
- WM - Reconfigure Drop Off Area Project \$ 25,000

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- HS - Weight Room Rubberized Floor Project \$ 20,000
- HS - Remove Wall Between Spin & Weight Room Project \$ 25,000
- HS - Remove Carpeting from Guidance & CST Project \$ 15,000
- District - Parking Lot Repairs/Paving Project \$ 70,000
- District - Security Measure Intercom Replacement Project
(Select Elementary Schools & High School) \$ 250,000.

BE IT FURTHER RESOLVED, that the Montville Township Board of Education requests the approval of a capital reserve withdrawal in the amount of \$470,000.00 in order to utilize these funds for the following projects in the 2017-2018 school year:

- HD - Media Center/Small Group Instruction Project \$ 135,000
- WM - Reconfigure Drop Off Area Project \$ 25,000
- HS - Weight Room Rubberized Floor Project \$ 20,000
- HS - Remove Wall Between Spin & Weight Room Project \$ 25,000
- HS - Remove Carpeting from Guidance & CST Project \$ 15,000
- District - Security Measure Intercom Replacement Project
(Select Elementary Schools & High School) \$ 250,000.

WHEREAS, the Montville Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$100,000 for all staff and board members.

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations:

Legal \$ 365,400

Accounting \$ 44,760
 Architect (general) \$ 600
 Prof Dev \$ 89,400; and

WHEREAS, the Administration needs to notice the board if there arises a need to exceed said maximums. Upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW, THEREFORE, BE IT RESOLVED, that the Montville Township School District Board of Education establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2017-2018 school year.

K.8 Public Hearing: 2017-2018 Proposed Budget

RESOLVED, that the Montville Township Board of Education set the date of the Public Hearing for the School Budget for the 2017-2018 school year for May 2, 2017 at 7:45 PM in the Montville Township Municipal Building.

K.9 IDEA Grant - Carryover Application to 2016-2017

RESOLVED, that the Montville Township Board of Education hereby authorizes the submission of an Amendment to the IDEA application for Fiscal Year 2017, and to accept carry over funds from the FY 2016 IDEA Final Report upon the subsequent approval of the Application in the following amount:

- IDEA Public Basic \$ 34,986.00
- IDEA Nonpublic Basic \$ 167.00

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	Noone, Veronica	Medical Leave	Paraprofessional	MTHS	05/31/2017	7	06/09/2017	06/09/2017	N/A	09/01/2017	

2	Dawson, Colleen	Amend Medical Leave	Elementary School Teacher	Cedar Hill	01/03/2017	66	N/A	N/A	N/A	04/17/2017	Post Approve Supersedes action on 02/21/2017; L.1.1
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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	Bernstein, Lauren	Resignation	ABA Paraprofessional	William Mason	03/17/2017	

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	Location	Date Effective	Date Term.	Discussion
1	Dupree, Amanda	Amend	Replacement Paraprofessional	N/A	\$139.75 per diem	William Mason	03/15/2017	05/30/2017	Post Approve Supersedes action on 03/07/2017; L.3.19 Replaces KW
2	Beiermeister, Kimberly	Amend	Long Term Paraprofessional	N/A	\$125.06 per diem	William Mason	01/11/2017	03/14/2017	Supersedes action on 03/07/2017; L.3.20
3	Beiermeister, Kimberly	Amend	Long Term Kindergarten Aide	N/A	\$64.48 per diem	William Mason	03/15/2017	05/30/2017	Supersedes action on 03/07/2017; L.3.21
4	Beiermeister, Kimberly	Amend	Lunch Recess Aide	N/A	\$16.97 hourly	William Mason	03/15/2017	06/30/2017	Supersedes action on 03/07/2017; L.3.22
5	Grossman, Samantha	Approve	MEDLC Aide	N/A	\$10.50 hourly	Hilldale	03/15/2017	06/30/2017	
6	Meenan, Deborah	Amend	1/6 Salary Adjustment School Counselor	MA30/18	\$16,697.50 prorated @ \$3,923.95	Lazar	01/17/2017	03/24/2017	Supersedes action on 03/07/2017; L.3.5
7	Nellessen, Kimberly	Amend	Long Term Substitute Elementary School Teacher	N/A	\$260.32 per diem	Cedar Hill	01/09/2017	04/07/2017	Supersedes action on 02/21/2017; L.3.6

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	Mitsaelides, Andrea	Approve	ELL Adult Workshop	N/A	\$3,000.00	District	01/23/2017	06/07/2017	Post Approve Non MTEA Stipend Title III/Immigrant Funds

Code	Name	Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Term.	Discussion
2	DuBois, Jennifer	Approve	ELL Adult Workshop	N/A	\$3,000.00	District	01/23/2017	06/07/2017	Post Approve Non MTEA Stipend Title III/Immigrant Funds

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	Dupree, Amanda	Approve	Substitute Teacher	N/A	\$80.00 per diem	Woodmont	03/13/2017	03/14/2017	Post Approve Not to exceed 2 days for transition with CW\$90.00 per diem after 10 cumulative days of work

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	Holmes, Helena	Approve	New Brunswick, NJ	\$301.28	2017 Spring Conference Engage and Empower Ells for Excellence	06/01/2017	06/01/2017	Title III & Title IIA
2	Catalano, Laura	Approve	Whippany, NJ	\$209.00	33rd Annual Judy Freeman’s Winners Workshop	05/12/2017	05/12/2017	Title IIA
3	Festa, Matthew	Approve	West Orange, NJ	\$245.00	Accelerate Your Students’ Communicative Proficiency	04/25/2017	04/25/2017	Title IIA
4	Malgeri, Stephanie	Amend	New Providence, NJ	\$775.00	Introduction to PROMPT Technique	03/22/2017	03/24/2017	Professional Growth & 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	Dr. Faber	Approve	Psychiatric Evaluation	\$550.00	103785	04/01/2017	05/12/2017	

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	Woodmont – Grade 5 (Maciorski/Quinn)	Gershwin Theatre, New York, NY	HSA/PTA	HSA/PTA	N/A

2	Woodmont – Grade 5 (Maciorski/Quinn)	Lifetime Fitness, Florham Park, NJ	HSA/PTA	HSA/PTA	N/A
3	Hilldale – Grade 5 (Dedoussis)	Ellis Island/Statue of Liberty, Jersey City, NJ	Pupil	Pupil	N/A
4	Woodmont – Grade 5 (Maciorski/Quinn)	Lazar Middle School, Montville, NJ	School Budget	N/A	N/A
5	MTHS/Lazar – Life Skills (Fallon/Freykar)	Liberty Science Center, Jersey City, NJ	School Budget	School Budget	N/A
6	MTHS Key Club (Nord/Lenox)	Ocean Place Resort & Spa, Long Branch, NJ	School Budget	School Budget/Student Activity	School Budget/Student Activity
7	MTHS/Pathways for Exceptional Children	Lazar Middle School, Montville, NJ	N/A	N/A	N/A

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

M.5 Reserved - Out-of District Placement – (No Action)

M.6 Adoption of Curriculum

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

Code	Name	Action	Date Effective
1	Algebra II – Grades 9-11	Approve	03/22/2017
2	Trigonometry and Discrete Mathematics – Grades 11 & 12	Approve	03/22/2017
3	Probability & Statistics – Grades 11 & 12	Approve	03/22/2017

N. POLICY

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

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

N.2 Adoption of Bylaws, Policies, and Regulations

WHEREAS, the Montville Township Board of Education introduced the following bylaws, policies, and regulations for first reading on **March 07, 2017** and has entertained public comment since that time:

- | | | |
|--------------------------|--|-------------------------|
| Policy 2460 | <i>Special Education</i> | (Document N.2.1) |
| Policy 2467 | <i>Surrogate Parents and Foster Parents</i> | (Document N.2.2) |
| Regulation 2460 | <i>Special Education</i> | (Document N.2.3) |
| Regulation 2460.1 | <i>Special Education–Location, Identification and Referral</i> | (Document N.2.4) |
| Regulation 2460.8 | <i>Special Education–Free and Appropriate Public Education</i> | (Document N.2.5) |
| Regulation 2460.9 | <i>Special Education–Transition from Early Intervention Programs to Preschool Programs</i> | (Document N.2.6) |

Q. GENERAL BOARD COMMENTS / NEW BUSINESS

- Member Cortellino noted her attendance at the high school media center for the National History Day showcase.
- Member Cortellino then noted her and Member Grau's attendance at the Montville MUDD Exhibit on March 16th. She noted how talented the students are and commented on their wonderful artwork.
- Member Cortellino noted that Montville Township High School Teacher, Anthony Sia, was honored with a public service award by the Chamber of Commerce.
- Member Palma noted that Anthony Sia sponsored a School of Rock benefit concert for the MEF.
- Member O'Brien noted that he and Member Grau attended the Chamber of Commerce award ceremony for Anthony Sia.
- Member O'Brien then noted that March 16th included the MUDD Exhibition and School of Rock Benefit Concert along with the National History Day showcase on display, and that it was an overwhelming month of great accomplishments.
- The board president informed that an on-line creative magazine by MTHS students is posted on the district's website.
- The board president reminded the board that the Township of Montville will hold a 150th special anniversary celebration meeting on April 11th.
- The board president reminded board members that CSA evaluations are due to him by April 1st.
- The board president then reminded the board about the Strategic Plan Review for the April 4th meeting.
- A paper agenda was requested for the next board meeting and a discussion ensued.
- The board president thanked Austin Thomsen and Marc Weber from the Technology Department, for assisting this evening with Board Docs.

R. PUBLIC PARTICIPATION

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

S. ADJOURNMENT

There being no further matters to discuss, on a motion by Member Grau, second by Vice President Novi, the meeting was adjourned at 8:43p.m. The motion was approved by unanimous voice vote.

Respectfully submitted,

James T. Tevis
School Business Administrator/
Board Secretary