

MONTVILLE TOWNSHIP BOARD OF EDUCATION

**REGULAR MEETING MINUTES
REGULAR PUBLIC SESSION**

March 22, 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:

- 1) *Superintendent’s Harassment, Intimidation and Bullying (“HIB”) update/recent matters and investigations, if any; and*
- 2) *Litigation – Child M (minor) v. Montville Township Public Schools; and*
- 3) *JCP&L Lazar Power Lines Improvement Project; and*
- 4) *BOE/Township Subcommittee Meeting.*

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 Member Modrak, second by Vice President Novi to reenter from executive session at 7:30 p.m. The motion was approved by unanimous vote.

President Kayne reconvened the meeting to order at 7:37 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> </u>	<u> X </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>
Tasneem Amer	<u> </u>	<u> X </u>
Grace Hartnett	<u> X </u>	<u> </u>

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

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
- Key Club’s Annual Volleyball Marathon Update
- Staff vs. Student Basketball Game Update
- Forensics Team Update

F. SUPERINTENDENT’S REPORT

The superintendent reported on the following items:

Remarks

- Update – One Montville

Presentations

- ShopRite Stars – 3rd Marking Period
 - Academics – Erin Sanzone*
 - Athletics – Kellyanne O’Reilly*
 - Arts – Emily Michalak*
 - Leadership – Nicholas Khalaf*
 - Community Service – Emma Bernstein*
- Presentation on Tentative Annual School Budget for 2016-2017 – Dr. René Rovtar and Mr. James Tevis
 - ◆ The administration responded to the following Board comments:
 - Member Cortellino - Inquired about the tradition of our million dollar budgeted capital and the districts banked cap. The business administrator responded that the proposed capital projects, totaling nearly 1.2 million, is comparable to previous budgets with the exception of 2015-2016 which included the high school media center renovations. He then noted the need to follow up with the banked cap amount of the tentative budget.

- Member Grau – Commented that future budgets will become increasingly difficult to fund with the 2% local tax levy cap restriction. He suggested that more districts are utilizing referendums as a means of meeting both current and long term capital needs. Most of our capital projects qualify for 40% debt service funding which would save a considerable amount of money in of itself. In addition the local funds currently being budgeted for capital projects could be used to instead help offset the general fund expense. The business administrator was then asked to include the following items on the next Finance and Facilities Committee Meeting agenda:
- ▶ The dates each year that referendum votes can be conducted on
 - ▶ A list of outstanding and needed Long Range Facility Plan (LRFP) capital projects
 - ▶ Discussion of a possible referendum for capital projects/repairs.

◆ **Public Participation – Tentative Annual School Budget Presentation**

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

Good News and Progress in our Schools

- Cedar Hill - Jasper the Seeing Eye Puppy returned to the Seeing Eye on March 3rd and the farewell was broadcast on Channel 12 News.
- Cedar Hill - Cedar Hill School is now a member of Atlantic Healthy Schools.
- Cedar Hill - Our students did an amazing job reading biographies, making posters, and presenting their report from the "I" point of view. The students listened attentively and now a DVD is circulating to the parents to watch. They learned a lot by making index cards (numbering them, skipping lines, and drawing small eyes on them to ensure eye contact.)
- Valley View – The Student Council held a drive collecting essentials for the Homeless Bus. The students and their families were very generous.
- Valley View - Students were thanked by Tyrone Steed, Voluntary Service Program Manager of the Department of Veterans Affairs, and Congressman Frelinghuysen for sending Valentines to veterans. Students in Ms. Lauren Rittenhouse’s art classes created colorful, patriotic cards to show our veterans how much we all care about them and appreciate the sacrifices they made for our country. Congressman Frelinghuysen also honored our school with a certificate and an American flag noting that this flag flew over the United States Capitol. Valley View was one of 45 schools that participated in this year’s Valentines for Veterans Program.
- Valley View - The kindergarten classes recently finished their arctic research projects on the ipads for the third year. The kindergarten students used nonfiction books as well as online books to gain facts and information about four arctic animals: polar bears, penguins, arctic fox, and arctic hare. They used these facts to create a nonfiction book on the ipad app storykit. Students created a cover, typed in facts, drew pictures or used the ipad camera to take pictures to match their fact and they used the recording button to record themselves reading their facts. The students had the opportunity to share their research projects with the class.
- Valley View - 50 tickets have been sold so far for the VV Family Night Out to attend a Red Bulls game on Saturday, April 9th.
- Valley View - Our final VV Family Sporting Event is being worked out with the New York Yankees Group Sales Department to see a Yankee game in May.
- Valley View - Math-a-thon envelopes have started coming in and we're hoping for another outstanding year of generosity. So far, we've raised over \$3,000 and envelopes are still coming in.
- Valley View - 4th and 5th Grade members of Valley View's Leadership teams are planning *Art*

Smart Day and a *Drop Everything and Tie Your Sneakers* minute to remind all students to keep em' laced.

- Valley View - FM Friday is a big hit. The 5th Grade Leadership Team came up with the idea of playing music over the PA system after Friday morning messages to help us get in the groove for learning.
- Valley View – The Students are getting WILD in 2nd grade! In Science and Reading workshop in Mrs. Slattery's, Ms. Stuono's, Ms. McFadden's & Mrs. Stewart's classes are packing their bags and taking a trip to the Amazon! Integrating reading and science, students are digging deeper and taking close reads with The Great Kapok Tree and Afternoon on the Amazon. While in science, students are learning the four layers of the rainforest in depth and getting a closer look at some of the animals that call the rainforest canopy their home, such as, the red-eye tree frog, macaw, and sloth!
- MTHS - Two students had work accepted to the extremely prestigious Fresh Perspectives Exhibit at the Morris Museum. Alex Fass – “Thrown in One Piece” & Billy Billand – “Hexagonal Prism” were both accepted to the exhibit. Their ceramics pieces were 2 of the 50 pieces chosen for the exhibit from hundreds of submissions from the entire state. Their work will be on exhibit at the Morris Museum April through June. This is a great accomplishment for both boys as this show is extremely difficult to get in to.
- MTHS - Congratulations to our 2nd Marking Period Character Counts Award recipients, Jacob Mazie (12th) and Eva Werheim (9th).
- MTHS - Last Friday (3/11/16), Key Club ran its annual Volleyball Marathon and raised \$7,000 for Kiwanis International's Eliminate Project. We are extremely proud of the Key Club advisors, Jana Lenox and Maria Nord, and all of the student organizers. We also thank all of the VBM participants and the many Board of Education members who attended the event. Lastly, congratulations to the winning team, Top Gun.
- Lazar – On March 8, 2016 the Science Olympiad team traveled to Middlesex County College to compete in the New Jersey State Finals Science Olympiad Tournament. All team members did a great job! Special Congratulations to Shyam Mehta and Matthew Lorenzo for 1st place in Bottle Rockets, John Susnosky and Thomas Chen for 2nd place in Mystery Architecture, and Lillian Wu and Victoria Wei for 2nd place in Write it/Do it.
- Lazar – This week was a very successful one for Leadership, the Wellness Committee, The School Climate and Culture Team, and Student Council who all teamed up for a project. The students have been talking about wanting more access to water. At the same time, the Wellness Committee had also been speaking about the benefits of students being properly hydrated and its correlation to student success in school. They also wanted to find a way to decrease our plastic waste. This week, all of the groups worked together with help from a Student Council fundraiser, and the PTA agreed to fund one new filtered water fountain where students and staff can refill water bottles. After piloting the first one, we will continue to brainstorm ideas of bringing more of these fountains to Lazar. On March 16, the Student School Climate and Culture Team attended a Student Summit sponsored by the United Way and the Youth Empowerment Alliance, the group we brought in to conduct the School Climate and Culture surveys and oversee the teams. At the summit, the students had a workshop conducted by a very inspirational Jonathan Catherman. They learned of the different characteristics required in order to be effective leaders and live in their strengths. The adults who attended were educated about finding ways to help students find their talent and facilitating students to become leaders, and finally how to let the students be heard and take ownership in their leadership. Each student received a copy of Sean Covey's *The 7 Habits of Highly Effective Teens*.
- Lazar – An MEF grant written by Kelly Sturdy-Lange and Marisa Castronova-Wos was recently

accepted to fund Lazar's very own beehive. All seventh grade classes will be able to use the hive as mini-research station, while studying Colony Collapse Disorder and the importance of bees. The hive is expected to be added to the bee yard of the Weeble Wobble Honey farm in Washington, NJ by the end of the current school year. Plans to paint the hive, name the queen bee, and install a webcam are currently underway.

- Lazar – The Student Council held a fundraiser to help raise money for school improvement projects. A fundraiser was held at Sky Zone in Pine Brook on March 15th. We raised a total of \$947.00 that night! Many thanks to the many students, parents, and staff for supporting this fundraiser!

Suspension / Violence and Vandalism Monthly Reports to the Board of Education

March, 2016	K – 12	Violence Incidents	0	
March, 2016	K – 12	Vandalism Incidents	0	
March, 2016	K – 12	Weapon Incidents	0	
March, 2016	K – 12	Substance Abuse	0	
March, 2016	K – 12	Suspensions	0	(includes in-school and Saturday)

BUSINESS ADMINISTRATOR’S REPORT

No report.

G. COMMITTEE REPORTS

G.1 Finance and Facilities

Member Grau reported that a meeting was held on February 24, 2016, the minutes of which will be forwarded to the Board by the business administrator with his next update.

G.2 Curriculum and Instruction

No report.

G.3 Policy and Personnel

Member Morella commented that a meeting was held on Monday evening for which he would provide a report of at the next board meeting.

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 meeting was reported on:

- **MCSBA** – Karen Cortellino

G.8 PTC Liaisons

The following PTC liaison meeting was reported on:

- **Cedar Hill** – Karen Cortellino

G.9 Reserved – Negotiations

G.10 Additional Reports

No reports.

H. PUBLIC PARTICIPATION

No members of the public in attendance 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:

- March 8, 2016 Executive Session, Regular Meeting
- March 8, 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	Woodmont PTA	Woodmont 5 th Grade/BOE	Tickets for a Broadway Show	
2	Woodmont PTA	Woodmont 5 th Grade/BOE	Charter Buses to NYC	
3	MEF	Lazar/Kelly Sturdy-Lange	Bees and Hive Supplies	
4	Pathways for Exceptional Children/SKC & Co.	MTHS Life Skills Class	Savin Copier	
5	Woodmont PTA	Woodmont 5 th Grade/BOE	Funds for the 5 th Grade Field Trip to Lifetime Fitness	\$2,329.00

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 March 8, 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 February 13, 2016 to March 5, 2016.

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 17, 2016 – March 22, 2016 that shall be made a part of this record (**Document K.1**).

General Fund (10)	In the amount of \$	2,548,464.05
Special Revenue Fund (20)	In the amount of \$	103,587.43
Capital Projects Fund (30)	In the amount of \$	-
Debt Service Fund (40)	In the amount of \$	-
Food Service Fund (60)	In the amount of \$	150,579.82
MEDLC Fund (61)	In the amount of \$	3,444.39
SUB – TOTAL:	\$	2,806,075.69
Payroll – February	In the amount of \$	4,521,263.38
TOTAL	\$	7,327,339.07

K.2 Transfer of Funds – February, 2016

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

K.3 Financial Reports – February, 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 **February, 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 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	Indian Head Camp	Marching Band	\$25,775.00	Band Boosters	MTHS	08/21/2016	08/26/2016	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 Adoption of Preliminary Proposed Budget: 2016-2017

BE IT RESOLVED, that the tentative budget be approved for the 2016-2017 School Year using the 2016-2017 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:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2016-2017 Total Expenditures	73,611,132	955,722	2,540,944	77,107,798
Less: Anticipated Revenues	<u>7,399,050</u>	95,53,722	<u>160,485</u>	<u>8,515,257</u>
Taxes to be Raised	<u>66,212,082</u>	<u>0</u>	<u>2,380,459</u>	<u>68,592,541</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 3, 2016 at 7:30 p.m. for the purpose of

conducting a public hearing on the budget for the 2016-2017 School Year.

BE IT FURTHER RESOLVED, that there should be raised for the General Fund a tax levy of \$66,212,082 for the ensuing School Year (2016-2017).

BE IT FURTHER RESOLVED, that the Montville Township Board of Education approves the following capital projects for the 2016-2017 school year:

- HD – Network Cable Replacement Project \$ 30,000
- WM – Roof Replacement Project \$ 654,000
- LZ – Front Driveway Curbing/Paving Expansion Project \$ 59,000
- LZ – Security Measure Intercom Replacement Project \$ 90,000
- HS – Brick Repointing & Roof Replacement Project \$ 114,625
- District – Parking Lot Repairs/Paving Project \$ 30,000
- District – Security Measure Intercom Replacement Project
(Five Elementary Schools) \$ 140,000.

BE IT FURTHER RESOLVED, that the Montville Township Board of Education requests the approval of a capital reserve withdrawal in the amount of \$908,625.00 in order to utilize these funds for the following projects in the 2016-2017 school year:

- WM – Roof Replacement Project \$ 654,000
- HS – Brick Repointing & Roof Replacement Project \$ 114,625
- District – Security Measure Intercom Replacement Project
(Five Elementary Schools) \$ 140,000.

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)	\$
Prof Dev	\$ 86,910; 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 2016-2017 school year.

K.7 Public Hearing: 2016-2017 Proposed Budget

RESOLVED, that the Montville Township Board of Education set the date of the Public Hearing for the School Budget for the 2016-2017 school year for May 3, 2016 at 7:30 PM in the Montville Township Municipal Building.

K.8 MRESC Cooperative - DRLAP WAN Participation Service Order [SUNESYS]: Pursuant to BOE Approved ‘Master’ Participation Agreement (K.7, 12/02/2014)

WHEREAS, at its December 7, 2014 meeting, the Montville Township Board of Education approved an **Alliance for Competitive Telecommunications Participation Agreement** in conjunction with the Middlesex Regional Educational Services Commission (MRESC) Cooperative Pricing System, in order to upgrade the districts Wide Area Network.

RESOLVED, that the Montville Township Board of Education authorizes a Service Order for the installation and subsequent maintenance of a Fiber Optic, Wide Area Network (WAN) (**Document K.8**), at total monthly cost of \$10,815.00, for a period of Sixty (60) Months, commencing on or about January 1, 2017.

BE IT FURTHER RESOLVED, that the Board President and/or Business Administrator are authorized to execute the contract on behalf of the Board of Education.

K.9 Contract Award: Custodial Operations Consulting Services – Advocate

RESOLVED, that the Montville Township Board of Education approves Advocate School Support Solutions of Toms River, NJ, to provide Request for Proposal (RFP) Process Management for Custodial and Management Services Operations, per their proposal dated March 17, 2016 (**Document K.9**), in the amount of \$6,950.00.

THEREFORE BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in the Daily Record, stating its nature, duration service and amount, and that the resolution and contract are on file in the office of the Board of Education in the following form:

MONTVILLE TOWNSHIP BOARD OF EDUCATION

Notice of Award of Professional Services Contract

At its meeting of March 22, 2016, the Board of Education authorized the awarding of a contract for consulting services to Edvocate School Support Solutions, with offices in Toms River, New Jersey, to provide RFP Process Management for Custodial and Management Services Operations to the district. The contractual amount is approximately \$6,950.00 for the work to be performed. This resolution and contract are on file and available for public inspection at the Board of Education’s offices located at 86 River Road, Montville, New Jersey.

K.10 Interlocal Agreement Renewal – 2016 Township Shared Garbage & Recycling Services

RESOLVED, that the Montville Township Board of Education post-approve an Interlocal Service Agreement (**Document K.10**) with Montville Township for shared garbage and recycling services for a one year period beginning March 1, 2016, at a total cost of \$60,000.00 per year.

BE IT FURTHER RESOLVED, that the Board President and/or Business Administrator are authorized to execute the agreement on behalf of the Board of Education.

K.11 MCIA Capital Lease Agreement - 2015-2016 Technology Equipment

RESOLVED, that the Montville Township Board of Education approves a board resolution (**Document K.11**), authorizing the execution and delivery of agreements in connection with the Morris County Improvement Authority’s 2015 county guaranteed leasing program, contingent upon board attorney review.

K.12 Approve - Unused Vacation Day Payout

RESOLVED, that the Montville Township Board of Education approve unused vacation day payout to the following staff:

Name	Number of Days	Type	Amount
Stecher, Kimberly	5.0	Vacation	\$931.00

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	DeFiori, Christy	Amend Maternity Leave	School Counselor	MTHS	03/14/2016	21	04/25/2016	04/25/2016	N/A	06/06/2016	Supersedes action on 12/15/2015; L.1.3
2	Lisowski, Dana	Amend Maternity Leave	Paraprofessional	Hilldale	03/16/2016	1.5	N/A	N/A	03/18/2016	N/A	Supersedes action on 01/19/2016; L.1.3 Includes the use of 1.5 personal days
3	Musciotto, Paula	Medical Leave	School Counselor	MTHS	04/05/2016	N/A	04/04/2016	N/A	N/A	06/13/2016	

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	DiGiacomo, Joseph	Retirement	School Counselor	MTHS	07/01/2016	
2	Damion, Nicole	Resignation	Paraprofessional	Valley View	04/08/2016	
3	LoDolce, Kevin	Resignation	Paraprofessional	William Mason	03/17/2016	Post Approve
4	Sands, Nicholas	Resignation	Physical Education Teacher	Lazar	05/10/2016	
5	Cruse, Bernadette	Retirement	Custodian	Valley View	06/30/2016	
6	Baldino, Michele	Retirement	Family & Consumer Science Teacher	MTHS	07/01/2016	
7	Loewrigkeit, Nicole	Resignation	Paraprofessional	William Mason	04/15/2016	

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
1	Carle, June	Approve	Confidential Secretary	N/A	\$48,000.00 prorated @ \$12,000.00	Central Office	04/04/2016	06/30/2016	
2	Carle, June	Approve	Confidential Secretary	N/A	\$184.62 per diem	Central Office	03/28/2016	04/01/2016	Not to exceed 2 days for training
3	Brennan, Michael	Amend	Maintenance	Step 3	\$39,540.00 prorated @ \$12,292.90	District	03/09/2016	06/30/2016	Supersedes action on 03/08/2016; L.3.8 Includes \$500.00 for Black Seal
4	Ezzi, Laura	Amend	Lunch/Recess Aide	N/A	\$16.55 hourly	Hilldale	08/31/2016	03/11/2016	Supersedes action on 10/06/2015; L.7.4
5	Ezzi, Laura	Approve	Paraprofessional	N/A	\$18.77 hourly	Hilldale	03/14/2016	06/30/2016	Post Approve Not to exceed 32.5 hours weekly New unbudgeted position

Code	Name	Action	Position	Deg /Step	Salary	Loc.	Date Effective	Date Term.	Discussion
6	Cangialosi, AmyLynn	Approve	Long Term Substitute Paraprofessional	N/A	\$136.31 per diem	Hilldale	04/05/2016	06/30/2016	Not to exceed 32.5 hours weekly Replaces DL
7	Foli, Lauren	Approve	Extracurricular Activities Aide	N/A	\$20.97 hourly	Lazar	03/14/2016	06/30/2016	Post approve Not to exceed 2 hours weekly
8	Canticas Tsantakis, Amanda	Approve	Extracurricular Activities Aide	N/A	\$20.97 hourly	Lazar	02/25/2016	06/30/2016	Post approve Not to exceed 2 hours weekly
9	Chierici, Matthew	Approve	Paraprofessional	N/A	\$20.97 hourly	Lazar	03/16/2016	06/30/2016	Not to exceed 32.5 hours weekly Replaces MC
10	Brown, Kevin	Approve	Long Term Substitute Phys Ed	N/A	\$256.81 per diem	MTHS	05/09/2016	06/30/2016	Replaces KR
11	Monks, Samantha	Approve	Long Term Substitute Paraprofessional	N/A	\$136.31 per diem	Hilldale	04/18/2016	06/30/2016	Not to exceed 32.5 hours weekly Replaces DA

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	Carlucci, Victoria	Approve	Morning Bus Supervision Substitute	N/A	\$7.00 per diem	Woodmont	02/24/2016	06/30/2016	Post Approve
2	Rutkowitz, Claire	Approve	Morning Bus Supervision Substitute	N/A	\$7.00 per diem	Woodmont	02/24/2016	06/30/2016	Post Approve
5	McClosky, Naomi	Amend	1/6 Salary Adjustment Guidance	MA30/18	\$16,574.17 prorated @ \$5,966.71	MTHS	03/14/2016	06/30/2016	Supersedes action on 01/19/2016; L.4.16
6	Glennon, Rebecca	Amend	1/6 Salary Adjustment Guidance	MA/5	\$9,925.33 prorated @ \$3,573.15	MTHS	03/14/2016	06/30/2016	Supersedes action on 01/19/2016; L.4.17
7	DiGiacomo, Joseph	Approve	1/6 Salary Adjustment Guidance	MA30/18	\$16,574.16 prorated @ \$3,894.92	MTHS	04/05/2016	06/10/2016	
8	Levy, Leslie	Approve	1/6 Salary Adjustment Guidance	MA30/9	\$10,873.67 prorated @ \$2,555.33	MTHS	04/05/2016	06/10/2016	
9	Megna, Breanne	Approve	Chaperone	N/A	\$130.00	MTHS	04/01/2016	04/03/2016	Key Club

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	Romes, Lindsay	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	03/23/2016	06/30/2016	\$90.00 after 10 cumulative days of work
2	Nagurka, Kathleen	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	03/23/2016	06/30/2016	\$90.00 after 10 cumulative days of work

Code	Name	Action	Position	Deg /Step	Salary	Loc.	Date Effective	Date Term.	Discussion
3	Kaur, Kamalpreet	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	03/23/2016	06/30/2016	\$90.00 after 10 cumulative days of work
4	Scognamiglio, Joseph	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	03/23/2016	06/30/2016	\$90.00 after 10 cumulative days of work

L.6 Volunteer Coaching Staff

RESOLVED, that the Montville Township Board of Education approve the volunteer services of the following to assist in the following programs for the 2016 -2017 Season:

Andrew Scalone - Track & Field Coach

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	Stevens, Shaina	Approve	Madison, NJ	\$8.37	Working Memory: Strategies for Success	05/20/2016	05/20/2016	Title IIA
2	Brinkman, John	Approve	Piscataway, NJ	\$25.85	2016 New Jersey Science & Humanities Symposium	03/28/2016	03/29/2016	Professional Growth
3	Carlucci, Victoria	Approve	Madison, NJ	\$8.37	Working Memory: Strategies for Success	05/20/2016	05/20/2016	Title IIA
4	Dubois, Jennifer	Approve	New Brunswick, NJ	\$264.09	2016 Spring Conference NJ-TESOL	06/03/2016	06/03/2016	Title III

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. Grossman	Rescind	Neurological Evaluations	\$600.00	100193 102906	01/20/2016	03/18/2016	Supersedes Action on 1/19/2016; Res: M.2.2
2	Pediatric Neurological Associates	Approve	Neurological Evaluation	\$500.00	100193	04/11/2016	05/20/2016	
3	J. B.	Approve	Reimbursement	\$250.00	30007	11/03/2015	11/03/2015	Post Approve
4	Natural Languages, LLC	Approve	Sign Language & Language Interpretation Services	\$2,000.00	District Wide	03/10/2016	06/30/2016	Post Approve Replaces Two Existing Vendors
5	Dr. Jacobs	Approve	Neuropsychiatric Evaluation	\$1,200.00	102365 102945	03/23/2016	04/30/2016	2 @ \$600.00 each
6	St. Clare’s Hospital	Approve	Home Instruction	\$220.00	30118	01/25/2016	01/28/2016	Post Approve Student in Partial Hospitalization Program
7	St. Joseph’s Hospital	Approve	Neurological Evaluation	\$900.00	103332 102820	03/23/2016	04/30/2016	2 @ \$450.00 each
8	Dr. Grossman	Rescind	Neurological Evaluation	\$300.00	210062	02/03/2016	04/15/2016	

Code	Vendor	Action	Services	Cost	Student(s)	Date Effective	Date Term.	Discussion
9	Pediatric Neurological Associates	Approve	Neurological Evaluation	\$500.00	210062	04/21/2016	04/30/2016	
10	Educatioanl Services of Morris County	Approve	Bilingual Educational & Psychological Evaluations	\$836.00	103445	03/23/2016	05/30/2016	2 @ \$418.00 each
11	Dr. Fennelly	Approve	Psychiatric Evaluation	\$650.00	103019	03/23/2016	04/30/2016	

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 Key Club (Nord/Megna)	Ocean Place Resort, Long Branch, NJ	Pupil	Pupil	Pupil/BOE
2	Lazar 6 th (Gothelf)	Holocaust Council of Jewish Federation, Whippany, NJ	Pupil	N/A	N/A
3	Woodmont 5 th (Bell/Maciorski/Quinn/Epstein/Carlucci)	Shubert Theatre, NY	PTA	PTA	N/A
4	William Mason Kindergarten (Oberlin/Treanor)	World of Wings, Teaneck, NJ	Pupil	Pupil	N/A
5	Woodmont 1 st (Milite)	World of Wings, Teaneck, NJ	PTA	PTA	N/A
6	William Mason PreK-Grade 2 ((Ronayne)	Turtle Back Zoo, West Orange, NJ	Pupil	N/A	N/A
7	Valley View 4 th (Gearing)	Franklin Mineral Museum, Franklin, NJ	Pupil	Pupil	N/A
8	Lazar 8 th (D’Apolito)	Ravello Catering Hall East Hanover, NJ	Pupil	Pupil	N/A
9	MTHS Spanish 5 (Ramirez)	Montclair State University Montclair, NJ	BOE	N/A	N/A
10	MTHS (Jennis)	Lazar	Pathways	N/A	N/A

M.4 Uncompensated Placements (Student Teachers, Interns, Externs, Volunteers)

RESOLVED, that the Board of Education approve the following:

Code	Name	Action	Position	Location	Date Effective	Date Term.	Staff Supervisor	Discussion
1	Dezso, Amanda	Approve	Observations	District	03/23/2016	06/23/2016	Ms. Jeanne Romeo	Montclair State University, Graduate Program
2	Marks, Alexandra	Approve	Observations	District	03/23/2016	06/30/2016	Ms. Jennifer DeSaye	Kean University, Graduate Program
3	Ardis, Jessica	Approve	Practicum	District	09/02/2016	06/30/2017	Ms. Lisa Tobin Cook	Montclair State University, Dept. of Psychology
4	Zacher, Jason	Approve	Student Teacher	Lazar	03/23/2016	05/13/2016	Ms. Kathy Zajac	Montclair State University

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	Gloucester County Special Services School District	Amend	\$35,820.00 Prorated @ \$25,074.00	Aide \$39,240.00 Prorated @ \$25,000.00		30386	09/01/2016	03/24/2016	Supersedes Action on 2/16/2016 M.5.2
2	Durand School	Approve	\$66,484.45 Prorated @ \$16,698.42	Aide \$39,775.00 Prorated @ \$9,990.00		30386	04/04/2016	06/30/2016	

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)

O. CLOSED SESSION

O.1 Closed Session Announcement

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 plans to meet in closed session on April 12, 2016 at 7:00 pm to discuss (select one or more):

- 1) *a matter rendered confidential by federal or state law*
- 2) *a matter in which release of information would impair the right to receive government funds*
- 3) *material the disclosure of which constitutes an unwarranted invasion of individual privacy*
- 4) *a collective bargaining agreement and/or negotiations related to it*
- 5) *a matter involving the purchase, lease, or acquisition of real property with public funds*
- 6) *protection of public safety and property and/or investigations of possible violations or violations of law*
- 7) *pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege*
- 8) *specific prospective or current employees unless all who could be adversely affected request an open session*
- 9) *deliberation after a public hearing that could result in a civil penalty or other loss.*

BE IT FURTHER RESOLVED, that the Montville Township Board of Education will meet in public session on April 12, 2016 at 7:30 pm at Montville Township High School.

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

ROLL CALL VOTE: Resolutions I – O and Addendum K.6:

	YES	NO	ABSTAIN	ABSENT	REMARKS
Charles Grau	X				
John Morella	X				
Karen Cortellino	X				Abstain on check #81853.
Michael Johnson	X				
David Modrak				X	
Michael O'Brien	X				
Michael Palma	X				Abstain on J.2.
Carmela Novi	X				
Matthew Kayne	X				

Resolutions were approved on an 8 - 0 roll call vote except as noted.

Member Cortellino congratulated Austin Thomsen on a job well done regarding resolution K.8 and thanked him for his many years of work to upgrade the districts wide area network and to accomplish it at a cost savings.

President Kayne recognized and showed his support for resolution K.10 which renews the successful shared service agreement with the township for the collection/disposal of solid waste and recycling.

Member Cortellino noted her bittersweet reaction to L.2.1, the retirement of Joseph DiGiacomo. She commented how thankful she is for his service to the district and guidance of her son. The rest of the board then expressed their congratulations and support as well.

P. OLD BUSINESS

None.

Q. GENERAL BOARD COMMENTS / NEW BUSINESS

- Member Grau noted his attendance at and the success of the recent William Mason TREP\$ event.
- Member Grau recognized then thanked the board for their participation in the MTHS Volleyball Marathon.
- Member Grau noted his attendance in representing the board at Saturday's Chamber of Commerce meeting.
- Member Grau reported on new representatives joining MontvilleOne.
- Member Johnson extended his thanks to the board members who helped out this year at the Key Club's successful Volleyball Marathon.
- Member Johnson then noted that a DAC presentation is scheduled for April 5th.
- Member O'Brien reported that the MTHS Hall of Fame dinner is scheduled for April 8th at Lake Valhalla.
- President Kayne commented that March 23rd is Multi Cultural Day at Woodmont.
- President Kayne reported on the opening of MBSA.
- President Kayne announced that a special Montville Township 150th anniversary celebration event is scheduled to kickoff on April 11, 2017.

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 Member Palma, the meeting was adjourned at 8:47 p.m. The motion was approved by unanimous voice vote.

Respectfully submitted,

James T. Tevis
School Business Administrator/
Board Secretary