

MONTVILLE TOWNSHIP BOARD OF EDUCATION

REGULAR PUBLIC SESSION - MEETING MINUTES

November 1, 2016

Montville Township Municipal Building

A. President Kayne called the meeting to order at 7:01 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) *Tort Claim Notice; and*
- 3) *Regular Education Tuition Student Contracts; and*
- 4) *Student Matter.*

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 O’Brien, second by Member Grau, to reenter from executive session at 7:44 p.m. The motion was approved by unanimous vote.

President Kayne reconvened the meeting to order at 7:45 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:

- Football Team Update
- Cross Country Team Update
- Boys' Soccer Team Update
- Forensics Team Update
- AP Government and Politics Class Visited by Congressman Rodney Frelinghuysen
- ShopRite STARS First Marking Period
- Hockey Team Update

F. SUPERINTENDENT'S REPORT

The superintendent reported on the following items:

Presentation

- ShopRite Stars – 1st Marking Period
 - Academics – David Natanov
 - Athletics – Kelsey Perretta
 - Arts – Alexander Tullo
 - Leadership – Sruthi Gudimella
 - Community Service – John Krase

Board Comments

- Member Grau recounted John Kayne’s life saving bone marrow donation to Steven Bochco, a famous movie producer. John’s selfless act was showcased in the recent edition of City News magazine. John Kayne is a former MTHS graduate and the son of Board President, Matthew Kayne.
- President Kayne thanked Member Grau for his kind words.

Presentation

- Board Docs Demonstration – Electronic Board Meeting Agenda System
 - Board Members’ Comments and Questions.

*** The board president recessed the meeting for five (5) minutes at 8:40 p.m.**

Good News and Progress in our Schools

- Valley View - The 5th Grade Leadership Team presented Valley View's anti-bullying pledge to the Board of Education on Tuesday, October 18th. Eight 5th graders read an expanded version of the Pledge to the Board sharing its' belief on promoting a positive learning environment for staff and students. The anti-bullying pledge is found on the back of students' homework planner. Board members joined the Team in reciting the Pledge.
- Valley View - Saturday, October 22nd a large group of Valley View families got together to see the NJ Devils take on the Minnesota Wild at the Prudential Center. It was a fun family night out had by all. The event promotes a sense of community and togetherness. On this night VV families united in their support of the NJ Devils hockey team.
- Valley View - Mr. Jason Banzhaf and Mr. Keith Spector participated in the MEF fundraiser on Sunday, October 23rd. Jason and Keith walked the runway in support of this wonderful cause. Valley View was proudly represented
- Valley View - The Culture and Climate Team met with Officer Marucci and a member of the United Way/YEA staff to discuss ideas for Valley View to continue with its' goals of promoting a healthy and friendly learning experience for all. Ideas include more group games at recess and encouraging more inclusion during lunch. Other ideas focused on updating the blacktop and cleaning up "Patriot Park."
- Valley View - On Wednesday, November 16th, the Kindergarten classes at Valley View will partake in a health lesson provided by Atlantic Healthy Schools from Atlantic Heath System. This was brought to our attention by our school nurse, Debra Barmore. Students will attend a 30 minute interactive classroom presentation with “Scrubby Bear” who teaches the children about germs and why it is important for them to wash their hands. The classes have been talking about good hygiene and ways to stay healthy, especially during this cold/flu season. This will be a fun little health lesson which will promote healthy living. Thank you!
- Cedar Hill - Jumpstart’s *Read for the Record*® is a national campaign that was launched over a decade ago to address the educational inequities that leave too many children unprepared for kindergarten. On **Thursday, October 27, 2016**, children and adults will gather to learn, laugh, and read this year's campaign book, ***The Bear Ate Your Sandwich* by Julia Sarcone-Roach**, as part of the worlds largest shared reading experience. *Read for the Record* inspires adults to

read with children, spurs policymakers and organizations to take action towards transformative change in early education, and puts books in the hands of more children across the country.

- MTHS - On Thursday, October 20, four students took part in a post-debate discussion of the final presidential debate. Students Andrew Hong (Class of '18), Ravi Upadhyia (Class of '17), Arushi Gupta (Class of '17), and Sean Taltavall (Class of '17) are all members of the renowned MTHS Forensics Team (advised by Ms. Mary Gormley) and offered their insight into how well the candidates performed. The MTHS Community appreciates their participation in the discussion and wishes them luck as the Forensics season progresses.
- MTHS -This past Tuesday (October 18), MTHS welcomed an actress from Deana's Educational Theater to perform "The Yellow Dress" for juniors and seniors. The assembly was held in part to recognize School Violence Awareness Week and addressed such themes as dating violence and domestic abuse. After the performance, students engaged in a discussion with the actress. As students exited the Auditorium after the assembly, they wrote their names on a yellow ribbon to symbolize support for victims of domestic violence. Those ribbons were then hung in the shape of a dress and are now on display in the Rotunda. In addition, resources have been made available to all students who would like additional information on any of the themes explored during the performance.
- MTHS -We are so thankful to the students and faculty members who attended the "Teens for Healthy Relationships" Conference last year and saw "The Yellow Dress." Those individuals, including teacher Mrs. Faria and student assistance counselor Carol Candelario, were instrumental in making this assembly possible for our students. We are hopeful that the assembly created awareness for such an important issue.
- MTHS - On Monday, October 17, Congressman Rodney Frelinghuysen (R, 11th Congressional District) visited MTHS and met with Mr. Scott Riotto's AP Government & Politics class. This marks the third consecutive year that Congressman Frelinghuysen has been gracious enough to visit our school. Students asked the Congressman a variety of thoughtful questions ranging from defense spending to the humanitarian crisis in Syria to the 2016 Presidential Election. Once again, we sincerely thank Congressman Frelinghuysen for his time, Mr. Riotto for organizing the visit, and our students for being an outstanding and respectful audience.
- MTHS - On October 1st, the Montville Township High School Field Corps hosted its 12th annual Mustang Classic Competition. 17 local marching bands competed and over 1,200 musicians and color guards performed. The event was extremely successful and MTHS is very appreciative to have the continued honor of hosting this competition.
- MTHS - On October 25th, the New Jersey Devils organization welcomed 93 high school ice hockey teams from around the state onto the ice at the Rock (Prudential Center) in Newark before a Devils game. The event was part of an outreach program from the Devils organization to celebrate and recognize the growing number of local ice hockey teams and players. MTHS Ice Hockey team captains James Reynolds (Class of '17), Aaron Scheine (Class of '17), and Eric Zlotnik (Class of '17) represented our school (and district) proudly. Our season opens on November 26th versus Sparta at Mennen Arena and we wish the team the best of luck!
- MTHS - Veronica Tullo (Class of '20) is actively pursuing her Girl Scout Silver Award by hosting two workshops, aimed at building confidence in younger children. In addition to being a Girl Scout, Veronica is also involved in beauty pageants and recently won the title of 2015 Exemplar Queen at America's Miss Pageant in the pre-teen division. We wish Veronica the best of luck in all of her endeavors.
- District - The fifth graders in all five Montville Elementary Schools were very excited to begin their first "STEM Challenge" this month. This year, the students in grades 4 and 5 will be

using the Engineering Design Process with hands on engineering challenges that focus on topics connected to their science content. They will be using the 3 C's (communicate, cooperate, and compromise) while working in groups to try to achieve a new STEM challenge each month. The first challenge was called "Card Trick Magnetism". The students were asked to work with a partner to construct a house of 7 cards WITHOUT DIRECTLY TOUCHING THE CARDS IN THE CONSTRUCTION OF THE HOUSE. They were given tape, paper clips, craft stick, and magnets to help them achieve their goal. During the process, they recorded their progress in an engineering design journal on the chrome books and the unique, creative and innovative designs were truly impressive! Not only did the fifth graders achieve their goal with a variety of strategies, they learned to work as a team on what, at first, seemed like an impossible task. They used the Engineering Design Process (Ask, Imagine, Plan, Create, Improve, Communicate, and Reflect) to achieve their final goal. Below are some pictures of the students' work in progress, along with an example of a completed house. The STEM projects we will be completing this year are listed on Miss Porntoff's webpage, and will be updated with pictures of each challenge as the year progresses. We are looking forward to a great year of engineering!

- William Mason - To kick off the Week of Respect, 5th graders at William Mason read Spookley the Square Pumpkin, and discussed what being respectful looks like and how we show respect to others. Students then designed their own unique pumpkin to emphasize importance of accepting others.
- William Mason - Mrs. Shell's first grade class acted out the story "Inside a House That is Haunted" by Alyssa Capucilli. Each student takes on a character and listens carefully to the story to know how to play their part. They have a lot of fun and we are able to take on a different role every time we read the story!
- William Mason - Mrs. Auten's second grade classes will be continuing Red Ribbon week by having a virtual field trip where we'll be celebrating the furriest members of the police force that help keep our communities a safe place to learn, play, and live. The virtual field trip will take us behind the scenes to learn how police dogs are selected, trained, and patrol the streets. The Santa Ana Police Department dogs will demonstrate their intellect, agility, and obedience through a variety of exercises at their training academy. It should be a very exciting field trip.
- William Mason - On October 6th, The "NED Show" came to William Mason to kick off the week of respect. This character education assembly used humor, storytelling, audience participation and amazing yo-yo and magic tricks to help students learn the importance of spreading kindness and always try their best.
- William Mason - Mrs. Oberlin's Class has been getting ready for Halloween! After reading Room on the Broom by Julia Donaldson, we practiced print concepts with our own mini book of Room on the Broom. We practiced reading left to right, counted how many words were on the page, and identified capitals and periods. Then, we practiced choral reading our mini-books together. After reading where's My Mummy? By Carolyn Crime, we made the main character (Little Baby Mummy) using white crepe paper as bandage wraps and big wiggly eyes! We also read Go Away, Big Green Monster! by Ed Emberley with an interactive puppet! We all took turns building and un-building the main character's monster face! Then we colored our own monster and wrote in the "color word" to complete a sentence. Next, we read: Skeleton for Dinner by Margery Cuyler. We made skeletons out of Q-tips! First we had to count out 18 Q-tips then follow the arrangement of putting together his bones. We learned our real skeletons have 206 bones! Lastly, we made a class book by writing and illustrating what we want to be for Halloween. This is a favorite for the class to read over and over!

- Lazar - The Lazar Beehive Team was busy selling some of their honey at the local Towacofest on Oct. 1. The project was sponsored by the Montville Educational Foundation (MEF) and included complimentary booth space at the festival. Students involved in the process of establishing the school hive spent the day with customers selling their own jars of honey and honey sticks. Students did a great job spreading awareness as to importance of bees and using a poster to show patrons their bee colony, including her majesty Queen Elizabuzz. Also on display were 3-D printed flower pots designed by Lazar STEM Pal students and printed by the Jennings Library at Caldwell University. All honey profits will go toward sustaining the project for future classes.
- Lazar – To raise money for our biannual program, Living Lessons, Lazar students held a Walk-A-Thon on Friday, Oct. 14 in their gym classes. Collectively they walked hundreds of laps and raised over \$10,000 for this wonderful program which will be held in May 2017. Mrs. Gothelf, organizer of Living Lessons, would like to thank all the students that participated and contributed to this endeavor, and their parents and teachers for their support and encouragement. Well done, Lazar Family!
- Lazar – We observed School Violence Awareness Week by teaching Conflict Resolution in gym classes and playing Volley Out Violence Games.
- Lazar – PTC worked with Mrs. Metz, our Media Specialist, in organizing a Book Fair for Grades 6, 7, and 8.
- Lazar – Red Ribbon Week was observed during week of October 24th with various activities: video about The Story Behind Red Ribbon Week (Say NO to Drugs), “Put a cap on drugs” by wearing hats, students and staff showing support by dressing in Red, and Wear What You love/favorite team /play/are passionate about.
- Lazar – In honor of Red Ribbon Week, Mrs. Freykar’s students decorated all the doors in the building with Red Ribbons.
- Lazar - Hosted their annual Bus Drivers Breakfast on Oct. 21. It was organized by Nutrition teacher, Mrs. Jasterzbski, with many of her students helping with cooking, serving, and cleanup. Some parents also donated various cultural foods. It was another delicious celebration enjoyed by all and showed our bus drivers how much they mean to us.
- Hilldale - The community held a dedication ceremony in honor of the new multi-sport court gifted by the Hilldale Parent Teacher Council. The court, which was installed over the summer, is only the second of its kind in New Jersey. Made of Versacourt tiles, the court features lines for basketball, volleyball and soccer. Versacourt Tiles sit on top of the blacktop, so they can easily be cleaned, and are durable, resistant to cracks and have a 25 year life expectancy. Students were given the opportunity to submit suggestions to name the court, and following a school-wide vote, the name “Husky Headquarters” was selected.
- Hilldale - The staff and students celebrated Red Ribbon Week with many fun theme days such as "Your choices are the key to your dreams" (wear pajamas) and “Be a JEAN-ius and live a drug-free life” (wear jeans). A character education lesson was taught in each classroom by Mrs. Bucci that focused on making positive choices, being healthy and not giving into peer pressure.
- Hilldale – The School is participating in *Every Kid Votes Mock Election* on November 1, 2016. This is largest student mock presidential election in history. Students have predicted the winning candidate in the last three presidential elections. We are looking forward to a great day of American pride and participating in the democratic process.

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

October, 2016	K – 12	Violence Incidents	0	
October, 2016	K – 12	Vandalism Incidents	0	
October, 2016	K – 12	Weapon Incidents	0	
October, 2016	K – 12	Substance Abuse	0	
October, 2016	K – 12	Suspensions	5	(includes in-school and Saturday)

BUSINESS ADMINISTRATOR’S REPORT

The business administrator reported on the following item:

- 2017-2018 Budget Development Calendar Review.

G. COMMITTEE REPORTS

G.1 Finance and Facilities

Member Grau noted that a meeting will be held on Wednesday, November 16th at 6:00 p.m.

G.2 Curriculum and Instruction

Member Palma noted that a meeting will be held on Tuesday, December 6th.

G.3 Policy and Personnel

No report.

G.4 Communications

Member Cortellino noted that a meeting will be held on Wednesday, November 2nd.

G.5 Safety & Security

Member Morella noted that a meeting will be held on Wednesday, November 16th at 5:00 p.m.

G.6 Ad-Hoc

No report.

G.7 Delegate Liaisons

- NJSBA – Workshop Convention Reports were presented by Member Cortellino, President Kayne and Member Grau.
 - ❖ Member Cortellino stated that the workshop offers great networking opportunities. She then noted that our media center was showcased by the architects who designed it. She reported on two of the conferences that she attended, Use of Facilities and Hot Topics in School Finance. Member Cortellino then elaborated on the importance of the forms associated with use of facility. She noted that the business administrator implemented new procedures when he began his tenure to protect the district. She then explained the PILOT (payment in lieu of taxes) program discussed at the Hot Topics in School Finance seminar, and that it is

important that the Board of Education monitors this future possibility. Member Cortellino then congratulated the district's attorney firm on their new associate, David Hesse, former New Jersey Education Commissioner.

❖ President Kayne reported on his attendance at the Executive Session Seminar, noting that it was extremely informative. He noted that the workshop offers networking with other board members, and then mentioned that Member Grau has been to 47 workshops.

❖ Member Grau noted that the workshop offers networking with other board members, in which some were amazed by Montville Township School District. He then encouraged all colleagues to attend the workshops since it is a worthwhile experience.

- **MCSBA – Karen Cortellino**

- ❖ Member Cortellino reported that Lazar Teacher, Marisa Castronova and Riverdale teacher, Jess Shackil, will be doing several presentations titled STEM PALS as a result of being awarded a \$10,000.00 Hipp Grant.

G.8 PTC Liaisons

- **Hilldale – David Modrak**

- ❖ Member Modrak noted the celebration of Diwali on November 15th.

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.

The superintendent noted that item L.5.6 is being withdrawn from this evening's agenda.

Motion by Member Grau, second by Vice President Novi to accept the recommendation of the superintendent and adopt items I-O less Resolution L.5.6:

I. MINUTES

RESOLVED, that the Montville Township Board of Education approve the minutes of the following meetings as submitted:

October 18, 2016	Executive Session, Regular Meeting
October 18, 2016	Public Session, Regular Meeting

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 October 28, 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 October 14, 2016 to October 28, 2016.

J.3 Nursing Services Plan 2016-2017

RESOLVED, that the Montville Township Board of Education approve the Montville Township Public School 2016-2017 Nursing Services Plan (**Document J.3**).

J.4 Tuition Students Received: 2016-2017

RESOLVED, that the Montville Township Board of Education post-approve the acceptance of the following students into the Montville Township Public Schools on a tuition basis during the 2016-2017 school year:

Name	School	Grade	Period	Tuition
A.Z.	Valley View	Pre-K3	09/01/16 – 10/05/16	\$ 300.00
J.K.	Valley View	Pre-K3	09/01/16 – 06/30/17	\$ 1,500.00
J.K.	Valley View	Pre-K3	10/01/16 – 06/30/17	\$ 2,700.00
S.K.	Valley View	Pre-K3	09/01/16 – 06/30/17	\$ 3,000.00
L.A.	Valley View	Pre-K3	09/01/16 – 06/30/17	\$ 3,000.00
R.K.	Valley View	Pre-K3	09/01/16 – 06/30/17	\$ 3,000.00
L.T.	Valley View	Pre-K3	09/01/16 – 06/30/17	\$ 3,000.00
T.K.	Valley View	Pre-K3	09/01/16 – 06/30/17	\$ 3,000.00
K.G.	Valley View	Pre-K3	09/01/16 – 06/30/17	\$ 3,000.00
K.L.	Valley View	Pre-K3	09/01/16 – 06/30/17	\$ 3,000.00
K.H.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
D.P.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
T.P.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
V.H.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
S.K.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
R.S.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
A.G.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
A.O.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
S.M.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
E.A.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
B.F.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
J.F.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
N.Y.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
L.G.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
S.L.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
L.M.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00

Z.M.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
J.A.	Valley View	Pre-K4	09/01/16 – 06/30/17	\$ 4,000.00
J.S.	Valley View	1 st	09/01/16 – 06/30/17	\$ 7,716.50
M.M.	Valley View	5 th	09/01/16 – 06/30/17	\$15,433.00
S.M.	Valley View	5 th	09/01/16 – 06/30/17	\$15,433.00

K. FACILITIES & FINANCE

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

K.1 Reserved - Payment of Bills – (No Action)

K.2 Reserved - Transfer of Funds – (No Action)

K.3 Reserved - Financial Reports – (No Action)

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 Comprehensive Maintenance Plan Approval: 2016-2017

RESOLVED, that the Montville Township Board of Education approves the adoption of the 2016-2017 Comprehensive Maintenance Plan, (**Document K.6**), for submission to the Morris County Superintendent of Schools, as a part of the required documentation included in the QSAC monitoring process.

K.7 Joint Transportation Agreement – Glassboro Public Schools

RESOLVED, that the Montville Board of Education post approves **Joint Transportation Agreements (Document K.7.a & K.7.b)**, with Glassboro Public Schools of Glassboro, New Jersey for the transportation of a special education pupil on established routes as assigned by the Montville Township School District for the 2016-2017 extended and regular school year.

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.8 Rescind - Non-Public Nursing Services Contract: 2016-2017

RESOLVED, that the Montville Township Board of Education rescinds the following resolution, K.7 that was approved at the August 23, 2016 board meeting:

RESOLVED that the Montville Township Board of Education approve the contract as listed on (Document K.7) with the Montville Township Department of Health, 195 Changebridge Road, Montville, NJ to provide the services of qualified public health nurses to pupils enrolled full-time in Trinity Christian School and Apple Montessori School all of which are non-public schools located in Montville Township, in the total amount of \$16,300.00 as outlined in the entitlement notice from the New Jersey Department of Education, for the 2016-2017 school year.

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 Reapprove - Non-Public Nursing Services Contract: 2016-2017

RESOLVED, that the Montville Township Board of Education approve the contract (Document K.9), with the Montville Township Department of Health, 195 Changebridge Road, Montville, NJ, to provide the services of qualified public health nurses to pupils enrolled full-time in Trinity Christian and Apple Montessori schools, all of which are non-public schools located in Montville Township, not to exceed \$16,920.00, as outlined in the entitlement notice from the New Jersey Department of Education for the 2016-2017 school year.

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.

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 Day	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	Epstein, Melissa	Maternity Leave	Special Education Teacher	Woodmont	01/03/2017	20	02/01/2017	02/01/2017	N/A	05/04/2017	Dates subject to change based on delivery

2	Rosenblum, Debra	Amend Medical Leave	English Teacher	Lazar	09/01/2016	25	10/18/2016	10/18/2016	N/A	11/30/2016	Supersedes action on 10/18/2016; L.1.1
3	Kalavrezos, Evangelia	Medical Leave	Business Teacher	MTHS	11/03/2016	13	N/A	N/A	N/A	11/28/2016	
4	Garcia, Melissa	Amend Maternity Leave	Special Education Teacher	Cedar Hill	06/20/2016	4	09/01/2016	11/17/2016	N/A	02/01/2017	Supersedes action on 05/03/2016; L.1.2
5	Thomas, Christina	Maternity Leave	School Psychologist	MTHS	01/03/2017	23	02/06/2017	02/06/2017	N/A	05/09/2017	Dates subject to change based on delivery.
6	Crescente, Lisa	Maternity Leave	Paraprofessional	Lazar	01/23/2017	13	02/15/2017	02/15/2017	05/18/2017	09/01/2017	Dates subject to change based on delivery Includes the use of 4 personal days

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	Talik, Wendy	Resignation	Special Education Teacher	Hilldale	12/31/2016	
2	Underhill, Stephanie	Resignation	Paraprofessional	Valley View	10/28/2016	Post Approve

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	Porter, Cassie	Approve	Substitute School Psychologist	N/A	\$293.87 per diem	MTHS	12/01/2016	12/23/2016	Not to exceed 7 days transition Replaces CT
2	Porter, Cassie	Approve	Long Term Substitute School Psychologist	N/A	\$293.87 per diem	MTHS	01/03/2017	05/08/2017	Replaces CT
3	DiTucci, Melissa	Transfer	Paraprofessional	N/A	\$19.24 hourly	Valley View	10/24/2016	06/30/2017	Post Approve Replaces SU
4	Koch III, William	Amend	Supervisor of Health, Physical Education & Athletics	Step 1	\$106,500.00 Prorated @ \$53,250.00	District	01/03/2017	06/30/2017	Supersedes action on 10/18/2016 L.3.1 to reflect proration of salary
5	Axt, William	Approve	Long Term Substitute Art	N/A	\$260.32 per diem	Lazar	12/07/2016	04/26/2017	Replaces MT
6	Testa, William	Approve	Long Term Substitute Phys Ed	N/A	\$260.32 per diem	Lazar	01/03/2017	05/02/2017	Replaces CM
7	Kao, Kimberly	Amend	Long Term Substitute Special Education	N/A	\$260.32 per diem	Cedar Hill	09/22/2016	01/31/2017	Supersedes action on 10/18/2016; L.3.2 Replaces MG

Code	Name	Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Term.	Discussion
8	Letsch, Alyssa	Approve	Paraprofessional	N/A	\$19.24 hourly	Hilldale	11/28/2016	06/30/2017	Not to exceed 32.5 hours weekly New unbudgeted based on student needs
9	Manganella, Gabrielle	Approve	Special Education Teacher	BA/3	\$52,064.00 prorated @ \$37,225.76	Valley View	11/28/2016	06/30/2017	Replaces SS
10	Egan, Deirdre	Amend	Long Term Sub English	N/A	\$260.32 per diem	Lazar	09/01/2016	11/29/2016	Supersedes action on 10/18/2016; L.3.5
11	Sheehan, Rebecca	Approve	1/6 Salary Adjustment	MA/4	\$9,878.66 prorated @ \$691.46	MTHS	11/03/2016	11/23/2016	Covering EK
12	Rossi, Karen	Approve	1/6 Salary Adjustment	BA/3	\$8,677.33 prorated @ \$607.46	MTHS	11/03/2016	11/23/2016	Covering EK
13	Dorsey-Gordon, Max	Approve	1/6 Salary Adjustment	MA/4	\$9,878.66 prorated @ \$691.46	MTHS	11/03/2016	11/23/2016	Covering EK
14	Vallery, Ryan	Approve	1/6 Salary Adjustment	BA/4	\$8,760.33 prorated @ \$613.20	MTHS	11/03/2016	11/23/2016	Covering EK
15	Rivera, Laura	Approve	1/6 Salary Adjustment	MA/9	\$10,338.66 prorated @ \$723.66	MTHS	11/03/2016	11/23/2016	Covering EK
16	Works, Nicole	Approve	MEDLC Substitute Aide	N/A	\$13.50 hourly	Hilldale	11/02/2016	06/30/2017	

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	Raj, Toni-Ann	Approve	Technical Support	N/A	\$652.00	Woodmont	09/01/2016	06/30/2017	Post Approve
2	Pietrucha, Erma	Amend	PSAT Proctor	N/A	\$250.00	MTHS	10/15/2016	10/15/2016	Supersedes action on 10/18/2016; L.4.11 Funded by student testing fees
3	Glennon, Rebecca	Amend	PSAT Proctor	N/A	\$300.00	MTHS	10/15/2016	10/15/2016	Supersedes action on 09/20/2016; L.4.8 Funded by student testing fees
4	Kenny, Susan	Approve	Fall Play Costume Designer	N/A	\$500.00	MTHS	11/01/2016	11/30/2016	Not to exceed 5 hours per week Funded by play proceeds
5	Raccioppi, Eileen	Approve	Fall Play Art Director	N/A	\$600.00	MTHS	11/01/2016	11/30/2016	Funded by play proceeds
6	Beatty, Margaret	Approve	Geography Club	N/A	\$1,203.00 prorated @ \$721.80	Woodmont	09/01/2016	02/28/2017	Post Approve
7	Beatty, Margaret	Amend	Geography Club	N/A	\$601.50 prorated @ \$240.60	Woodmont	03/01/2017	06/30/2017	Supersedes action on 05/17/2016; L.4.41

Code	Name	Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Term.	Discussion
8	Wyks, Caroline	Amend	Geography Club	N/A	\$601.50 prorated @240.60	Woodmont	03/01/2017	06/30/2017	Supersedes action on 05/17/2016; L.4.42

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	Soni, Samantha	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	11/02/2016	06/30/2017	\$90.00 after 10 cumulative days of work.
2	Letang, Joseph Sybille	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	11/02/2016	06/30/2017	\$90.00 after 10 cumulative days of work.
3	Parker, Jamie	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	11/02/2016	06/30/2017	\$90.00 after 10 cumulative days of work.
4	Ferrante, Rachel	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	10/26/2016	06/30/2017	Post Approve \$90.00 after 10 cumulative days of work.
5	Muhaw, Kirsten	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	11/02/2016	06/30/2017	\$90.00 after 10 cumulative days of work.
6	WITHDRAWN								
7	Berghorn, Arlene	Approve	Substitute Nurse	N/A	\$150.00	District	11/02/2016	06/30/2017	
8	Waxman, Amanda	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	11/02/2016	11/30/2016	\$90.00 after 10 cumulative days of work.
9	Foster, Rebecca	Approve	Substitute Nurse	N/A	\$150.00	District	11/02/2016	06/30/2017	
10	Manfra, Michael	Approve	Substitute Teacher	N/A	\$80.00 per diem	District	11/02/2016	06/30/2017	\$90.00 after 10 cumulative days of work.

L.6 Tuition Reimbursement Approval

RESOLVED, that the Montville Township Board of Education approve Tuition Reimbursement for Richard Medwin, Supervisor of Maintenance, in the amount of \$3,413.00 for courses completed at Rutgers University to obtain certification in Educational Facilities Management.

L.7 Certification Class Reimbursement

RESOLVED, that the Montville Township Board of Education approve the Reimbursement for Steven Toth, Facilities Manager, in the amount of \$475.00 for recertification classes needed to obtain his Mid Atlantic Pesticide License.

L.8 Athletic Event Staff

RESOLVED, that the Montville Township Board of Education post approve the payment for services during home athletic events during the 2016 – 2017 school year to the following district employees:

Naturale, Robert
Porter, Peter

FALL SEASON:

Video Photographer: \$125.00, Site Manager: \$75.00, Football Site Manager: \$100.00, Announcer: \$60.00, Crowd Control: \$60.00, Ticket Taker: \$55.00, Clock: \$60.00, Tennis State Tournament Site Manager: \$100.00

WINTER SEASON

Basketball Site Manager (2 games):\$75.00, Basketball Site Manager (3 Games): \$100.00, Wrestling Site Manager (Duel/Tri):\$75.00, Wrestling Site Manager (Quad): \$125.00, Clock/Announcer: \$65.00, Clock Only: \$60.00, Ticket Taker: \$55.00, Crowd Control (One Game):\$60.00, Crowd Control (Wrestling Tri):\$75.00, Crowd Control (Wrestling Quad): \$100.00

SPRING SEASON

Site Manager (1-3 Hours):\$75.00, Site Manager (3 or more hours): \$100.00, Announcer: \$60.00, Clock: \$60.00, Crowd Control: \$60.00, Ticket Taker: \$55.00

L.9 Mentoring Assignments

RESOLVED, that the Montville Township Board of Education post approve the payroll deduction and subsequent payment of teacher mentoring fees from the following provisional teachers to their respective mentors for the 2016 – 2017 school year:

Code	Provisional Teacher	Location	Mentor	Start Date	Fee
1	Egan, Deirdre	Lazar	Ms. Judy Gothelf	09/01/2016	Adjust fee from 10/18/2016 L.9.8 to \$238.29

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	Migliore, Gabriella	Approve	Piscataway, NJ	\$222.53	Standards-Based Mathematics Workshop for K-12 Teachers	11/17/2016	11/17/2016	Title IIA
2	Magliaro, Nicole	Approve	West Orange, NJ	\$245.00	Practical Strategies for Helping Make Every Student a More Successful Writer	12/08/2016	12/08/2016	Title IIA
3	Kurland, Cheryl	Approve	West Orange, NJ	\$245.00	Practical Strategies for Helping Make Every Student a More Successful Writer	12/08/2016	12/08/2016	Title IIA
4	Yuhas, Sharon	Approve	New Providence, NJ	\$118.95	Technology Integration & NGSS	02/27/2017	02/27/2017	Title IIA
5	Ernst, Kathy	Approve	New Providence, NJ	\$118.95	Technology Integration & NGSS	02/27/2017	02/27/2017	Title IIA
6	Wallace, Andrea	Approve	New Providence, NJ	\$122.98	Technology Toolkit for Teachers: Incorporating Voice, Video & Visuals for Instruction & Assessment (Grades K-12)	12/07/2016	12/07/2016	Title IIA
7	Wallace, Andrea	Approve	New Providence, NJ	\$117.98	Technology Integration & NGSS	02/27/2017	02/27/2017	Title IIA

8	Wallace, Andrea	Approve	New Providence, NJ	\$122.98	Reimagining Learning Environments With Technology: Flipped, Blended & Personalized Instructional Tools (Grades K-12)	03/30/2017	03/30/2017	Title IIA
9	Thomsen, Austin	Approve	Iselin, NJ	\$19.41 (mileage only)	Cisco Live Event	12/08/2016	12/08/2016	District
10	Keveanos, Jerome	Approve	Iselin, NJ	\$19.41 (mileage only)	Cisco Live Event	12/08/2016	12/08/2016	District
11	Frye, Sheila	Approve	Monroe Township, NJ	\$34.16 (mileage only)	Literacy Coaches Collaborative Consortium	01/24/2017	01/24/2017	Title II Mileage
12	Dubois, Jennifer	Approve	Wayne, NJ	\$144.24	36 th Annual Bilingual/ESL Conference	12/02/2016	12/02/2016	Title III
13	Maggiore, Diane	Approve	Rockaway, NJ	\$75.00	Legal Topics	11/17/2016	11/17/2016	Professional Growth
14	Maggiore, Diane	Approve	Rockaway, NJ	\$75.00	Chart of Accounts & Artemis Records Retention	12/13/2016	12/13/2016	Professional Growth
15	Cortellino, Karen	Approve	West Windsor, NJ	\$22.72 (mileage only)	NJSBA Semiannual Delegate Assembly	12/10/2016	12/10/2016	BOE
16	Caravello, Kim Gorman	Approve	Lodi, NJ	\$157.68	Behavior Programming for Students with ADHD & Emotional Disabilities	12/06/2016	12/06/2016	Title IIA
17	Vermaelen, Sandra	Approve	Monroe Township, NJ	\$149.00	PARCC Testing is Over – Now What? (Grades 9-12)	12/08/2016	12/08/2016	Title IIA
18	Rivera, Laura	Approve	New Brunswick, NJ	\$222.47	Major Themes of Statistics in the Math Standards	01/19/2017	01/19/2017	Title IIA
19	Migliore, Gabriella	Approve	Piscataway, NJ	\$222.53	Calculus – The Real Thing (Grades 11-12)	01/17/2017	07/17/2017	Title IIA
20	Carman, Christopher	Approve	West Orange, NJ	\$245.00	Tech Tools You Can Use Tomorrow to Increase Students' Learning (Grades 6-12)	01/06/2017	01/06/2017	Title IIA
21	Heyburn, Donald	Approve	Philadelphia, PA	\$756.88	Eastern Athletic Trainers Assoc.	01/07/2017	01/09/2017	Professional Growth

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. Jacobs	Approve	Neuropsychiatric Evaluation	\$600.00	103786	11/02/2016	12/09/2016	
2	PRNY, PC	Approve	Physical Therapy Services	\$3,420.00	225500010	11/02/2016	06/30/2017	Student Attends an Out of District School

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 SAC (Faria)	Randolph HS, Randolph, NJ	Student Activity Account	N/A	N/A
2	William Mason – Grade 1 (Shell/Forte)	Morris Museum, Morristown, NJ	Pupil	Pupil	N/A
3	Hilldale – Grade 4 (Hogan)	Liberty Science Center, Jersey City, NJ	Pupil	Pupil	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	Veltri, Alyssa	Approve	Student Teacher	Hilldale	02/06/2017	05/01/2017	Ms. Mancino	William Paterson University, Office of Field Experience

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

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 **October 18, 2016** and has entertained public comment since that time:

- Policy 1220** *Employment of Chief School Administrator* **(Document N.2.1)**
- Policy 1310** *Employment of School Business Administrator/Board Secretary* **(Document N.2.2)**
- Policy 3141** *Resignation* **(Document N.2.3)**
- Policy 3144** *Certification of Tenure Charges* **(Document N.2.4)**
- Policy 3231** *Outside Employment as Athletic Coach* **(Document N.2.5)**
- Policy 5305** *Health Services Personnel* **(Document N.2.6)**
- Policy 5339** *Screening for Dyslexia* **(Document N.2.7)**
- Policy 5350** *Student Suicide Prevention* **(Document N.2.8)**
- Policy 7481** *Unmanned Aircraft Systems (UAS also known as DRONES)* **(Document N.2.9)**
- Policy 8441** *Care of Injured and Ill Persons* **(Document N.2.10)**
- Policy 9541** *Student Teachers/Interns* **(Document N.2.11)**
- Policy 5533** *Student Smoking (M)* **(Document N.2.12)**
- Policy 8542** *Green Purchasing* **(Document N.2.13)**
- Policy 8675** *Safe Routes to Schools* **(Document N.2.14)**
- Policy 2624** *Grading System* **(Document N.2.15)**
- Regulation 3144** *Certification of Tenure Charges* **(Document N.2.16)**
- Regulation 5330** *Administration of Medication* **(Document N.2.17)**
- Regulation 8441** *Care of Injured and Ill Persons* **(Document N.2.18)**
- Regulation 2624** *Grading System* **(Document N.2.19)**

BE IT RESOLVED, that the Montville Township Board of Education adopts the above referenced policies for **second reading** and directs the superintendent to promulgate it as provided by Bylaw 0131.

N.3 Approval of Job Descriptions

Resolved that the Montville Township Board of Education approve the following updated job descriptions (**Documents N.3**):

Middle School Team Leader
District Communications Officer
District Head Nurse
School Nurse
Occupational Therapist
Physical Therapist
Behavior Analyst
Athletic Trainer
Head Athletic Coach
Assistant Athletic Coach
Site Manager
Home Instructor
Advisor – Book Club – Elementary
Advisor – Chess Club – Elementary
Advisor- Family Science – Elementary
Advisor – Federal Reserve Challenge
Advisor – Future Business Leaders of America (FBLA) – High School
Advisor – Garden Club – Elementary
Advisor – Geography Club – Elementary
Advisor – Mary a Wish Club – High School
Advisor – Mathematics Club – High School
Advisor – Mock Trial Club - Elementary
Advisor – Model Building Club – Elementary
Advisor – Newspaper – High School
Advisor – Peer Mediation – Elementary
Advisor – School of Rock – High School
Advisor – Science Club – Elementary
Advisor – Student Council – Elementary
Advisor – Study/Organizational Skills – Middle School

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 November 15, 2016 at 7:00 pm to discuss (select one or more):

- 1) *Superintendent’s Harassment, Intimidation and Bullying (“HIB”) update/recent matters and investigations, if any; and*
- 2) *JCP&L Lazar Power Lines Improvement Project; and*
- 3) *Any other permitted closed session matters not currently known, which may arise.*

BE IT FURTHER RESOLVED, that the Montville Township Board of Education will meet in public session on November 15, 2016 at 7:45 pm at Montville Township Municipal Building.

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 less Resolution L.5.6:

	YES	NO	ABSTAIN	ABSENT	REMARKS
Charles Grau	X				Abstain on 10/18/16 Minutes.
Carmela Novi	X				Abstain on 10/18/16 Minutes.
Karen Cortellino	X				
Michael Johnson	X				
David Modrak	X				Abstain on 10/18/16 Minutes.
John Morella	X				
Michael O’Brien	X				
Michael Palma	X				
Matthew Kayne	X				

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

P. OLD BUSINESS

None.

Q. GENERAL BOARD COMMENTS / NEW BUSINESS

- President Kayne noted that the recent MEF fashion show fundraiser was a wonderful uplifting event with a lot of district participation including the superintendent.
- Vice President Novi inquired about the next step for Board Docs. The superintendent responded that it will be placed on the next meeting agenda as a discussion item.

R. PUBLIC PARTICIPATION

One member of the public spoke regarding the following topics:

- Strategic Planning Meeting
- Board Docs.

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 9:05 p.m. The motion was approved by unanimous voice vote.

Respectfully submitted,

James T. Tevis
 School Business Administrator/
 Board Secretary