

TOWNSHIP OF MONTVILLE
BOARD OF EDUCATION

Montville Township Administrative Office Building: 86 River Road Montville, New Jersey

Minutes

Regular Meeting of the Board of Education

Tuesday, December 17, 2019

No members of the public were present. President Grau called the meeting to order at 6:30 p.m. with a roll call.

Roll Call

Present: Dr. K. Cortellino, Mr. J. Daughtry, Dr. D. Modrak, Mr. J. Morella, Mr. M. O'Brien, Mr. M. Rappaport, Ms. M. Zuckerman (6:58 p.m.), Mr. M. Palma and Mr. C. Grau.

Absent: None

Also, Present: Superintendent of Schools, Dr. Rene Rovtar
School Business Administrator, Ms. Katine Slunt
Assistant Superintendent, Dr. Casey Shorter
Assistant Superintendent for Curriculum & Instruction, Ms. Andrea Woodring
Board Attorney, Stephen Edelstein

Closed Session

A motion was made by Mr. O'Brien and seconded by Mr. Daughtry to enter into Closed Session through the following resolution. All present members voted yes.

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits a public body to meet in closed session to discuss certain matters;

WHEREAS, the said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education has determined that it is necessary to meet in Closed Session on December 17, 2019, at 6:30 p.m. to discuss:

- 1) Superintendent's HIB Report
- 2) Personnel matter
- 3) Legal Update

BE IT FURTHER RESOLVED, that the Montville Township Board of Education reserves the right to discuss other matters;

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

President Grau reconvened the meeting to order at 7:30 p.m., with a roll call. All members were present. Diane Maggiore, Assistant to the Business Administrator, was also present.

President Grau welcomed the public and led the flag salute. Six members of the public were present.

Open Public Meeting Notice

Ms. Slunt read the Open Public Meeting Notice, as listed below:

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of 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, Montville Township Board of Education provided a public notice of this meeting, which included time, date and location, that was posted at the Montville Township Municipal Building, all Montville public schools, the Montville Public Library, the Montville Township Board of Education Administrative Office Building, the district website and advertised in the Daily Record, the Board's official newspaper, on January 11, 2019.

Section E:

High School Student Representatives Report

There was no report from the Student Representatives.

Section F:

Superintendent's Report

Remarks: Dr. Rovtar did not make any additional remarks.

Presentations: Dr. Rovtar introduced Robert Haag from Lerch, Vinci, and Higgins, who presented the June 30, 2019 Comprehensive Annual Financial Report (C.A.F.R.) and Auditors' Management Report (A.M.R.). Mr. Haag reviewed the financial position of the district as of June 30, 2019 and reviewed the financial procedures of the district. Mr. Haag noted that there were no recommendations made, commending the Business Administrator and staff for this rare achievement. The Board noted the district's financial position and auditors' report. President Grau thanked Mr. Haag for his presentation. Mr. Haag left the meeting.

Good News & Progress in Our Schools: President Grau commended the schools for the following Good News.

Valley View School - On December 6th, the Valley View community participated in the Children's Hospital of Philadelphia's Pajama Day. This is the 3rd year Miss Profeta held the Pajama Day Fundraiser. This year we raised close to \$1,000 to support the children and their families. Valley View has spread so much love and kindness during this holiday season. Thank you to the students, parents, and staff for all your generous support!

Valley View Physical Education teacher Len Saunders has been a spokesperson for the American Heart Association for over a decade. In December, he had an article published on their national site entitled, "7 Ways To Stay Active With Your Family This Winter." The American Heart Association uses Mr. Saunders as a media resource and spokesperson on the topic of childhood obesity and its dangers, as well as how to fight it. https://sodiumbreakup.heart.org/stay_active_this_winter

Students in Ms. Sullivan's third grade class along with Mr. Spector, the school counselor, and Mr. Saunders the school's PE teacher and school's web designer, are writing a script and making a video which will bring awareness to *Panda Pride. P.A.N.D.A. P.R.I.D.E.*, which stands for students being *Prepared, Accepting, Nurturing, Diverse, Authentic, Prepared, Respectful, Inclusive, Determined, and Engaged*. Each month a different component of Panda Pride will be the focus of both students as well as the building's Culture and Climate Team.

Diversity is on display this December. Classes in kindergarten through fifth grade are discussing the importance of celebrating diversity. The essence of celebrating diversity is in our motto which is our similarities unite us and our differences enrich our world. Children in the upper primary grades are making small posters that identify quotes and expressions that promote an appreciation of our differences. Drawings, writing acrostic poems, and creating a video script are some of the activities the children are participating in. Students in the lower primary grades are helping to create a Diversity Bulletin Board.

Several students were recognized as Jets Upstanders for being outstanding Valley View citizens. These students and their families earned complimentary tickets to attend a NY Jets football game in December. Being an Upstander means to put forth one's best effort, be an authentic friend, demonstrate respect to the school's staff and Valley View community, and never be a bystander. Honored students earned a Jets T-shirt and public recognition for their outstanding effort.

Lazar - Here are Lazar's recent Upstander of the week winners:

Week 13: 7th grader Aubrey Chang

Week 14: 8th grader Gracemarie Williams

Week 15: 8th grader Hadley White

Lazar also received an extra allotment of tickets from the New York Jets to distribute to deserving students. To receive these tickets, students were asked to submit in writing or by video what they have personally done to help prevent bullying at Lazar and/or what the Lazar community could further do to prevent bullying. The following students submitted responses and were chosen as winners:

6th grader: Nicholas Licciardi

8th grader: Jacob Newmark

7th grader: Divya Venkatachalam

6th grader: Sanya Vaidya

7th grader: Dominick Kraemer

8th grader: Lisa Wagner

6th grader: Carleigh Baginski

PERCC (Pride, Empathy, Respect, Cooperation and Citizenship) Student of Marketing period 1 recipients:

Marking Period 1: Ann Cao, Philopatear Megala, Daniel Heras, Nicholas Del Guidice, Iremgul Karakaya

Write Eye, the middle school art and literary magazine, is now available online! The new program allows the entire school community to view and read the excellent creative work of our students in a unique magazine format. On the Lazar school page is a Quick Link for Write Eye. The last three years of magazines can now be viewed - with more to come.

William Mason - The Geography Club has been practicing the names and locations of our 50 states. They play a game that times how fast we can identify them on a US map, some children have been finished in under 3 minutes!!

The Second Graders at William Mason participated in Hour of Code. The coded using code.org and Kodable. Everyone had a great time practicing coding!!

William Mason's Pennies for Patients fundraising efforts was a huge success. The donation will help fund lifesaving cancer research and services for patients, bringing help and hope to thousands of people battling cancer. With all of the help and donations, our school

was able to raise \$5822.48. We would like to give a big shout out to Harper Goodstein who raised \$928 and to the Melzer and Albanese families who helped sell items they created on their own and to all who took the time and effort to ask family, friends and neighbors for donations. They are all heroes and have learned valuable lessons during this fundraiser; empathy, compassion and thoughtfulness for others, just to name a few. “Carrying out a random act of kindness with no expectation of reward, same in the knowledge that one day someone might do the same for you.”

We are blown away by the support and cannot thank the William Mason students, families and staff members enough. We are so proud of all our students!

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

There was no monthly report given.

Business Administrator’s Report

There was no report given.

Section G:

Committee Reports

G.1	Finance & Facilities	Karen Cortellino Joseph Daughtry Michael O’Brien Charles Grau	The Committee discussed the financial position of the district and the renovation projects planned for Summer 2020.
G.2	Curriculum & Instruction	Michael Palma David Modrak Michelle Zuckerman Michael O’Brien	The Committee discussed its last meeting, highlighting the Program of Studies, Lazar Master Schedule and the district’s Social Studies program. The Committee’s next meeting is scheduled for January 7, 2020.
G.3	Policy & Personnel	John Morella Michael Palma Michael Rappaport Charles Grau	The Committee had no report.
G.4	Communications	Karen Cortellino Charles Grau Michelle Zuckerman Michael Rappaport	The Committee had no report.
G.5	Safety & Security	John Morella Karen Cortellino Joseph Daughtry David Modrak	The Committee had no report.
G.6	Ad-Hoc		There were no Ad-Hoc Committees.
G.7	Delegate Liaisons: N.J.S.B.A.	Karen Cortellino	The Liaison discussed the Legislative Committee of NJSBA that met on December 7, 2019 to discuss vaccinations, vaping and legislative updates. The Liaison commended Susan Marinello for her presentation on Community Communications and Branding.

	Delegate Liaisons: M.C.S.B.A.	Michael O'Brien	The Liaison discussed the presentation at the last meeting on social-emotional learning. The Liaison indicated that the next meeting is scheduled for January 16, 2020.
	Delegate Liaisons: M.C.E.S.C.	John Morella	The Liaison discussed the Open House at the Central Park School on December 11, 2019.
	Delegate Liaisons: D.A.C.	Michael Palma	The Liaison had no report.
	Delegate Liaisons: Montville Athletic Boosters	Michael O'Brien	The Liaison discussed Spirit Week at the High School and that the Boosters would not be sponsoring the Mustang Dinner as each sport has its own banquet. The Liaison thanked the district staff for their support of the Fall sports, especially Dr. Rovtar for attending so many events.
G.8	P.T.C. Liaisons: Cedar Hill	Karen Cortellino	The Liaison indicated that the next meeting is scheduled for January 22, 2020.
	P.T.C. Liaisons: Hildale	Michael O'Brien	The Liaison discussed the last meeting on December 5, 2019, highlighting the upcoming events and a maintenance issues regarding the playground.
	P.T.C. Liaisons: Valley View	Joseph Daughtry	The Liaison indicated that the next meeting is scheduled for January 2020.
	P.T.C. Liaisons: William Mason	Charles Grau	The Liaison indicated that the next meeting is scheduled for February 2020.
	P.T.C. Liaisons: Woodmont	Michael Palma	The Liaison indicated that the next meeting is scheduled for January 16, 2020.
	P.T.C. Liaisons: Lazar Middle	David Modrak Michael Rappaport	The Liaison indicated that the next meeting is scheduled for January 2020.
	P.T.C. Liaisons: High School	Michelle Zuckerman Michael O'Brien	The Liaison indicated that the next meeting is scheduled for January 2020.

Section H: Public Participation

(For items on the agenda only)

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. One member of the public spoke, requesting access to the district's June 30, 2019 Comprehensive Annual Financial Report. Ms. Slunt responded.

Consent Resolutions

A motion was made by Mr. Morella and seconded by Mr. O'Brien to approved the following resolutions in a consent motion.

Section I:

I: Minutes

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

- December 3, 2019 Executive Session, Regular Meeting
- December 3, 2019 Public Session, Regular Meeting

No additional comments were made.

Section J:

Administration

J.1: Gifts, Grants and Donations

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

	Donor	Recipient	Purpose	Amount
1	Donors Choose.org	Valley View School (Nicole Profeta)	Two (2) flex space seating & supplies	Approximately \$204.81
2	Donors Choose.org	Valley View School (MaryGrace Whealan)	Four (4) sets of books for the media center	Approximately \$695.04
3	Montville Township Drug Awareness Council	Montville Township Public Schools	Vaping program for MTHS and Lazar students and a parent program (K-12)	Approximately \$3,000.00

J.2: Harassment, Intimidation and Bullying Report

WHEREAS, the Montville Township Board of Education has received the Harassment, Intimidation, and Bullying Report of the Superintendent on December 13, 2019 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 November 28, 2019 through December 13, 2019.

J.3 Authorize Replacement in the School Employees’ Prescription Plan

RESOLVED, that the Montville Township Board of Education agrees to terminate its participation in the Prescription Drug Plan with Horizon Blue Cross Blue Shield of NJ, at the end of the day on January 31, 2020.

BE IT FURTHER RESOLVED, upon the recommendation of Brown & Brown Benefit Advisors, that the Montville Township Board of Education, accept the proposal, dated November 4, 2019, from Benecard, for a contract to provide Prescription Drug Plan insurance coverage for the district, effective February 1, 2020; and

BE IT FURTHER RESOLVED, that Benecard will provide insurance coverage benefits that are substantially similar to those under the Horizon Blue Cross Blue Shield of New Jersey plan; and

BE IT FURTHER RESOLVED, that the insurance coverage rates proposed by Benecard will be valid for a 29 month period ending June 30, 2022.

BE IT FURTHER RESOLVED, that the Montville Township Board of Education authorizes the School Business Administrator to execute all documents required to implement the aforementioned insurance coverage contract with Benecard. The Board also authorizes the Business Administrator to sign all documents necessary to implement the contract with Benecard.

Dr. Cortellino thanked the Association for their input and assistance with the change in prescription providers to Benecard.

Section K:

Facilities and Finance

Chair, Dr. Cortellino – Mr. Daughtry, Mr. O’Brien, Mr. Grau

K.1: Payment of Bills

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent and School Business Administrator, approves the payment of the following bills for the period of November 20, 2019 – December 17, 2019 that shall be made a part of this record, as attached in [Document K.1](#).

Payments of Bills for:	General Fund (Fund 10)	In the amount of	\$ 2,635,192.69
	Special Revenue Fund (Fund 20)	In the amount of	61,570.75
	Capital Projects Fund (Fund 30)	In the amount of	535,931.00
	Debt Service Fund (Fund 40)	In the amount of	0.00
	Food Service Fund (Fund 60)	In the amount of	89,164.41
	MEDLC Fund (Fund 61)	In the amount of	6,438.25
	Investment Trust Fund (Fund 82)	In the amount of	0.00
	Subtotal		\$ 3,328,297.10
	Payroll – November (Various Funds)	In the amount of	4,763,223.47
	TOTAL		\$ 8,091,520.57

K.2: Transfer of Funds

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent and School Business Administrator, ratifies budget transfers for the period ending November 30, 2019 as listed on attached [Document K.2](#).

K.3: Financial Reports

WHEREAS, the Montville Township Board of Education has received the Report of the Board Secretary and the Treasurer’s Report for the month of November 2019, as attached in [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.A.C. 6A:16.10 and N.J.S.A. 18A:22-8.1, that I certify 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.

_____ Katine M. Slunt, School Business Administrator/ Board Secretary

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.A.C. 6A:16.10 and N.J.S.A. 18A:22-8.1, 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, as attached in [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 groups and organizations listed in [Document K.4](#), have requested the use of school facilities and 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, upon the recommendation of the Superintendent, approves the listed groups and organizations to rent or 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: Approval of the Professional and Other Service Providers for the 2019-2020 Fiscal Year

RESOLVED, that pursuant to PL 2015, Chapter 47, the Montville Township Board of Education renews, awards or permits to expire the following contracts previously awarded by the Board of Education.

	Service Provider	Service Rendered	Previous Contracted	Estimated Cost
New Contract:				
1	The Mansion	Senior Breakfast - Class of 2021	\$ 0.00	\$ 30.00 per person (225 minimum)
2	The Legacy Castle	Senior Prom - Class of 2021	\$ 0.00	\$ 31,500.00
3	John Cerbone	Senior Breakfast - Hypnosis Comedy Show	\$ 0.00	\$ 650.00
4	Il Tulipano	Senior Banquet - Class of 2021	\$ 57.00 per person (minimum of 180 guests)	\$ 57.00 per person (minimum of 180 guests)
5	Rutgers University	Professional Services 01/06/20	\$ 0.00	\$ 200.00

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

K.6: C.A.F.R. Acceptance Approval: 2018-2019

WHEREAS, the Board of Education has engaged the firm of Lerch, Vinci and Higgins, of Fair Lawn, New Jersey, to audit the district’s Comprehensive Annual Financial Report (C.A.F.R.) for the fiscal year ended June 30, 2019 and prepare the Auditor’s Management Report on Administrative Findings – Fiscal, Compliance and Performance, for the fiscal year ended June 30, 2019 in compliance with N.J.S.A. 18A:23-1 et seq.; and

WHEREAS, this audit has been completed and the C.A.F.R. will be filed with the State Department of Education and submitted to the Montville Township Board of Education; and

WHEREAS, the auditor has conducted exit conferences with the administration and publicly for the full board and the public at the meeting held on December 17, 2019.

THEREFORE BE IT RESOLVED, that the Montville Township Board of Education accept the Comprehensive Annual Financial Report (C.A.F.R.) for the period ended June 30, 2019 and notes no recommendations were made as a result of this audit; therefore, no Corrective Action Plan will be submitted by the School Business Administrator/Board Secretary. [Document K.6](#)

K.7: Authorization to Purchase Utilizing Ed-Data and State Contract Vendors: 2019-2020

RESOLVED, that the Montville Township Board of Education authorizes the business administrator/board secretary, acting as the district’s qualified purchasing agent, to retroactively utilize the attached list of State Contract Vendors [Document K.7.a](#), and selected Cooperative Purchasing Vendors [Documents K.7.b - K.7.e](#), for various anticipated purchases.

K.8: Revision to Energy Savings Plan: Roof Improvements

WHEREAS, The Board of Education of the Township of Montville in the County of Morris, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the territorial boundaries governed thereby) is undertaking an energy savings plan (the “ESP”) pursuant to N.J.S.A. 18A:18A-4.6; and

WHEREAS, the Board appointed Honeywell International (“Honeywell”) to develop the ESP; and

WHEREAS, Honeywell developed an energy savings plan based upon a scope of projects including individual energy conservation measures (“ECM’s”) which ECM’s included the installation of rooftop solar panels to be installed pursuant to a power purchase agreement (the “PPA”) at several schools including Cedar Hill Elementary School, Woodmont Elementary School and the High School; and

WHEREAS, such energy savings plan was submitted to and approved by the New Jersey Board of Public Utilities; and

WHEREAS, after review of the energy savings plan prepared by Honeywell, the Board approved a plan which did include the PPA but which did not specifically include roof improvements at Cedar Hill Elementary School, Woodmont Elementary School and the High School (the “Roof Improvements”); and

WHEREAS, it is advisable, given the age of the roofs at Cedar Hill Elementary School, Woodmont Elementary School and the High School, that such Roof Improvements be included in the ESP in in light of the PPA and that such Roof Improvements be undertaken in conjunction with the PPA; and

WHEREAS, the Board desires that such Roof Improvements be undertaken to the extent that the savings generated from the ESP, including savings from the PPA, will be sufficient to cover the cost of the ECM’s including the Roof Improvements; and

WHEREAS, in order to undertake the Roof Improvements as part of the ESP, the Board seeks to (i) revise the ESP to include the Roof Improvements as an ECM and (ii) authorize other actions in connection with the undertaking of the Roof Improvements.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONTVILLE IN THE COUNTY OF MORRIS, NEW JERSEY AS FOLLOWS:

- SECTION 1. The Board hereby approves and adopts a revised ESP to include the Roof Improvements. The ESP, as revised, shall be posted on the School District’s website in accordance with law.
- SECTION 2. The School District’s Long Range Facilities Plan is amended to reflect the Roof Improvements and such amendment shall be submitted to the New Jersey Department of Education.
- SECTION 3. Honeywell and the School District’s Architect are hereby authorized and directed to submit the Roof Improvements to the New Jersey Department of Education as “Other Capital Projects”.
- SECTION 4. This resolution shall take effect immediately.

K.9 Change Order Requests

WHEREAS, the district officials have determined that the following change orders in connection with the 2017 Referendum are recommended;

	Change Order	Action	Location	Original	Revised
1	PCO-1R	REVISED: Fire-Grade Glass Windows	Hilldale Media Center	\$ 31,200.00	\$ 31,230.00

	Change Order	Action	Location	Net Add:
1	CREDIT	Repair Windows due to Leaks	Hilldale Media Center	(8,500.00)
2	PCO-08	Replace Windows due to Leaks	Hilldale Media Center	32,450.00
3	PCO-15	Install Wall Pads over Table Insets	Valley View Gymnasium	28,670.00
4	CREDIT	Install Ductless Split Air Conditioning Units	Valley View Gymnasium	(11,000.00)
5	PCO-07	Remove of Existing Wall Radiator	Woodmont Media Center	1,850.00
6	PCO-14	Replace Gym Doors	Woodmont Gymnasium	12,354.00

BE IT RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent and School Business Administrator, approves the above changes orders to be added, causing an increase to the base contract amount that is funded through realized savings within the referendum project.

K.10 Change Order Requests

WHEREAS, the district officials have determined that the following change orders in connection with the 2017 Referendum are recommended;

	Change Order	Action	Location	Original	Revised
1	PCO-1R	REVISED: Mini-Split Power Off Relays	Lazar H.V.A.C. Controls	\$ 19,980.25	\$ 12,787.36

	Change Order	Action	Location	Net Add:
1	PCO-06	Install New Lights & Switches	Hilldale Media Center	4,900.00
2	PCO-11	Change Floor Material & Color	Hilldale Gymnasium	3,750.00
3	PCO-04	Remove Soffit around SmartBoard	Woodmont Media Center	3,900.00

4	PCO-05	Add Enclosure around Radiator	Woodmont Media Center	5,800.00
5	PCO-12	Floor Expansion Joint Cover	Woodmont Gymnasium	5,296.00
6	PCO-13	Paint Gym Storage Room	Woodmont Gymnasium	1,150.00
7	PCO-1R	Replace 10 Sprinkler Heads	High School- 500/600	3,000.00
8	PCO-2R	Install Enclosure around Vent Pipes	High School- 500/600	1,620.00
9	PCO-3R	Remove Existing Floor & Install VCT: Rm 511	High School- 500/600	2,076.00
10	PCO-4R	Remove Existing Floor & Install VCT: Rm 509A	High School- 500/600	1,698.00
11	PCO-5R	Paint Room 500	High School- 500/600	1,122.00
12	PCO-6R	Replace Heating Coil in Rm 505	High School- 500/600	3,516.00
13	PCO-7R	Replace Heating Coil in Rm 506	High School- 500/600	3,516.00
14	PCO-8R	Replace Heating Coil in Rm 507	High School- 500/600	3,516.00
15	PCO-9R	Replace Heating Coil in Rm 508	High School- 500/600	3,516.00
16	PCO-10R	Replace Heating Coil in Roof Top Unit 5	High School- 500/600	4,132.00
17	PCO-11R	Replace Heating Coil in Roof Top Unit 6	High School- 500/600	3,963.00
18	PCO-15	Replace Kiln Fan	High School- 500/600	2,100.00

BE IT RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent and School Business Administrator, approves the above changes orders to be taken for the project's contingency funds, causing no increase to the base contract amount.

No additional comments were made.

Section L: Personnel *Chair, Mr. Morella– Mr. Palma, Mr. Rappaport, Mr. Grau*

RESOLVED, that the Montville Township Board of Education approves 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, upon the recommendation of the Superintendent, approves the following:

	Name	Reason	Location & Position	Leave Start Date	Sick Days	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	Walden, Heidi	Amend Medical Leave	Elementary School Teacher Cedar Hill	11/18/19	17	N/A	N/A	N/A	12/16/19	Supersedes action on 11/19/19;L.1.5

2	DeGruttalo, Lindsay	Maternity Leave	Special Education Teacher Woodmont	02/18/20	24	03/23/20	03/23/20	N/A	09/01/20	Dates subject to change based on delivery
3	Yanofsky, Alassandra	Maternity Leave	Language Arts Teacher MTHS	02/10/20	7	02/20/20	02/20/20	05/31/20	09/01/20	Dates subject to change based on delivery
4	Ramirez, Danilo	Family Leave	Spanish Teacher MTHS	02/03/20	N/A	02/03/20	02/03/20	N/A	04/14/20	Intermittent leave based on pre-arranged schedule

L.2: Resignations, Retirements, Terminations

No actions are to be considered on this agenda.

L.3: Appointments and Transfers

(*denotes mentoring required)

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the following:

	Name	Action	Position	Location	Degree/ Step	Salary	Effective/ Term. Date	Discussion
1	Choi, Clare	Amend	Long Term Sub Elementary Teacher	Cedar Hill	N/A	\$115.75 Per diem	11/15/19 - 12/13/19	Supersedes action on 11/19/19;L.3.7
2	Hennigan, Kelly	Amend	Replacement Teacher	Woodmont	N/A	\$53,505.00 Prorated @ \$32,103.00	09/01/19 - 02/28/20	Supersedes action on 08/20/2019;L.3.11
3	Zuralow, Palmina	Amend	Elementary School Teacher	Valley View	MA30/19	\$104,685.00	09/01/19 - 06/30/20	Supersedes action on 04/30/2019;L.6.1 Salary includes \$1,800.00 longevity
4	Krynsa, Stephan	Amend	Part Time Work Study Program	Facilities	N/A	\$10.00 hourly	09/01/19 - 12/31/19	Supersedes action on 09/17/19;L.3.34 Not to exceed 22.5 hours weekly
5	Krynsa, Stephan	Approve	Part Time Work Study Program	Facilities	N/A	\$11.00 hourly	01/01/20 - 06/30/20	Not to exceed 22.5 hours weekly
6	DePeri, Angelo L.	Amend	Business Office Help	Business Office	N/A	\$11.00 hourly	01/01/20 - 06/30/20	Supersedes action on 12/03/19;L.3.8 Not to exceed 40 hours weekly
7	Bienskie Jackson, Rebecca	Amend	MEDLC Teacher Aide	Valley View	N/A	\$10.50 hourly	09/05/19 - 12/31/19	Supersedes action on 09/17/19;L.3.9

8	Bienskie Jackson, Rebecca	Approve	MEDLC Teacher Aide	Valley View	N/A	\$11.00 hourly	01/01/20 - 06/30/20	
9	Buli, Marissa	Amend	MEDLC Substitute Teacher Aide	Valley View	N/A	\$13.50 hourly	09/05/19 - 06/30/20	Supersedes action on 08/20/19;L.8
10	Cucci, Angelina	Amend	MEDLC Teacher Aide	Valley View	N/A	\$13.50 hourly	09/05/19 - 06/30/20	Supersedes action on 08/20/19;L.8
11	Musilli, Julia	Amend	MEDLC Substitute Teacher Aide	District	N/A	\$13.50 hourly	09/05/19 - 06/30/20	Supersedes action on 08/20/19;L.8
12	Rogers, Samantha	Amend	MEDLC Teacher Aide	Valley View	N/A	\$13.50 hourly	09/05/19 - 06/30/20	Supersedes action on 08/20/19;L.8
13	Rosario, Janae	Approve	MEDLC Teacher Aide	Hilldale	N/A	\$13.50 hourly	12/18/19 - 06/30/20	

L.4: Adjustments and Stipends

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

	Name	Action	Location & Position	Degree Step	Salary	Effective/ Term. Date	Discussion
1	Markowski, Kristen	Approve	Vocal Director Spring Musical MTHS	N/A	\$3,500.00	12/18/19 - 03/08/20	Non MTEA Stipend
2	Camuccio, Caitlin	Approve	Choreographer Spring Musical MTHS	N/A	\$2,500.00	12/18/19 - 03/08/20	Non MTEA Stipend
3	Frumolt, Brandon	Approve	Scenic Design Spring Musical MTHS	N/A	\$250.00	12/18/19 - 03/08/20	Non MTEA Stipend
4	Hannon, Mary	Approve	Costumes Spring Musical MTHS	N/A	\$1,500.00	12/18/19 - 03/08/20	Non MTEA Stipend
5	Drapete, Dennise	Approve	Extra curricular Aide Spring Musical Lazar	N/A	\$23.35 hourly	01/02/20 - 03/25/20	Not to exceed a total of 120 hours
6	Picaro, Louis	Approve	Extra curricular Aide Spring Musical Lazar	N/A	\$20.90 hourly	01/02/20 - 03/25/20	Not to exceed a total of 120 hours

7	Friedman, Rebecca	Amend	Theater Spring Musical Lazar	N/A	\$2,772.00	09/01/19 - 06/30/20	Supersedes action on 11/19/2019;L.4.5 (Amend Position)
---	-------------------	-------	------------------------------	-----	------------	---------------------	--

L.5: Appointment of Substitutes

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the following:

	Name	Action	Location & Position	Degree/ Step	Salary	Effective Date	Term. Date	Discussion
1	Sidebottom, Andrew	Approve	District/Substitute Teacher	N/A	\$80.00 per diem	12/18/19	12/31/19	\$90.00 per diem after 10 cumulative days of work

L.6: Revised Substitute Rates

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the change in substitution rates to \$100.00 per day for the attached employees, [Document L.6.1.](#)

No additional comments were made.

Section M: Curriculum, Instruction & Technology

Chair, Mr. Palma– Mr. Modrak, Ms. Zuckerman, Mr. O'Brien

M.1: Professional Day Travel

(pursuant to or in excess of Policies # 0147, 3440 and 4440)

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

	Name	Action	Location	Estimated Cost	Destination	Effective Date	Term. Date	Funding
1	Aiello, Maria	Approve	Madison, NJ	\$ 0.00	Classroom Culture & Social Interaction	12/06/19	12/06/19	Post Approve N/A
2	Esposito, Dominic	Approve	Madison, NJ	\$ 0.00	Classroom Culture & Social Interaction	12/06/19	12/06/19	Post Approve N/A
3	Carlucci, Victoria	Approve	Madison, NJ	\$ 0.00	Classroom Culture & Social Interaction	12/06/19	12/06/19	Post Approve N/A
4	Torrise, Cheryl	Approve	Madison, NJ	\$ 0.00	Classroom Culture & Social Interaction	12/06/19	12/06/19	Post Approve N/A
5	Beatty, Margaret	Approve	Madison, NJ	\$ 0.00	Classroom Culture & Social Interaction	12/06/19	12/06/19	Post Approve N/A
6	Cinquino, Nancy	Approve	Ramsey, NJ	\$ 17.57	Ed Camp FCS NJ	01/21/20	01/21/20	Title IIA; Substitute Needed
7	Mazur, Marissa	Approve	Edison, NJ	\$252.54	Trauma Informed Compassionate Classrooms	3/17/20	3/17/20	Professional Development
8	Ramirez, Dan	Approve	Mahwah, NJ	\$ 0.00	Ramapo College: NJ DECA Advisors Mandatory Dec Meeting	12/18/19	12/18/19	N/A
9	Villarosa, Hillary	Approve	New York, NY	\$184.00	NECTFL: Envisioning	02/14/20	02/14/20	Title IIA; Substitute Needed

					Language Learning Opportunities for Every Learner			
10	Clark, Kaitlin	Approve	Fairfield, NJ	\$279.00	What's New in Young Adult Literature & How to Use it in your program (Grades 6-12)	03/09/20	03/09/20	Title IIA; Substitute Needed
11	Clarke, Jessica	Approve	Washington, DC	\$3,233.70	CAL SIOP Training of Trainers Institute: Foundations	03/08/20	03/12/20	Title IIA
12	Schwartz, Sandra	Approve	Washington, DC	\$3,233.70	CAL SIOP Training of Trainers Institute: Foundations	03/08/20	03/12/20	Title IIA
13	Flores, Jennifer	Approve	Washington, DC	\$3,233.70	CAL SIOP Training of Trainers Institute: Foundations	03/08/20	03/12/20	Title IIA; Substitute Needed
14	Keating, Kathryn	Approve	New Providence, NJ	\$140.05	School Refusal	03/03/20	03/03/20	Professional Development
15	Myers, Matt	Approve	Plainsboro, NJ	\$207.57	ANJEE 2020 Winter Conference	01/24/20	01/24/20	Title IIA; Substitute Needed
16	Conte, Dara	Approve	West Orange, NJ	\$279.00	Strategies! Strategies! Strategies! Increase and Accelerate your ELL Students' Learning and Success in School (grades K-6)	02/24/20	02/24/20	Title IIA
17	Praml, Heather	Approve	New Providence, NJ	\$142.43	School Refusal: Interventions & Coordination of Care	03/02/20	03/02/20	Professional Development
18	Praml, Heather	Approve	Lakewood, NJ	\$ 0.00	Good Ideas Conference	03/06/20	03/06/20	N/A
19	Ferragina, Katherine	Approve	Mackinnon Middle School, Wharton, NJ	\$ 0.00	School visit to see "Houses" in a Middle school setting	02/13/20	02/13/20	Substitute Needed
20	Platinsky, Shari	Approve	Mackinnon Middle School, Wharton, NJ	\$ 0.00	School visit to see "Houses" in a Middle school setting	02/13/20	02/13/20	Substitute Needed
21	Platinsky, Shari	Approve	Lincoln Park Middle School, Lincoln Park, NJ	\$ 0.00	School Visit w/Lincoln Park's Climate & Culture Committee to discuss their "Houses"	01/23/20	01/23/20	Substitute Needed

22	Coppola, Alyson	Approve	Lincoln Park Middle School, Lincoln Park, NJ	\$ 0.00	School Visit w/Lincoln Park's Climate & Culture Committee to discuss their "Houses"	01/23/20	01/23/20	Substitute Needed
23	Metz, Suzanne	Approve	Javits Center, NYC	\$336.00	BookExpo	05/27/20	05/29/20	Title IIA; Substitute Needed
24	Chang, Ruomin	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
25	Letterese, Corinne	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
26	Ramirez, Dan	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
27	Przetak, Rosa	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
28	Pizarro, Ilia	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
29	Novak, Jaime	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
30	Totino, Antonio	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
31	D'Apolito, Maria	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
32	Britton, Paula	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
33	Lynn, Derek	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
34	Huang, Zishan	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
35	Petruzzella, Daniela	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
36	Festa, Matt	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
37	Villarosa, Hillary	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
38	DeLosSantos, Joanna	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed
39	Barreira, Jackie	Approve	MTHS, Montville, NJ	\$ 0.00	WL Articulation MS/HS	12/17/19	12/17/19	Substitute Needed

40	Gothelf, Judy	Approve	Mackinnon Middle School, Wharton, NJ	\$ 0.00	School visit to see "Houses" in a Middle school setting	02/13/20	02/13/20	Substitute Needed
41	Moschetti, Joanna	Approve	Mackinnon Middle School, Wharton, NJ	\$ 0.00	School visit to see "Houses" in a Middle school setting	02/13/20	02/13/20	Substitute Needed
42	Heim, Claudia	Approve	Lincoln Park Middle School, Lincoln Park, NJ	\$ 0.00	School Visit w/Lincoln Park's Climate & Culture Committee to discuss their "Houses"	01/23/20	01/23/20	Substitute Needed
43	Racioppi, Eileen	Approve	Middletown Arts Center, Middletown, NJ	\$ 56.12	2020 Breakfast and a Workshop	01/18/20	01/18/20	Title IIA; Substitute Needed

M.2: Contracted Special Services

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the following special education contracted services:

	Vendor	Action	Services	Estimated Cost	Student(s)	Effective Date	Term. Date	Discussion
1	St. Joseph's Hospital	Approve	Neurological Evaluations	\$900.00	105182 104692	12/18/19	02/21/20	2 @ \$450.00 each
2	Dr. Suckno	Amend	Psychiatric Evaluation	\$ 600.00	101386	01/16/20	01/16/20	Supersedes action on 11/19/2019 Res: M.2.2 Appointment dated changed

M.3: Approval of Field Trips

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the following in accordance with Policy 2340:

	School: Grade/Club/Team (Advisor)	Destination	Transportation Funding	Admission Fee Funding	Accommodations Funding
1	MTHS: Forensics (Miller)	Hunterdon Central HS, Flemington, NJ	Pupil	Student Activity	Pupil
2	Woodmont: 4th Grade (Janis)	Franklin Mineral Museum, Franklin, NJ	HSA/PTA	Pupil	N/A
3	Lazar: 6-8 Math Counts (Parmentier/Shuller)	Math Counts regional Competition @ NJIT, Newark, NJ	School Budget	N/A	N/A
4	MTHS: French 4H & AP (Villarosa)	Montclair State University, Montclair, NJ	Pupil	Pupil	N/A
5	MTHS: FBLA (Carey/Connolly)	Harrah's Convention Center, Atlantic City, NJ	School Budget	School Budget	School Budget
6	Cedar Hill: Preschool & ABA (Tavoletto/Petrullo)	Brookhollow's Barnyard, Boonton Township, NJ	Student Activity/Pupil	Student Activity/Pupil	N/A

7	Cedar Hill: Preschool (Tavoletto)	Brookhollow's Barnyard, Boonton Township, NJ	Student Activity/Pupil	Student Activity/Pupil	N/A
8	MTHS: Robotics Team (Queen)	High Point High, Sussex, NJ	School Budget	Student Activity	N/A

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

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following:

	Name	Action	Location & Position	Staff Supervisor	Effective Date	Term. Date	Discussion
1	Sausser, Victoria	Approve	Woodmont/ Observation	Suzanne Schneiderman	1/8/2020	1/8/2020	Sacred Heart University
2	Pallay, Alexa	Approve	District/ Observation	Kelly Goodwin	1/6/2020	1/31/2020	Teachers College, Columbia University
3	Schneiderman, Sara	Approve	District/ Observation	Jennifer Zester-DeSaye	1/6/2020	1/17/2020	Ithaca College

M.5: Out-of-District Placement

No actions are to be considered on this agenda.

M.6: Approval of Program of Studies

RESOLVED, that the Montville Township Board of Education approve the 2020-2021 District Program of Studies for the Montville Township High School: Document M.6.1: [2020-2021 Program of Studies](#).

No additional comments were made.

Section N: Policy

Chair, Mr. Morella– Mr. Palma, Mr. Rappaport, Mr. Grau

N.1: Introduction of Bylaws, Policies, and Regulations

No actions are to be considered on this agenda.

N.2: Adoption of Bylaws, Policies, and Regulations

No actions are to be considered on this agenda.

No additional comments were made.

Section P: Vote on Consent Resolutions

Roll Call

A Roll Call Vote was called by Ms. Slunt. The motion passed, as noted below:

Mr. J. Morella	Voted Yes,	on resolutions I through N, without exception.
Mr. M. O'Brien	Voted Yes,	on resolutions I through N, without exception.
Dr. K. Cortellino	Voted Yes,	on resolutions I through N, abstaining on L.6 and Check # 93008.
Mr. J. Daughtry	Voted Yes,	on resolutions I through N, abstaining on Check # 93011.
Dr. D. Modrak	Voted Yes,	on resolutions I through N, without exception.
Mr. M. Rappaport	Voted Yes,	on resolutions I through N, without exception.
Ms. M. Zuckerman	Voted Yes,	on resolutions I through N, without exception.
Mr. M. Palma	Voted Yes,	on resolutions I through N, without exception.
Mr. C. Grau	Voted Yes,	on resolutions I through N, abstaining on Check # 93033.

Section K:

Facilities and Finance

Chair, Dr. Cortellino – Mr. Daughtry, Mr. O’Brien, Mr. Grau

A motion was made by Dr. Cortellino and seconded by Mr. O’Brien to approved the following resolution.

K.11: Board Member Recognition

WHEREAS, John Morella was sworn in as a Montville Township Board of Education Member on April 27, 2010; and

WHEREAS, during his tenure as Board Member, from April 2010 through December 2019, John Morella has served as the Chair of the Morris County Educational Services Commission; and

WHEREAS, during his tenure as Board Member, John Morella served on the following Standing Committees; such as Policy & Personnel and Safety & Security; and

WHEREAS, during his tenure as Board Member, John Morella served in the Parent Group Liaison for Valley View Elementary School and the Negotiating Team for M.T.S.A.; and

WHEREAS, the Montville Township Board of Education seeks to publicly recognize the commitment and dedication of John Morella; and to extend their thanks for his years of service; and

BE IT FURTHER RESOLVED that a copy of this Resolution be presented to John Morella in recognition of his years of service to the Montville Township Board of Education on this 17th day of December, 2019.

President Grau read the above resolution, honoring and thanking John Morella for his years of service. Dr. Cortellino thanked Mr. Morella for his steady leadership and years of service, helping the district in the area of safety and security. Mr. Palma thanked Mr. Morella for his thoughtfulness and his family for their sacrifice. President Grau continued, highlighting Mr. Morella’s service with the Educational Service Commission. Mr. Morella thanked the Board for serving with him and for their support.

A Roll Call Vote was called by Ms. Slunt. The motion passed, as noted below:

Dr. K. Cortellino	Voted Yes,	on resolution K.11, with thanks.
Mr. M. O’Brien	Voted Yes,	on resolution K.11, without exception.
Mr. J. Daughtry	Voted Yes,	on resolution K.11, without exception.
Dr. D. Modrak	Voted Yes,	on resolution K.11, without exception.
Mr. J. Morella	Voted Yes,	on resolution K.11, without exception.
Mr. M. Rappaport	Voted Yes,	on resolution K.11, without exception.
Ms. M. Zuckerman	Voted Yes,	on resolution K.11, without exception.
Mr. M. Palma	Voted Yes,	on resolution K.11, without exception.
Mr. C. Grau	Voted Yes,	on resolution K.11, with regret.

Section O:

Closed Session Announcement

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

WHEREAS, the said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education will determine if it is necessary to meet in Closed Session on January 7, 2020, after the public session, to discuss the following:

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 **January 7, 2020 at 7:00 p.m. 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.

Section Q:

Old Business

There was no Old Business discussed.

Section R:

General Board Comment and New Business

There was no General Board Comments or New Business discussed.

Section S:

Public Participation

(On any item of interest)

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. One member of the public spoke, thanking Mr. Morella for his service and wishing the Board a happy holiday from the Montville Township Educational Association.

President Grau wished the public a happy holiday and reminded the Board of the next meeting on January 7, 2020.

Section T:

Adjournment

A motion was made by Mr. Morella and seconded by Mr. O'Brien to adjourn the meeting. The motion passed, all present members voting in favor of the motion. The meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Katine Slunt
Board Secretary