

WEST MILFORD TOWNSHIP BOARD OF EDUCATION

46 Highlander Drive
West Milford, NJ 07480
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www.wmtps.org

**BOARD OF EDUCATION
AGENDA
WORKSHOP/REGULAR MEETING
DECEMBER 17, 2024**

DISTRICT GOALS - 2024-2025 SCHOOL YEAR

- *Evaluate academic and instructional programming and curricular content, making adjustments as needed, to ensure an education of the highest quality is accessible for all students.*
- *Ensure the program and operational management of the district is structured in a way that maximizes the opportunities for success for all students academically, socially, and emotionally.*
- *Maintain and update district facilities in a fiscally responsible manner to ensure a safe and secure learning environment for all students to learn, grow, and thrive.*

Agenda for the Workshop/Regular Meeting of December 17, 2024, which will be held at **7:00 p.m.** in the **Macopin School Auditorium**. (The Board reserves the right to act on any and all agenda items.) NOTE: Additions and amendments are identified by parenthesis “()” on the agenda.

**PLEASE SILENCE OR TURN OFF YOUR CELL PHONES
AND NOTE THE LOCATIONS OF THE EMERGENCY EXITS.**

I. CALL TO ORDER

II. INVOCATION

III. FLAG SALUTE

IV. OPEN PUBLIC MEETINGS ACT STATEMENT

In accordance with the provisions of the Open Public Meetings Act, a public notice of this meeting has been sent to Board Members, all district schools, the Herald News, the Suburban Trends, the Record, the Messenger, West Milford Town Hall, the County Superintendent’s Office, the Board Attorney, Cablevision of Warwick and West Milford TV77; and posted in the Administration Building. Copies of the Board Meeting Calendar Resolution were provided to all local media, Town Hall, Township Library, and all district schools.

V. ROLL CALL BY MR. WILLIAM SCHOLTS, BOARD SECRETARY:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Cytowicz		Mr. Lippe		Mrs. Van Dyk	
Mrs. Dwyer		Mrs. Marquard		Mrs. Racano	
Mrs. Jurgensen		Mrs. Romeo		Mrs. Lockwood	

Agenda for the Workshop/Regular Meeting of December 17, 2024

V. ROLL CALL BY MR. WILLIAM SCHOLTS, BOARD SECRETARY:

ADMINISTRATION	POSITION	ATTENDANCE
Dr. Brian Kitchin	Superintendent of Schools	
Mr. William Scholts	Board Secretary/Business Administrator	
Mr. Daniel Novak	Assistant Superintendent	
Dr. Derek Ressa	Director of Special Services	
Andrew Brown, Esq.	Board of Education Attorney	
Megan Seidner	Student Representative	

Approximate number of the public in attendance: _____

VI. SUPERINTENDENT'S REPORT - Dr. Brian Kitchin

- On-Site Decision Day
- Governor's Educator of the Year
- Governor's Educational Services Professional of the Year
- Megan Seidner - Student Representative

VII. ASSISTANT SUPERINTENDENT'S REPORT - Mr. Daniel Novak

- Update on Parent/Teacher Conferences

VIII. SPECIAL REPORTS AND CORRESPONDENCE - Mr. William Scholts, Board Secretary/Business Administrator

Motion by _____, seconded by _____, to approve the following Board of Education meeting minutes:

- November 19, 2024 Workshop/Regular Meeting
- November 19, 2024 Executive Session

VOICE VOTE:

IX. PRESIDENT'S REPORT - Mrs. Claire Lockwood

- Election results/recognition of Board members

X. PUBLIC COMMENT REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after the President's Report. The second comment period will be scheduled after New Business.

During the first opportunity for public comment, citizens are invited to comment on subjects on the agenda items only. During the second opportunity for public comment, citizens may comment on all other general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

X. PUBLIC COMMENT REGULATIONS - Continued

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent's Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to five minutes. The Board Secretary will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (Bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer. No participant may address or question Board members individually.
5. Questions requiring investigation shall be referred by the Board to the Superintendent's Office for consideration and later response. A participant may be asked to submit such questions in written format.

XI. PUBLIC COMMENT - AGENDA ITEMS (PLEASE SIGN IN)

All speakers will have five (5) minutes to speak until a period of thirty (30) minutes transpires. Before speaking, please state your name, group affiliation and address for the record. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. After speaking, all speakers are asked to sign the register provided and give their full name, group affiliation, and their address.

All statements shall be directed to the presiding officer. No participant may address or question Board members individually.

All speakers are expected to have read the statement within the agenda regarding the regulations concerning public comments.

Members of the public are reminded that they are legally responsible and liable for their comments.

Motion by _____, seconded by _____, to close Public Comment.

VOICE VOTE:

XII. MOTION BY _____, SECONDED BY _____, TO ADOPT THE AGENDA AS PRESENTED.

VOICE VOTE:

XIII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by _____, seconded by _____, to approve the following agenda items:

1. The recommendation of the Superintendent to approve the following **SCHOOL CALENDARS:** (Calendars provided electronically.)

SCHOOL YEAR 2025-2026
SCHOOL YEAR 2026-2027
2. The recommendation of the Superintendent to approve the **2025-2026 and 2026-2027 CALENDARS FOR TWELVE MONTH EMPLOYEES.** (Calendars provided electronically.)
3. The recommendation of the Superintendent to approve an **EXCHANGE STUDENT** to attend West Milford High School, beginning January 2, 2025, through June 24, 2025. Tuition will be waived for this student.
4. The recommendation of the Superintendent to submit the **X-TREME NINJA GRANT** application for the 2024-2025 school year, in the amount of \$40,000.00.
5. The recommendation of the Superintendent to accept video equipment from **THE PASSAIC COUNTY FILM EQUIPMENT GRANT,** for the 2024-2025 school year, valued at \$1,000.00.
6. The recommendation of the Superintendent to approve an agreement with **MCCARVILL,** Moorestown, New Jersey, for MYK12 System Subscription, in an amount not to exceed \$3,419.88, effective January 1, 2025, through December 31, 2025.
7. The recommendation of the Superintendent to approve a **SUMMER READING and LITERACY PROGRAM,** from July 7, 2025, through July 31, 2025.
8. The recommendation of the Superintendent to approve the following **OVERNIGHT FIELD TRIP** for the 2024-2025 school year:

EIGHTH GRADE - WASHINGTON, D.C.

Purpose of Trip: Students will engage in a culminating experience that combines U.S. History topics, which are included in the 8th grade curriculum, current events and is also an exceptional social experience.

Location:	Washington, D.C.
Dates of Trip:	May 28 - 30, 2025
Number of Students:	Approximately 170
Cost of Trip to Students:	\$667.00
Name of Advisor(s):	Oliver Pruksarnukul
Number of Chaperone(s):	Approximately 19
Number of School Days Missed:	3 days
Cost to District:	\$0.00

NOTE: All student and chaperone fees are included in the total cost of the trip.

9. The recommendation of the Superintendent to approve the following **ADDITIONS** to the **GENERAL EDUCATION/SPECIAL EDUCATION DISTRICT CONSULTANTS, PHYSICIANS, HOSPITAL/MEDICAL CENTERS, CLINIC and AGENCIES,** for the 2024-2025 school year:

Agenda for the Workshop/Regular Meeting of December 17, 2024

XIII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

9. (Continued)

- Blazerworks LLC, Peachtree Corners, Georgia
- Judge Technical Services, Wayne, Pennsylvania
- United Therapy Solutions, Fanwood, New Jersey

10. The recommendation of the Superintendent to approve an agreement with **SPEECH CITY, LLC**, Passaic, New Jersey, for Speech Language Pathologist services in an amount not to exceed \$43,750.00, effective December 18, 2024, through June 24, 2025.

11. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Instructional and School Support Staff at the mileage rate established by the Board. (Documentation provided electronically.)

12. The recommendation of the Superintendent to approve the following Resolution:

WHEREAS, in accordance with the requirements set forth in P.L. 2010, Chapter 122, the West Milford Board of Education has received results of HIB investigative reports on **November 19, 2024**; therefore,

BE IT RESOLVED, that the West Milford Board of Education approves issuance of written decisions affirming, rejecting or modifying the Superintendent’s determination in the following HIB investigation(s):

<u>Incident Report Number</u>	<u>Board Determination</u>
2025/M-2	Substantiated
2025/E-2	Substantiated
2025/H-3	Unsubstantiated

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mrs. Dwyer		Mr. Cytowicz		Mr. Lippe	
Mrs. Jurgensen		Mrs. Romeo		Mrs. Marquard	
Mrs. Racano		Mrs. Van Dyk		Mrs. Lockwood	

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Lynda Van Dyk, Chairperson

NOTE: All appointees recommended for employment will meet the New Jersey state law requirements for the criminal history review prior to their start date.

Motion by _____, seconded by _____, to approve the following agenda items:

1. The recommendation of the Superintendent to approve the appointment of **JESSICA PIERRE**, 0.5 School Nurse, Highlander Prep/Academy (90.08.25.CJI; 90.09.25.BVD), at the annual salary of \$29,855.00 (BA/1-3) (prorated), without health benefits, effective January 2, 2025, through June 30, 2025, per Board of Education/WMEA Agreement. Account: 11-000-213-104-10-10-645

NOTE: Pending certification.

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Van Dyk, Chairperson - Continued

2. The recommendation of the Superintendent to approve the appointment of **BETHANY HERTL**, Special Class Aide, Apshawa School (PC#60.01.S5.AVX), at the annual salary of \$24,987.00 (Step 1) (prorated), with health benefits, effective January 2, 2025, through June 30, 2025, per Board of Education/WMTAA Agreement. (New Position) Account: 11-209-100-106-10-10-000

3. The recommendation of the Superintendent to approve the appointment of **MEADOW BABCOCK**, Special Class Aide, Maple Road School (PC#60.03.S5.AVX), at the annual salary of \$24,987.00 (Step 1) (prorated), with health benefits, effective January 2, 2025, through June 30, 2025, per Board of Education/WMTAA Agreement. (New Position) Account: 11-204-100-106-10-10-000

NOTE: Pending medical and fingerprint clearance.

4. The recommendation of the Superintendent to approve the appointment of **JENNIFER MALDONADO**, Replacement Social Worker (CST), Apshawa/Marshall Hill Schools, (PC#99.01.41.XXX; #99.04.41.CEG), at the per diem rate of \$250.00, with health benefits, effective January 2, 2025, through May 30, 2025, per Board of Education Agreement. (Replaces Messineo) Account: 11-000-219-104-10-10-142

NOTE: Pending medical and fingerprint clearance.

5. The recommendation of the Superintendent to approve the following **UNAFFILIATED PERSONNEL CONTRACT**, for the 2024-2025 school year, retroactive from July 1, 2024, through November 19, 2024:

<u>Employee</u>	<u>Assignment</u>	<u>Salary</u>
KRISTINE BOWLBY	Administrative Assistant to the Director of Education	\$60,843.00
Accounts: 11-000-230-105-10-10-110; 20-231-200-105-10-50-000		

6. The recommendation of the Superintendent to approve the following **JOB DESCRIPTION**: (Documentation provided electronically.)

ADMINISTRATIVE ASSISTANT TO THE ASSISTANT SUPERINTENDENT

7. The recommendation of the Superintendent to approve the following **UNAFFILIATED PERSONNEL CONTRACT**, for the 2024-2025 school year, retroactive from November 20, 2024, through June 30, 2025:

<u>Employee</u>	<u>Assignment</u>	<u>Salary</u>
KRISTINE BOWLBY	Confidential Administrative Assistant to the Assistant Superintendent	\$65,000.00
Account: 11-000-230-105-10-10-110; 20-231-200-105-10-50-000		

NOTE: Includes Confidential Stipend of \$500.00

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Van Dyk, Chairperson - Continued

8. The recommendation of the Superintendent to approve an **EXTENSION** to a leave of absence for Employee #4887, without pay, effective February 10, 2025, through June 30, 2025. (Child Rearing)

NOTE: The employee may return prior to the above date.

9. The recommendation of the Superintendent to approve a leave of absence for Employee #5326, with pay using sick days, effective January 13, 2025, through February 7, 2025, then without pay under the Family Medical Leave Act, effective February 10, 2025, through May 9, 2025. (Maternity/Child Rearing)

NOTE: The employee may return prior to the above date pending medical certification.

10. The recommendation of the Superintendent to approve a **TEMPORARY TRANSFER OF ASSIGNMENT** for **LISA LIGUORI**, from Special Class Aide, Paradise Knoll School, to Long-Term Substitute Special Education Teacher, Paradise Knoll School, at the per diem rate of \$250.00, effective January 13, 2025, through March 12, 2025, per Board of Education Agreement. (Replaces Employee #5326) Account: 11-214-100-101-10-10-000

NOTE: Pending County approval of 40-day extension. The duration of this position is based on the date of the employee's return to work.

11. The recommendation of the Superintendent to approve a leave of absence for Employee #2696, with pay using sick days, effective January 9, 2025, through February 7, 2025. (Medical)

NOTE: The employee may return prior to the above date pending medical certification.

12. The recommendation of the Superintendent to approve a leave of absence for Employee #2777, with pay using sick days, effective January 24, 2025, through February 24, 2025. (Medical)

NOTE: The employee may return prior to the above date pending medical certification.

13. The recommendation of the Superintendent to approve an intermittent leave of absence for Employee #5612, without pay under the Family Medical Leave Act, retroactive from December 9, 2024, through on or about January 31, 2025. (Medical/Caregiver)

14. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/COACHES/NURSES/SPECIAL PROJECTS** for the 2024-2025 school year, effective December 18, 2024, through June 30, 2025:

CHRISTIAN PARR (Teacher)
KHYLA CARDONA (Teacher)
MICHAEL HENSLEY (Teacher)
NICOLE NAOUM (Teacher)

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Van Dyk, Chairperson - Continued

15. The recommendation of the Superintendent to approve the following additions to the non-certified personnel list of **SUBSTITUTE SECRETARIES/BUILDING AIDES/CAFETERIA AIDES/SPECIAL CLASS AIDES/SACC AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS & VEHICLE AIDES** for the 2024-2025 school year, effective December 18, 2024, through June 30, 2025:

LEAH WHRITENOUR (SACC, Cafeteria Aide)
PATRICK SHAFFER (Operations)

16. The recommendation of the Superintendent to approve the following **WEST MILFORD SCHOOL AGED CHILD CARE (SACC)** for the 2024-2025 school year, effective January 2, 2025 - Account: 62-990-320-101-10-10-403:

<u>Employee</u>	<u>Title</u>	<u>Annual Salary</u>
MAUREEN PICCOLI	Child Care Provider	\$10,920.00

NOTE: Increase in number of days.

17. The recommendation of the Superintendent to approve a **TEMPORARY TRANSFER OF ASSIGNMENT** for **JOSE BARRIENTOS**, from Special Class Aide, Highlander Academy, to Long-Term Substitute Special Education Teacher, Highlander Academy, at the per diem rate of \$250.00, effective January 14, 2025, through March 13, 2025, per Board of Education Agreement. (Replaces Balletto) Account: 11-209-100-101-10-10-105

NOTE: Pending County approval of 40-day extension.

18. The recommendation of the Superintendent to approve a **TEMPORARY TRANSFER OF ASSIGNMENT** for **DORRIE TORP**, from Special Class Aide, Paradise Knoll School, to Long-Term Substitute Special Education Teacher, Paradise Knoll School, at the per diem rate of \$250.00, effective December 18, 2024, through February 26, 2025, per Board of Education Agreement. (Replaces Employee #3319) Account: 11-214-100-101-10-10-000

NOTE: Pending County approval of 40-day extension. The duration of this position is based on the date of the employee's return to work.

19. The recommendation of the Superintendent to approve a **TEMPORARY INCREASE OF ASSIGNMENT**, for **DIANA SINCAGLIA**, Door Monitor, High School, from 3.5 hours per day to 5.0 hours per day, at the hourly rate of \$15.50, without health benefits, effective January 2, 2025, through March 31, 2025, per Board of Education Agreement. (Replaces Murphy) Account: 11-000-226-110-10-10-000

NOTE: The duration of this position is contingent on hiring a permanent replacement for Murphy.

20. The recommendation of the Superintendent to approve a payment to **PAMELA TAVARONE-BIESIADA**, District Nurse, in the total amount of \$505.00, for services rendered from April 24, 2025, through April 26, 2025, for the High School Choir trip to New York City. Account: 11-401-100-110-10-10-000

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Van Dyk, Chairperson - Continued

- 21. The recommendation of the Superintendent to approve **CURRICULUM DEVELOPMENT** for the 2024-2025 school year, at the hourly rate of \$39.00, per Board of Education/WMEA Agreement. Accounts: 11-110-100-101-10-10-160 (Grade K); 11-120-100-101-10-10-160 (Grades 1-5); 11-130-100-101-10-10-160 (Grades 6-8); 11-140-100-101-10-10-160 (Grades 9-12). (Documentation provided electronically.)
- 22. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENTS, DITRICT ARTS FESTIVAL**, for the 2024-2025 school year - Account: 11-401-100-110-10-10-000:

<u>Staff Member</u>	<u>Assignment</u>	<u>Stipend</u>
<u>High School</u>		
HEATHER BURNS	Theatre Teacher	\$148.00
CYNTHIA GALLAUGHER	Art/Technology Education Teacher	\$148.00
JOSEPH JORDAN	Art/Technology Education Teacher	\$148.00
EDWARD MARZALIK	Art/Technology Education Teacher	\$148.00
JENNIFER MONEGO	Art/Technology Education Teacher	\$222.00
PETER SHAVER	Art/Technology Education Teacher	\$148.00
LEONARD VANWINGERDEN	Art/Technology Education Teacher	\$148.00
DANIELLE GARDNER	Family Consumer Science Teacher	\$185.00
<u>Grades 6-12</u>		
MATTHEW GRAMATA	Music Teacher	\$740.00
SUSAN KACZOR	Music Teacher	\$370.00
ERICA MCPARTLAND	Music Teacher	\$370.00
MATTHEW PACCIONE	Music Teacher	\$370.00
ANTHONY PATERNO	Music Teacher	\$370.00
DWIGHT WEAVER	Music Teacher	\$370.00
LORRAINE POAT	Art Teacher	\$370.00
<u>Grades K-5</u>		
CHELSEA PIRES	Art Teacher	\$185.00
JENNA SOKOLIK	Art Teacher	\$185.00
JESSICA ZIEGENBALG	Art Teacher	\$185.00
KRISTEN CALLAHAN	Music Teacher	\$518.00
COURTNEY MATTIE	Music Teacher	\$518.00
CHRISTINE PATERNO	Music Teacher	\$518.00

- 23. The recommendation of the Superintendent to approve the following staff members for the **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENT, DISTRICT ARTS FESTIVAL**, for the 2024-2025 school year, at a stipend of \$75.00 per chaperone - Account: 11-401-100-110-10-10-000:

<u>Chaperone</u>	<u>Assignment</u>
LORI KANE	Apshawa
SARAH WARREN	Apshawa
KRISTI CLAVE	Maple Road
TRICIA GRANAY	Maple Road
CHRISTINE GENARDI-FISHER	Marshall Hill
KELLYANN MCKEAN	Marshall Hill
KRISTEN SEIBERT	Marshall Hill

Agenda for the Workshop/Regular Meeting of December 17, 2024

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Van Dyk, Chairperson - Continued

23. (Continued)

<u>Chaperone</u>	<u>Assignment</u>
BRIAN LESLIE	Paradise Knoll
KRISTINE RALICKI	Upper Greenwood Lake
MAUREEN MULLIGAN	Upper Greenwood Lake
JENNIFER FEAR	Macopin
JACQUELINE SEGAL	Macopin

24. The recommendation of the Superintendent to approve the following **UPPER GREENWOOD LAKE ELEMENTARY STUDENT ACTIVITY AFTER SCHOOL CLUB, ADVISORS, and HOURS** for the 2024-2025 school year, at the hourly rate of \$37.00, per Board of Education/WMEA Agreement - Account: 20-231-100-101-10-50-XXX - ESEA Title I Grant:

<u>Advisor</u>	<u>Club</u>	<u>Hours</u>	<u>Payment</u>
CAYLA CASEY	Learners Club	24	\$888.00
DYLAN CAPALBO	Learners Club	24	\$888.00
HOLLIE MILLER	Learners Club	24	\$888.00
KRISTINE RALICKI	Learners Club	24	\$888.00

NOTE: Funded through the ESEA Title I Grant.

25. The recommendation of the Superintendent to approve the following **FAMILY MATH NIGHT, ADVISORS, and HOURS** for the 2024-2025 school year, at the hourly rate of \$37.00, per Board of Education/WMEA Agreement - Account: 20-280-200-101-10-50-XXX - ESEA Title IV Grant:

<u>Advisor</u>	<u>School</u>	<u>Hours</u>	<u>Payment</u>
COLLEEN BEGLEY	Marshall Hill	3.5	\$129.50
CHRISTINE GENARDI-FISHER	Marshall Hill	3.5	\$129.50
TARA GUARINO	Marshall Hill	3.5	\$129.50
RACHEL LEHR	Marshall Hill	3.5	\$129.50
KELLYANN MCKEAN	Marshall Hill	3.5	\$129.50
SHAWN RHINESMITH	Marshall Hill	3.5	\$129.50
KRISTEN SEIBERT	Marshall Hill	3.5	\$129.50

NOTE: Funded through the ESEA Title IV Grant.

26. The recommendation of the Superintendent to approve the following **MENTOR TEACHER PAYMENT** for the 2024-2025 school year:

<u>Provisional Teacher</u>	<u>Payment</u>	<u>Mentor Teacher</u>
JUDITH BRAUBURGER	\$400.00	Vincenza Certosimo

27. The recommendation of the Superintendent to approve the following **COLLEGE STUDENT(S)** for the purpose of classroom observation for the 2024-2025 school year, at no cost to the District:

<u>Student</u>	<u>College</u>	<u>School(s)</u>	<u>Subject/Grade</u>
KATHERIN GARCIA	University of Hartford	Macopin High School	Music/6-12

XIV. PERSONNEL/STUDENT AFFAIRS - Mrs. Van Dyk, Chairperson - Continued

ROLL CALL:

TRUSTEE	VOTE			TRUSTEE	VOTE			TRUSTEE	VOTE		
Mrs. Van Dyk				Mrs. Racano				Mrs. Dwyer			
Mr. Cytowicz				Mrs. Romeo				Mrs. Marquard			
Mrs. Jurgensen				Mr. Lippe				Mrs. Lockwood			

XV. OPERATIONS & FINANCE - Mr. Peter Lippe, Chairperson

Motion by _____, seconded by _____, to approve the following agenda items:

1. The recommendation of the Superintendent to approve the following Resolution:

WHEREAS, on or about November 25, 2024, the Macopin School building was experiencing an electrical issue; and

WHEREAS, the electrical conditions presented dangers of continued damage to the school facility; and

WHEREAS, the District facilities' personnel determined that the conditions presented an "immediate emergency" affecting health and safety, and communicated those conditions to the School Business Administrator who authorized the immediate award of an electrical contract, a generator rental contract, and a contract for an emergency pump replacement and installation, for the repair of the emergency condition;

NOW, THEREFORE, BE IT RESOLVED, that the West Milford Board of Education hereby authorizes payment pursuant to the "Emergency Contracts" provision of the New Jersey Public School Contracts Law, N.J.S.A. 18A:18A-7, permitting the contract for work without competitive bid for work performed by the following vendors:

KIEFFER ELECTRIC, INC.

Branchville, New Jersey \$11,728.70 (Electrical)

UNITED RENTALS

Ridgefield Park, New Jersey \$11,770.16 (Generator Rental)

BSE WELL AND WATER TREATMENT

West Milford, New Jersey \$17,800.00 (Emergency Pump)

This approval is in accordance with N.J.S.A. 18A:18A-7, and District policy and regulation #6424.

2. The recommendation of the Superintendent to approve a proposal from **LMS EDUCATIONAL CONSULTING**, Sparta, New Jersey, for professional services to conduct a Comprehensive Special Education Audit for the 2024-2025 school year, in the amount not to exceed \$15,125.00. (Documentation provided electronically.)
3. The recommendation of the Superintendent to approve a proposal from **LAN ASSOCIATES**, Midland Park, New Jersey, for Continued Environmental Investigative Services at the Transportation Depot in the amount of \$125,000.00. (Documentation provided electronically.)

Agenda for the Workshop/Regular Meeting of December 17, 2024

XV. OPERATIONS & FINANCE - Mr. Lippe, Chairperson - Continued

4. The recommendation of the Superintendent to **RESCIND** a **previously approved resolution (June 2024)** for an agreement with **FLEETSOFT**, Plano, Texas, for Fleet Maintenance software licensing, web and mobile hosting, annual support and maintenance, in the amount of \$10,895.00, retroactive from June 26, 2024, through June 30, 2025.
5. The recommendation of the Superintendent to approve an agreement with **TRANSFINDER CORPORATION**, Schenectady, New York, for Servicefinder - Asset Management Solution software licensing, web and mobile hosting, annual support and maintenance, in the amount of \$6,750.00, effective December 18, 2024, through June 30, 2025.
6. The recommendation of the Superintendent to approve the award of a contract for the purchase of two (2) 2024 Ford F-350 Pick-Up Trucks, to **ALL AMERICAN FORD OF PARAMUS**, Paramus, New Jersey, through membership with the **EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY**, Cooperative Purchasing Agreement, School Bus Bid# ESCNJ 23/24-11, for a total purchase price of \$117,660.00, and to finance said purchase through **MUNICIPAL CAPITAL FINANCE**, Allentown, Pennsylvania, with a four (4) year lease/purchase term. (Documentation provided electronically.)
7. The recommendation of Superintendent to approve the **REVISED SUBSTITUTE PAY RATES**, effective January 1, 2025, for the remainder of the 2024-2025 school year. (Documentation provided electronically.)
8. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Board Office Staff, at the mileage rate established by the Board. (Documentation provided electronically.)

ROLL CALL:

TRUSTEE	VOTE			TRUSTEE	VOTE			TRUSTEE	VOTE		
Mr. Lippe				Mrs. Dwyer				Mrs. Marquard			
Mrs. Racano				Mr. Cytowicz				Mrs. Van Dyk			
Mrs. Jurgensen				Mrs. Romeo				Mrs. Lockwood			

Motion by _____, seconded by _____, to approve the following agenda item:

9. The recommendation of the Superintendent to approve the **PAYROLL** of November 29, 2024 and December 13, 2024, in the amount of \$4,507,340.52. (Documentation provided electronically.)

ROLL CALL:

TRUSTEE	VOTE			TRUSTEE	VOTE			TRUSTEE	VOTE		
Mr. Lippe				Mrs. Dwyer				Mrs. Marquard			
Mrs. Racano				Mr. Cytowicz				Mrs. Van Dyk			
Mrs. Jurgensen				Mrs. Romeo				Mrs. Lockwood			

Motion by _____, seconded by _____, to approve the following agenda items:

XV. OPERATIONS & FINANCE - Mr. Lippe, Chairperson - Continued

- 10. The recommendation of the Superintendent to approve the **LIST OF BILLS/VENDORS** for the period ending December 17, 2024, in the amount of \$2,644,997.72. (Documentation provided electronically.)
- 11. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **December 17, 2024:**

BE IT RESOLVED, by the Board of Education of the Township of West Milford that the following transfers made on the financial records of the Board affecting the **2024-2025** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$414,557.21.

- 12. The recommendation of the Superintendent to approve the following Resolution:

WHEREAS, the Agenda file of **December 17, 2024** Regular Meeting of the Board contains the A148 Report of the Secretary and the A149 Treasurer's Monthly Report; and

WHEREAS, both the A148 and A149 are in agreement with the cash balance in the Governmental Funds of:

\$14,934,313.79 as of October 31, 2024; therefore

- BE IT RESOLVED**, that the Report of the Secretary and the Treasurer's Monthly Report be accepted. (Documentation provided electronically.)
- 13. The recommendation of the Superintendent to approve the following Resolution:

RESOLVED, that the Board certify as of October 31, 2024, after review of the Secretary's Monthly (A-148) Report and Treasurer's Monthly Report (A-149), and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over-expended in accordance with N.J.A.C. 6A:23A-13.3 and 6A:23A-16.10, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Lippe		Mrs. Dwyer		Mrs. Marquard	
Mrs. Racano		Mr. Cytowicz		Mrs. Van Dyk	
Mrs. Jurgensen		Mrs. Romeo		Mrs. Lockwood	

XVI. POLICY - Mr. William Cytowicz, Chairperson

Motion by _____, seconded by _____, to approve the following agenda items:

- 1. The recommendation of the Superintendent to approve the second reading of a **new REGULATION** entitled, "Honoring Student Achievement." (Code 5440) (Documentation provided electronically.)

Agenda for the Workshop/Regular Meeting of December 17, 2024

XVI. POLICY - Mr. Cytowicz, Chairperson

- 2. The recommendation of the Superintendent to approve the second reading of a **new POLICY** entitled, "Expectations for Conduct at Interscholastic Competitions/Events." (Code 9161.1) (Documentation provided electronically.)

ROLL CALL:

TRUSTEE	VOTE	TRUSTEE	VOTE	TRUSTEE	VOTE
Mr. Cytowicz		Mrs. Racano		Mrs. Marquard	
Mrs. Jurgensen		Mrs. Romeo		Mr. Lippe	
Mrs. Dwyer		Mrs. Van Dyk		Mrs. Lockwood	

XVII. COMMITTEE REPORTS/LIAISONS

- Parks & Recreation - Mrs. Dwyer
- Safety - Mrs. Racano/Mrs. Dwyer
- Superintendent's Roundtable - Mrs. Racano/Mrs. Van Dyk
- Passaic County School Boards Association - Mrs. Lockwood
- New Jersey School Boards Association - Mr. Cytowicz
- Legislative - Mr. Cytowicz/Mr. Lippe
- Technology Oversight - Mr. Lippe/Mrs. Marquard
- Township/Board of Education Joint Committee - Mr. Cytowicz/Mrs. Romeo/Mrs. Van Dyk/Mrs. Lockwood
- West Milford Municipal Alliance - Mrs. Van Dyk/Mrs. Jurgensen
- Special Education Parent Advisory Committee (SEPAC) - Mrs. Marquard/Mrs. Lockwood

XVIII. OLD BUSINESS

Motion by _____, seconded by _____, to close Old Business.

VOICE VOTE:

XIX. NEW BUSINESS

Motion by _____, seconded by _____, to approve the following Resolution:

WHEREAS, Mrs. Kate Romeo has served as a prominent member of the West Milford Board of Education from January 2019 until December 2024; and

Agenda for the Workshop/Regular Meeting of December 17, 2024

XIX. NEW BUSINESS - Continued

WHEREAS, Mrs. Romeo has diligently chaired the Policy Committee, served on the Education Committee, Personnel Committee, Operations & Finance Committee, and Policy Committee, and was a liaison for the West Milford Municipal Alliance Committee (formerly known as CASA), the Legislative Committee, and the Township/Board of Education Committee; and

WHEREAS, Mrs. Romeo also served as the Board President from January 2023 until December 2023; and

WHEREAS, Mrs. Romeo held uppermost the welfare of our students in her decisions and served with great skill and dedication; and

WHEREAS, her service on the Board has brought her the respect of her colleagues on the Board, the administrative staff, and the teaching and support staff;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education, on behalf of the grateful community, publicly acknowledges and expresses its sincerest appreciation to Mrs. Romeo for her outstanding contributions to the West Milford Township Public School District; and

BE IT FURTHER RESOLVED that this Resolution be spread upon the minutes of the Workshop/Regular Meeting of the Board of Education of December 17, 2024, and presented to Mrs. Kate Romeo.

VOICE VOTE:

Motion by _____, seconded by _____, to close New Business.

VOICE VOTE:

XX. PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS (PLEASE SIGN IN)

All speakers will have five (5) minutes to speak until a period of thirty (30) minutes transpires. Before speaking, please state your name, group affiliation and address for the record. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. After speaking, all speakers are asked to sign the register provided and give their full name, group affiliation, and their address.

All statements shall be directed to the presiding officer. No participant may address or question Board members individually.

All speakers are expected to have read the statement within the agenda regarding the regulations concerning public comments.

Members of the public are reminded that they are legally responsible and liable for their comments.

Motion by _____, seconded by _____, to close Public Comment.

VOICE VOTE:

Agenda for the Workshop/Regular Meeting of December 17, 2024

XXI. EXECUTIVE SESSION

At ____ p.m., _____ made a motion, seconded by _____, to go into Executive Session for the purpose of discussing personnel appointments, resignations, current litigation matters, special education matters, negotiations, and matters of attorney/client privilege.

The executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable. The Board will be in Executive Session for approximately _____ minutes.

Action _____ will be taken. Action _____ will not be taken.

VOICE VOTE:

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mrs. Van Dyk		Mrs. Dwyer		Mrs. Racano	
Mrs. Romeo		Mr. Lippe		Mrs. Marquard	
Mrs. Jurgensen		Mr. Cytowicz		Mrs. Lockwood	

XXII. ADJOURNMENT

Motion by _____, seconded by _____, to adjourn the meeting at _____.

VOICE VOTE: