MONTVILLE TOWNSHIP BOARD OF EDUCATION
REGULAR PUBLIC SESION - MEETING MINUTES

May 2, 2017
Executive Session 7:00 p.m. | Public Session 7:45 p.m.
Montville Township Municipal Building

A. President Kayne called the meeting to order at 7:00 p.m.

CLOSED SESSION

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

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education adjourns to closed session to discuss (select one or more):

1) *Superintendent's Harassment, Intimidation and Bullying ("HIB") Update and/or Recent Matters and Investigations, if any.*
2) *HIB Appeal; and*
3) *Superindent's Evaluation; and*
4) *Marching Band Director Search Process; and*
5) *Student Attendance Policy Issue; and*
6) *Lazar Principal Search Process; and*
7) *Personnel Matters.*

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 Morella, second by Member Modrak to reenter from executive session at 7:55 p.m. The motion was approved by unanimous vote.

President Kayne reconvened the meeting to order at 7:56 p.m.

BOE ROLL CALL:	Present	Absent
Dr. Cortellino	X	
Mr. Grau	X	
Mr. Johnson	X	
Dr. Kayne	X	
Dr. Modrak	X	
Mr. Morella	X	
Mrs. Novi		X
Mr. O'Brien	X	
Mr. Palma	X	
Bayann Amer	X	
Jonathan Kraft	X	

OTHERS PRESENT:

René Rovtar (Superintendent), James T. Tevis (School Business Administrator/Board Secretary) Andrea Woodring (Assistant Superintendent for Curriculum & Instruction), and Steve Bacigalup (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:

- Track Team Update
- Baseball Team Update
- Softball Team Update
- Girls' Lacrosse Team Update
- Forensics Team Update
- Junior, Rishi Meswani, recently named one of five finalists in the annual JFK Profiles in Courage Essay Contest
- Chinese Club Update.

BOARD COMMENTS:

- Member O'Brien congratulated all high school senior students that were accepted to college/universities and made their decisions yesterday.

F. SUPERINTENDENT'S REPORT

The superintendent reported on the following items:

Remarks

- Noted that thanks to Sue Marinello's (District Communications Officer) involvement, the district will have Classroom Close-up NJ at Valley View Elementary School tomorrow, May 3rd to film an episode on the "ACES" program.

- Noted her attendance at the MCASBO meeting on April 26, 2017, where a number of board members were honored.
- Noted that on this evening's agenda the board will be asked to accept Jim Tevis' retirement. She then noted that she wanted to express to Jim her sincerest appreciation for all of the support that he has offered to her since she came on board. She also noted that she has known Jim for years in working for various positions in Morris County, so this was a great oppoutunity to finally work together with him. She then wished Jim a healthy and long well deserved retirement.

Presentations

- Rishi Meswani - One of five finalists in the annual JFK Profiles in Courage Essay Contest
- 2017 Arbor Day Poster Contest Winners: 1st Place - Ines Lemee (Valley View), 2nd Place - Kayla Martinez (Valley View) and 3rd Place - Anushka Agarwal (Valley View). The Runners Up: Irene Eldho (William Mason and Reya Sinha (William Mason)
- Public Hearing and Final Adoption of the 2017-2018 Budget.
    - The superintendent presented educational initiatives included in the 2017-2018 school budget which is on this evening's agenda for adoption.
    - The business administrator then presented facility & financial highlights for the contracted 2017-2018 budget.
    - Board members' questions and comments:
        - Member Grau thanked the administration for putting the budget together and receiving County approval without any changes.
        - Member Grau inquired about the status of the Hilldale Elementary School Small Group Instruction Room Additions and a timetable for the 2017-2018 budgeted construction projects. The business administrator responded that the DOE application is being delivered tomorrow. Member Grau noted that he is disappointed in the architect's tardiness in connection with DOE submission of the project application for review and approval by the DOE, and asked that the business administrator confirm with the distirct's architects that this project will be completed by September 1, 2017.
        - The board president thanked the administration and central office for the work that has been done for the budget. He then noted that it is bittersweet that this is the last budget the business administrator will be doing for the district.

Public Participation – Final School Budget Hearing

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

Good News and Progress in our Schools

- District - For the second year in a row, Montville Township Public Schools has received the Best Communities for Music Education Award from the NAMM (National Association of Music Merchants) Foundation. The award recognizes the commitment of teachers, students, school administrators, Board of Education member, and parents who believe in music education and are working to ensure that it is a part of a complete education for all children.

- MTHS - Congratulations to Rishi Meswani (Class of '19) for recently being named one of five finalists in the annual JFK Profiles in Courage Essay Contest! Mr. Meswani wrote his essay on Senator Herbert H. Lehman (D-NY) to exemplify political and moral courage because of h outspoken opposition to fellow Senator Joseph McCarthy (R-WI). For being named one of th finalists, Mr. Meswani has won $500, a copy of JFK's book, and a certificate. The entire MTHS Community is very proud of Rishi and wishes him continued success.
- MTHS - Recently, the MTHS Make-A-Wish Club was featured by the Alternative Press for their work to raise money for a worthy cause. Club Advisor and MTHS Teacher, Mrs. Wendy Zwoboda, and her Make-A-Wish co-Presidents, Randi Dietz (Class of '18) and Maddy Carver (Class of '18), expressed a genuine love and interest in raising money to help someone else's dreams come true. MTHS Make-A-Wish is affiliated with Make-A-Wish New Jersey, which has raised money to bring joy to over 9,000 seriously-ill children. Over the next few weeks and months, the MTHS Make-A-Wish Club has several fundraisers planned so that they can reach their goal of raising $3,000 by the end of the school year. The entire MTHS Community is proud of the efforts of the 160+ active students who are part of MTHS Make-A-Wish and look forward to assisting the club raise money to bring hope to many more children.
- MTHS - Congratulations to the MTHS Chinese Club on their 2nd Place finish in the 11th Annual Chinese Cultural Project Contest! The contest, which took place on April 22nd, was co-sponsored by Seton Hall University and NJCCSF (New Jersey Chinese Cultural Studies Foundation). Mrs. Liping Meng, MTHS Mandarin teacher, organized and advised the team, which includes Eric Walker (Class of '17), Alice Li (Class of '17), Nicolette Rubel (Class of '18), Parth Agrawal (Class of '18), Andrew Lin (Class of '20), Emily Liao (Class of '18), and Brian Laurito (Class of '18). The Chinese Club also received assistance from Lihua Gu, Mikaila Ullal, Cindy Xie, and YuenChing Lai, on prop design and artwork. The entire MTHS Community is proud of the continued succes of our Chinese Club and looks forward to the competition next year.
- Valley View - On Sunday, April 16th, third graders Lily Smith and Alexis Handler organized a ran 2 miles to support the Homeless Bus. The Homeless Bus is a Montville Township based program that heads in to New York City every Saturday night to provide food, warm socks, and toiletries to homeless shelters. The girls' Run/Walk which they named, "Lexi and Lily's Run for Lives" raised $200 and will be used to buy cans of food and crackers to help feed the homeless.
- Valley View - Third graders Kaden Hieger, Harrison Edwards, and Logan Fitzpatrick are cub scouts with Pack 179. Their Pack, along with the Kiwanis Food Pantry, is collecting non-perishable food items that will be delivered to hungry families right here in Montville and throughout the state.
- Valley View - Several boys in Ms. Sullivan's third grade class have co-written a play focusing on verbal bullying. The boys wrote the script and will be performing it for our two preschool classes.
- Valley View - In Mr. Spector's second and third grade weekly guidance classes, a 'TV jeopardy' based game was played with the theme centered on conflict resolution. The students were broken up into teams and collected points for answering common scenarios that they encounter at school. A good time was had by all.
- Valley View - Natalie Lovaglio of Mrs. Otte's class recently donated 9 inches of her hair to the Patene Project at Bliss Salon in Towaco. Natalie is the third student this school year to donate their hair to either Locks of Love or the Patene Project. The Valley View community is so proud of all the girls!
- Valley View - Congratulations to all of our TREP$ participants for such a wonderful marketplace on Sunday April 23rd. Everyone did an amazing job creating their products, setting up th displays, and selling their great ideas! They should all be very proud of themselves! A huge tha you to Mrs. Otte for running the program again this year. The TREP$ program is so lucky to ha such a wonderful person teaching our children about the business world. Another big thank you to

Myla Lemee and Cathy Megaro for coordinating the TREP$ program. Without volunteers, we could not offer this wonderful program to our children. Thank you to everyone who came out to support our entrepreneurs! Congratulations again to all of the participants on a job well done!

- Valley View - Under the direction of Mrs. Mary Wilczynski, Valley View's music teacher, 4th and 5th grade students entertained special guests during the senior citizen's brunch on April 24. The students performed on Orff instruments which include xylophones, metallaphones, and glockenspiels. Some of the songs included in the performance were London Bridge, Hot Cross Buns, Row, Row, Row Your Boat, and Frere Jacques. The students meet and rehearse on alternating weeks during their recess time. They look forward to their annual performance for the senior citizens.
- Valley View - As part of the 20th annual mall project pride sponsored by the MCCEA (Morris County Council of Education Associations), the Valley View 5th grade chorus performed at the Rockaway Mall on April 26. Under the direction of music teacher, Mrs. Mary Wilczynski, the group sang a variety of choral selections. It was a wonderful experience for all 68 of the performers.
- William Mason - Mrs. Stella's and Mrs. Amodeo's 4th grade scientists learned about changing electricity into magnetism. They created Electromagnets by using a battery, a bolt and some wire. When they had their electromagnets completed, they used them to pick up paper clips!
- William Mason - The students in Mrs. Oberlin's Kindergarten Class read the book Me on the Map by Joan Sweeney. This helped the students realize where they really live in this world! Nesting cubes of different sizes were used as a visual. For example, the biggest box was our planet-Earth. Next came our continent-North America. Followed by our country-United States of America, our state-New Jersey, and lastly, our town-Montville! We created our own "Me on the Map" books to keep and read at home with mom and dad. Now that the students know they live in the country of the United States of America, they began studying the American Symbols! We learned so many facts about each symbol and created a project to go with each one. We learned about the American Flag, the Statue of Liberty, the Liberty Bell and the Bald Eagle!
- William Mason - Mrs. Oberlins's Kindergarten Class learned a lot about recycling in preparation for Earth Day! After reading Michael Recycle by Ellie Bethel, the class made "3-D owls" out of all recyclable materials! We started with a brown lunch bag stuffed with newspaper. We stapled the top closed and added details for a head, body and wings. We used two plastic can rings for the outline of the eyes and plastic milk jug lids and water bottle caps for the center of the eye. Some of us added a cardboard paper towel roll for the owl to sit on as a branch! Lastly, we added a sign to our owl that read: *"Be wise, recycle!"*
- Lazar – April showers didn't dampen the spirits or enthusiasm of Montville's Senior Citizens or the Lazar students who hosted them at the annual Senior Citizen Prom held on Thursday, April 6th. Students in the advisory group led by teachers Adrienne Scognamiglio, Michael Miller and Jeanne Matuszewski prepared for the event throughout the year, planning decorations, desserts, and entertainment. Students on entertainment committee determined the average age of the attendees, and after doing a little math, researched the songs that were most likely played at the Senior Citizen's actual High School prom. Those songs became the focus of the playlist. That playlist formed the theme of the evening which was *A 60's Throwback.* Students designed and made a photo booth resembling a VW bus which the seniors "climbed" into for their photo op. Guests received a framed picture as a memento. The tables were decorated in psychedelic colors with funky centerpieces to match. The student dessert committee planned and created an array of delicious desserts which were served at the end of a wonderful dinner. Dinner was prepared with the help of Pomptonian Food Services, with the students serving and waiting on their senior guests. The Lazar Jazz Band joined in the fun and played a selection of songs for the guests.

- Lazar – After an arduous, competitive process, seventh grade student Alexandra Velez has been selected to participate in AAUW's Tech Trek camp at Stockton University this summer. During the week-long camp, Alex will participate in a variety of activities within Science, Technology, Engineering, and Math (STEM), such as conducting chemistry and biology lab experiments, programming computer applications, and participating in a drone flight. Campers will also learn firsthand about engaging careers from women employed in STEM fields. We are all thrilled Alex will be representing Lazar Middle School as one of the campers.
- Lazar – On Tuesday, April 18, the High School Forensics team came to Lazar to perform for eighth grade students. Through humorous and improvisation acting, prepared and impromptu speeches, and debate demonstrations, the Forensics team shared their passion and talent with Lazar's eighth grade.
- Lazar – Students completed PARCC testing in Math and English/Language Arts between April 19th and April 28th.
- Lazar – Under the direction of School Counselor Susan Rappaport and Science Teacher Gabe Maffei, a successful Leadership Fair was held for Grades 6 and 7, where students were able to "visit" 25 Leadership groups to select leadership activities in which they would like to participate during the next school year.
- Lazar – 8th Grade ELA teacher, Mrs. Given, received a grant from Montville Education Fund for materials for use with *Write Eye* and in the classroom. The grant will allow the magazine to continue to produce a quality print version as well as (for the first time ever!) to publish an online version of the magazine. The online version will increase the reach of the magazine to all the members of the community. The online program will also be able to be used in classroom projects, increasing the publication potential of student work.

BUSINESS ADMINISTRATOR'S REPORT

No report.

G. COMMITTEE REPORTS

G.1 Finance and Facilities

No report.

G.2 Curriculum and Instruction

No report.

G.3 Policy and Personnel

No report.

G.4 Communications

Member Cortellino noted that a meeting was held on April 19, 2017 at which the following topics were discussed:

- Branding Logo and Meeting with Skye Design Studios
- Communication of the Referendum

G.5 Safety & Security

No report.

G.6 Ad-Hoc

No report.

G.7 Delegate Liaisons

The following delegate liaison meetings were reported on:

- **Mustang Association** – Michael O'Brien
  - ♦ Member O'Brien noted that the next meeting is scheduled for May 4, 2017.
- **MCSBA** – Karen Cortellino
  - ♦ Member Cortellino noted that a MCSBA meeting was held on April 26, 2017. This was the last meeting of the school year and was a meeting of celebration and recognition. She noted that the following Montville Township board members were recognized:
    - ❖ Member Palma – 10 years as a School Board Member
    - ❖ Member Cortellino – 10 years as a School Board Member
    - ❖ Member Grau – 20+ years as a School Board Member
    - ❖ President Kayne – Certificated Board Member

    She then noted that that Board Docs was briefly discussed, and a small music performance from Kinnelon School was given.
- **NJSBA** – Karen Cortellino
  - ♦ Member Cortellino noted that the Delegate Assembly of the NJSBA will conduct a meeting on May 20, 2017. At this meeting officers and policies will be voted on by the delegates setting goals for NJSBA.

G.8 PTC Liaisons

The following PTC liaison meetings were reported on:

- **High School** – Michael O'Brien
  - ♦ Member O'Brien noted that the next meeting is scheulded for May 17, 2017.
- **Cedar Hill** – Karen Cortellino
  - ♦ Member Cortellino noted that a meeting was held on April 19, 2017 at which the following topics were discussed:
    - ▪ Budget
    - ▪ Referendum
    - ▪ Strategic Plan

G.9 Reserved – Negotiations – (No Action)

G.10 Additional Reports

No reports.

BOARD COMMENTS:

◑ Member Grau thanked Member Cortellino for her leadership and all that she has done as President of the Morris County School Boards Association (MCSBA).

H. PUBLIC PARTICIPATION

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

The superintendent noted that resolution L.7.7 is being withdrawn from this evening's agenda.

The business administrator noted that resolution M.1.5 is being withdrawn from this evening's agenda.

Motion by Member Grau, second by Member Morella to accept the recommendation of the superintendent and adopt items I-O, less L.7.7 and M.1.5 plus the Addendum Resolution:

The board attorney then read an addendum resolution into the record as follows:

- **HIB Determination Hearing**

  WHEREAS, on or about April 20, 2017, the parent of Student #5022 sought to appeal the harassment, intimidation and/or bullying ("HIB") determination with regard to Montville Township High School's Harassment, Intimidation and/or Bullying Report MTHS #10-12; and

  WHEREAS, on May 2, 2017, a HIB hearing was held before the Montville Township Board of Education ("Board") and, at that time, the parent did attend the HIB hearing and presented evidence and testimony on her behalf; and

  NOW, THEREFORE, BE IT RESOLVED, that the Board, after having considered all of the testimony and evidence presented before it, hereby affirms its previous decision in this matter which was rendered on April 4, 2017 that on Harassment, Intimidation and Bullying Report MTHS #10-12 was determined to be an act of HIB; and

  BE IT FURTHER RESOLVED, that the Superintendent of Schools is to provide writt notification of this decision to the parent within five (5) days.

- **BOARD COMMENTS:**

  - Member Grau recognized the retirement of James Tevis, School Business Administrator, and noted that he has worked with Mr. Tevis since 2008, and remembers when he was interviewing over at the board office when it was located on Changebrige Road. He mused that when Mr. Tevis came into the district there was a little bit of trouble in the Business Office. We had some problems. He then remarked that during the past eight or nine years, Mr. Tevis has taken a leadership role in the Business Office. He also noted that as Chairman of the Finance Committee and being a retired business administrator for a couple of years himself, that he has worked closer with Mr. Tevis than anybody else. Member Grau personally thanked Mr. Tevis for everything that he has done for the children in Montville. He noted that Mr. Tevis's descisions were always made with the best interests of the district in mind and that he worked hard to help make Montville Township schools a better district. He also stated that a lot of Mr. Tevis' goals have been achieved. Mr. Grau noted that he is happy that Mr. Tevis is retiring because it is important at this time of his career. He also noted that Mr. Tevis should leave this district very proud with the work that he has accomplished, and that no matter where he goes he will be known as the Business Administrator in Montville. He commented that his colleagues wish him the best, and that he is to be awarded recognition in June at the Annual NJASBO Conference and therefore should try to attend. Member Grau congratulated Mr. Tevis and his family, and wished him all the best for a well-deserved retirement.

- Member Cortellino remarked that she too has known Mr. Tevis since he came on board, and that he had to clean up a big mess when he joined the district. She then commented that it was an honor to serve as Board President for 5 ½ years because it gave her the opportunity to get to know him better. She also noted that some of the things that comes to her mind when she thinks about describing Mr. Tevis are high standards, integrity, honesty and work ethic, and that she has never seen anyone surpass it. Member Cortellino wished Mr. Tevis all the best for a healthy and happy retirement, and noted that she will miss him.
- Member Palma seconded what Members Grau and Cortellino said about Mr. Tevis. He commented that he was happy, but sorry to see Mr. Tevis leave. He then noted that Mr. Tevis will always be appreciated, and congratulated him on his retirement.
- The board president remarked that a number of the board members were on the board when Mr Tevis began his tenure at Montville and witnessed the progress that he made the first few years in correcting the IRS and audit issues, in addition to the hundreds of other problems that existed. He then commented that over the years Mr. Tevis systematically changed the course of the district from a financial perspective in doing what he did, and doing it right. When describing Mr. Tevis, he added to the words of Member Cortellino that Mr. Tevis is also a professional. He wished Mr. Tevis a restful and enjoyable retirement, and the best of luck.
- The business administrator responded that their accolades are sincerely appreciated along with the support that he has enjoyed from each board member, especially those on the Finance and Facilities committee. He commented that accomplishments that he helped coordinate during his tenure in this district were always the product of a team effort. He then remarked that even though he is looking forward to life after retirement, that this is truly a bittersweet moment because he will always consider the Montville TownshipPublic Schools to be his "home" in terms of his carreer as a business administrator, and thanked everyone for the opportunity to serve this district.

I. MINUTES

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

- April 18, 2017 Executive Session, Regular Meeting
- April 18, 2017 Public Session, Regular Meeting

J. ADMINISTRATIVE

J.1 Gifts, Grants and Donations

Code	Donor	Recipient	Purpose	Amount
1	**Woodmont PTA**	**Woodmont 5th Grade**	**Bus Transportation Roundtrip to NYC (Approximate Value $900.00)**	

2	**Woodmont PTA**	**Woodmont 5th Grade**	**Student/Staff/Parent Chaperones Tickets to see Wicked on Broadway (Approximate Value $4,582.00)**	
3	**Davey Tree Service, Orrs Tree Service, Family Tree, Louis D'Agosto Landscaping, Alfreds Landscape Design, Eric Brauchle Landscaping, and Ace Gallagher Stump Grinding**	**Woodmont School**	**Landscaping Services, Tree Cutting Services, Flowers and Mulch**	

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 April 28, 2017, and

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education does hereby affirm the Superintendent's recommendation on Harassment, Intimidation and Bullyin regarding the HIB report dated April 14, 2017 to April 28, 2017.

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 Contracted Services Approval – School/Instruction Related Functions

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

Code	Vendor Name	Services	Cost	Funding	School	Date Effective	Date Term.	Discussion
1	Il Tulipano	Banquet	$55.00 per person (minimum of 200 guests)	Student Activity	MTHS	11/01/2017	11/30/2017	Class of 2018

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

K.6 Transportation Contract Renewal – Aldin Transportation: 2017-2018 ESY

RESOLVED, that the Montville Township Board of Education approves the renewal of In-District Extended School Year Transportation Contracts with Aldin Transporation (Paterson Terminal), at the Consumer Price Index (CPI) increase of .30%, in the total amount of $41,417.44 for the 2017-2018 school year as follows:

Route	#	Destination	Total Renewal
ESY	1	Cedar Hill School	$ 4,510.80
ESY	2	Cedar Hill School	$ 3,590.74
ESY	3	Cedar Hill School	$ 4,510.80
ESY	4	Cedar Hill School	$ 3,610.80
ESY	5	Cedar Hill School	$ 3,811.40
ESY	6	Cedar Hill School	$ 3,811.40
ESY	7	Cedar Hill School	$ 3,811.40
ESY PK 1		Cedar Hill School	$ 4,510.80
ESY PK 2		Cedar Hill School	$ 3,610.80
ESY ABA	1	Cedar Hill School	$ 5,638.50

K.7 AmeriFlex FSA Administration Services Agreement: 2017-2018

RESOLVED, that the Montville Township Board of Education approve an agreement with Ameriflex of Mount Laurel, New Jersey for Flexible Spending Account (FSA) Administration Services for the period July 1, 2017 through June 30, 2018.

K.8 Membership Renewal – Pooled Insurance Program of New Jersey: 2017-2020

WHEREAS, a number of Boards of Education in various Counties have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B and;

WHEREAS, said Pool was approved effective July 1, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool , and;

WHEREAS, the Board of Education of Montville Township has determined that membership in the Pooled Insurance Program of New Jersey is in the best interest of the District;

NOW THEREFORE, BE IT RESOLVED that the Board of Education of Montville Township does hereby agree to renew membership in the Pooled Insurance Program of New Jersey and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2017 to June 30, 2020.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Group's Bylaws and to deliver the same to the Executive Director.

K.9 **Public Hearing and Adoption of the 2017-2018 Proposed Budget**

BE IT RESOLVED, that the school budget be approved for the 2017-2018 School Year as follows:

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

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

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

- HD - Media Center/Small Group Instruction Project $ 135,000
- WM - Reconfigure Drop Off Area Project $ 25,000
- HS - Weight Room Rubberized Floor Project $ 20,000
- HS - Remove Wall Between Spin & Weight Room Project $ 25,000
- HS - Remove Carpeting from Guidance & CST Project $ 15,000
- District - Parking Lot Repairs/Paving Project $ 70,000
- District - Security Measure Intercom Replacement Project (Select Elementary Schools & High School) $ 250,000.

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

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

WHEREAS, the Montville Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current

responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

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

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

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

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

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

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

WHEREAS, the tentative budget includes the following appropriations:

- Legal $ 365,400
- Accounting $ 44,760
- Architect (general) $ 600
- Prof Development $ 89,400; and

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

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

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

L. PERSONNEL

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

RESOLVED, that the Montville Township Board of Education approve the following personnel items: (NOTE: Approval of this resolution authorizes the superintendent to submit to the county superintendent applications for emergent hiring and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. Seq., or N.J.S.A. 18A:6-4.13 et. Seq. for those employees listed below. All appointments are contingent upon receipt of proper teaching certification, and all salary placements

are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts.)

L.1 Leave of Absence

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

Code	Name	Reason	Position	Loc.	Leave Start Date	Sick Days	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	Dawson, Colleen	Amend Medical Leave	Elementary School Teacher	Cedar Hill	01/03/2017	83	N/A	N/A	N/A	05/11/2017	Supersedes action on 03/21/2017;L.1.2
2	Gonzalez, Jessica	Amend Medical Leave	Guidance Counselor	Lazar	01/17/2017	17	02/10/2017	02/10/2017	N/A	05/17/2017	Supersedes action on 04/18/2017;L.1.2
3	Vasallo-Cali, Theresa	Medical Leave	MEDLC Bookkeeper	Business Office	04/26/2017	0	04/26/2017	04/26/2017	N/A	07/20/2017	Post Approve
4	Markowski, Kristen	Maternity Leave	Vocal Music Teacher	MTHS	09/01/2017	15	10/02/2017	10/02/2017	N/A	12/18/2017	Inscludes the use of 3 Personal Days Dates subject to change based on delivery

L.2 Resignations, Retirements, Terminations

RESOLVED, that the Montville Township Board of Education accepts the following:

Code	Name	Action	Position	Loc.	Effective Date	Discussion
1	Gerber, Anita	Retirement	Mathematics Teacher	MTHS	07/01/2017	
2	Grusczynski, Patricia	Retirement	Elementary School Teacher	Valley View	07/01/2017	
3	Tarsitano, Denise	Retirement	Language Arts Teacher	Lazar	07/01/2017	
4	Sanzari, Danielle	Resignation	Math Teacher	Lazar	06/30/2017	
5	DiFirma, Tiziana	Resignation	Italian Teacher P/T	MTHS	06/30/2017	
6	Howard, Lisa	Resignation	Supervisor World Language/ESL	District	07/01/2017	
7	Slota, Maria	Retirement	ESL Teacher P/T	Hilldale	07/01/2017	
8	Rutherford, Jo-Ann	Retirement	Elementary School Teacher	Valley View	07/01/2017	
9	Tevis, James	Retirement	School Business Administrator	Business Office	07/01/2017	
10	Hersh, Frances	Retirement	Computer Literacy Teacher	MTHS	07/01/2017	

L.3 Appointments, Transfers (*denotes mentoring required)

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

Code	Name	Action	Position	Deg/ Step	Salary	Location	Date Effective	Date Term.	Discussion
1	Kao, Kimberly	Amend	Paraprofessional	N/A	$21.50 hourly	Cedar Hill	02/06/2017	04/14/2017	Supersedes action on 02/07/2017;L.3.22
2	Kao, Kimberly	Approve	Long Term Substitute Elementary School Teacher	N/A	$260.32 per diem	Cedar Hill	04/17/2017	05/10/2017	
3	Nellesen, Kimberly	Approve	Paraprofessional	N/A	$21.50 hourly	Cedar Hill	04/17/2017	06/30/2017	Replaces KK
4	Egan, Deirdre	Amend	Replacement Teacher	BA/3	$52,064.00 prorated @ $5,987.36	Lazar	01/09/2017	02/10/2017	Supersedes action on 01/17/2017;L.3.10
5	Egan, Deirdre	Approve	Social Studies Teacher	MA/3	$58,774.00 prorated @ $27,329.91	Lazar	02/13/2017	06/30/2017	Post Approve
6	Nasse, Henry	Amend	Maintenance	Step 3	$40,040.00	District	07/01/2016	06/30/2017	Supersedes action on 04/26/2016;L.7.4 Salary amended to include Black Seal
7	Colonnelli, Alexandra	Approve	Long Term Sub Guidance	N/A	$293.87 per diem	Lazar	04/24/2017	05/16/2017	Post Approve Replaces JG
8	D'Ambola, Cristina	Transfer	Special Education Teacher	MA30/12	$76,933.00	Lazar	09/01/2017	06/30/2018	Transfer from Cedar Hill
9	Monastero, Carlyn	Transfer	Elementary School Teacher	MA/4	$59,378.00	Hilldale	09/01/2017	06/30/2018	Transfer from Cedar Hill
10	Petrullo, Andrea	Transfer	ABA Teacher	BA/13	$65,253.00	Cedar Hill	09/01/2017	06/30/2018	Transfer from Valley View

L.4 Reserved - Adjustments, Stipends, Degree Changes – (No Action)

L.5 Appointment of Substitutes

RESOLVED, that the Montville Township Board of Education approve the following curriculum revision stipends for the 2016-2017 school year, in the amount of $500.00 to be paid to the following staff members:

Code	Name	Action	Position	Deg /Step	Salary	Loc.	Date Effective	Date Term.	Discussion
1	Malgeri, Samantha	Approve	Substitute Nurse	N/A	$150.00 per diem	District	05/03/2017	06/30/2017	
2	Krase, Lisa	Approve	Substitute Teacher	N/A	$80.00 Per diem	District	05/03/2017	06/30/2017	$90.00 per diem after 10 cumulative days of work

L.6 Reserved - Mentoring Assignments – (No Action)

L.7 Annual Reappointments

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following staff members are re-employed for the 2017-2018 school year:

Principals/Directors	Document L.7.1
Supervisors	Document L.7.2
Secretarial Staff	Document L.7.3
Custodial/Maintenance Staff	Document L.7.4
Teaching Staff	Document L.7.5
Unaffiliated Staff	Document L.7.6
Paraprofessionals	Document L.7.7

L.8 Withhoding of Increment

RESOLVED, that the Montville Township Board of Education, based upon the recommendation of the Superintendent of Schools, withholds the salary and employment increment of Employee #5784 for the 2017-2018 school year, for the reasons provided by the Superintendent of Schools and on record with the Board members and in the office of the Superintendent, and directs its Business Administrator/Board Secretary to provide the affected staff member with written notice of this action and the reasons thereof with ten (10) days.

L.9 Approval of Attainment of Merit Goals: Rene Rovtar

RESOLVED, that the Montville Township Board of Education certifies completion and authorizes submission of the 2016-2017 Merit Goals #2, #3, and #4 for René Rovtar, as listed below, to the Morris County Executive Superintendent of Schools:
Goal #2 - Development of a Strategic Plan for the Montville Township School District.
Goal #3 - As a continuation of the OneMontville initiative (to support acceptance, respect and kindness within the community) established during the 2015-2016 school year, a community literature circle program will be created to involve students and residents in reading and discussing the novel The Children of Willesden Lane, the story of Lisa Jura, who was one of 10,000 Jewish refugees sent to England on the Kindertransport. In addition to facilitating community involvement in the school district, this goal will also support the New Jersey Student Learning Standards in Language Arts Literacy with a focus on critical reading and analysis.
Goal #4 - Completion of the revision and approval of Job Descriptions for all positions within the Montville Township School District.

L.10 Rescind Appointment for Curriculum Revisions

RESOLVED, that the Montville Township Board of Education rescind the following curriculum revision stipends for the 2016-2017 school year, which was approved on the June 21, 2016 agenda, # L.11.108 and L.11.109, respectively:

Code	Name	Action	Curriculum	Amount
108	Sheehan, Erik	Rescind	Woods I	$500.00
109	Sheehan, Erik	Rescind	Woods II	$500.00

L.11 **Approval of Appointment for Curriculum Revisions**

RESOLVED, that the Montville Township Board of Education approve the following curriculum revision stipends for the 2016-2017 school year, in the amount of $500.00 to be paid to the following staff members:

Code	Name	Action	Curriculum	Amount
1	Morgenroth, Donald	Approve	Woods I	$500.00
2	Morgenroth, Donald	Approve	Woods II	$500.00
3	Morgenroth, Donald	Approve	Woods III	$500.00

L.13 **Athletic Event Staff**

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

Van, Deursen, Deirdr

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	Wallace, Andrea	Approve	Newark, NJ	$11.04	Future Ready Schools-New Jersey Certification Summit	05/08/2017	05/08/2017	Title IIA
2	Thomsen, Austin	Approve	Fair Lawn, NJ	$10.23	Genesis User Group	06/01/2017	06/01/2017	Professional Growth
3	DePeri, Concetta	Approve	Fair Lawn, NJ	$10.23	Genesis User Group	06/01/2017	06/01/2017	Professional Growth
4	McCloskey, Naomi	Approve	Monroe Township, NJ	$37.55	NJPSA/FEA Award Luncheon	05/17/2017	05/17/2017	Professional Development
5	**Withdrawn**							
6	O'Brien, Michael	Approve	West Windsor, NJ	$43.77	NJSBA Delegate Assembly	05/20/2017	05/20/2017	Board Member Travel
7	Grau, Charles	Approve	West Windsor, NJ	$43.77	NJSBA Delegate Assembly	05/20/2017	05/20/2017	Board Member Travel
8	Cortellino, Karen	Approve	West Windsor, NJ	$43.77	NJSBA Delegate Assembly	05/20/2017	05/20/2017	Board Member Travel

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	Rescind	Neuropsychiatric Evaluation	$600.00	100566	04/15/2017	05/31/2017	Supersedes Action on 4/4/17 Res: M.2.1 Changed Vendor
2	Dr. Jacobs	Approve	Neuropsychiatric Evaluation	$600.00	102810	05/03/2017	06/30/2017	
2	St. Joseph's Hospital	Approve	Neurological Evaluation	$450.00	100566	07/07/2017	07/31/2017	
3	Dr. Faber	Approve	Psychiatric Evaluations	$550.00	102185	05/03/2017	06/30/2017	
4	Bergen County Special Services	Approve	Audiological Services	$564.00	District Wide	05/03/2017	06/30/2017	
5	Dr. Platt	Approve	Psychiatric Evaluation	$600.00	100299	05/03/2017	06/30/2017	

M.3 Approval of Field Trips

RESOLVED, that the Montville Township Board of Education approve the following in accordance with Policy 2340:

Code	School: Grade/Club/Team (Advisor)	Destination	Transportation Funding	Admission Fee Funding	Accommodations Funding
1	**Lazar - Grade 8 (Crescente/Trautmann)**	**Church Lane/Pine Brook Cemetery/VFW, Montville, NJ**	**School Budget**	**N/A**	**N/A**

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

RESOLVED, that the Board of Education approve the following:

Code	Name	Action	Position	Location	Date Effective	Date Term.	Staff Supervisor	Discussion
1	Ferrise, Amanda	Approve	Internship	Lazar	09/06/2017	12/15/2017	Ms. Marissa Mazur	Caldwell University, Department of Psychology and Counseling
2	Castillo, Karyna	Approve	Student Teacher	Hilldale	09/06/2017	12/21/2017	Ms. Jenna Amodeo	Rowan University Office of Field Experience

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

M.6 Curriculum and Enrichment Field Trip Roster: 2016-2017

RESOLVED, that the Montville Township Board of Education approve the 2016-2017 Curriculum and Enrichment Field Trip Roster (Document M.6)

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 April 18, 2017 and has entertained public comment since that time:

0000.02 Introduction **(Document N.2.1)**
Policy 2415.06 Unsafe School Choice Option **(Document N.2.2)**
Policy 2464 Gifted and Talented Students **(Document N.2.3)**
Policy 2622 Student Assessment **(Document N.2.4)**
Policy 3160 Physical Examination **(Document N.2.5)**
Policy 4160 Physical Examination **(Document N.2.6)**
Policy 5116 Education of Homeless Children **(Document N.2.7)**
Policy 5460 High School Graduation **(Document N.2.8)**
Policy 7446 School Security Program **(Document N.2.9)**
Policy 8350 Records Retention **(Document N.2.10)**
Regulation 3160 Physical Examination **(Document N.2.11)**
Regulation 4160 Physical Examination **(Document N.2.12)**
Regulation 5116 Education of Homeless Children **(Document N.2.13)**
Regulation 2464 Gifted and Talented Pupils **(Document N.2.14)**
Policy 2320 Independent Study Programs **(Abolished)**
Policy 5465 Early Graduation **(Abolished)**

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.

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 May 16, 2017 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 May 16, 2017 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 L.7.7 and M.1.5, plus the Addendum Resolution:

	YES	NO	ABSTAIN	ABSENT	REMARKS
Charles Grau	X				Abstain on M.1.7.
John Morella	X				
Karen Cortellino	X				Abstain on M.1.8.
Michael Johnson	X				
David Modrak	X				
Michael O'Brien	X				Abstain on M.1.6.
Michael Palma	X				
Carmela Novi				X	
Matthew Kayne	X				

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

- Member Cortellino noted the retirement of Anita Gerber and Fran Hersh, and wished them a healthy and happy retirement.
- Member Grau noted with regret, the retirement of James Tevis and all of the other retirees included under resolution L.2.
- Member Johnson noted with a heavy heart, the retirement of James Tevis and expressed his deepest thanks.

P. OLD BUSINESS

None.

Q. GENERAL BOARD COMMENTS / NEW BUSINESS

- Member Grau inquired about a list of end of the year activities.
- Member Palma noted his attendance at the Hilldale concert and the Cedar Hill TREP$.
- Member Modrak noted his attendance at the Hilldale concert and TREP$.
- Member Modrak noted that a zoning board meeting is scheduled for May 3rd, where voting will be held on the Avalon Bay proposal to build 349 non-age restricted multi-family units.
- Member Cortellino and the board president noted their attendance at the DAC sponsored event discussing the opiate epidemic in Morris County will be held at the High School on Tuesday, April 25th. Member Cortellino then noted that it was a very powerful and helpful presentation.
- Member Cortellino and the board president noted theer attendance at the MBSA opening day.
- Member Johnson announced that he would not be seeking re-election in November but will complete his term. He noted that it has been a pleasure working alongside his fellow board members for three years and thanked them for all of their support through the years.
- Member Cortellino, the board president and Member Palma all expressed the positive impact that Member Johnson has had on the board and wished him well.

R. PUBLIC PARTICIPATION

One member of the public spoke regarding the following topics:

- Montville Musem – The Study of Montville by Rick Cresente and Nicole Rudge's 8th Grade Social Studies Class in honor of the Township's 150th Celebration.
- NJ National History Day Regional Competition at William PatersonUniversity

The superintendent responded to the public's comments.

S. ADJOURNMENT

There being no further matters to discuss, on a motion by Member Grau, second by Member Morella, the meeting was adjourned at 8:55 p.m. The motion was approved by unanimous voice vote.

Respectfully submitted,

James T. Tevis
School Business Administrator/
Board Secretary