

**NEW MILFORD BOARD OF EDUCATION  
MINUTES**

**REGULAR MEETING  
NOVEMBER 21, 2011**

**7:11 P.M.  
HIGH SCHOOL ROOM 336**

*New Milford School District Mission Statement*

*The New Milford Public School District provides relevant, innovative and rigorous educational opportunities to students at all grade levels.*

*The District is resolute in its attention to the development of the whole child by providing a comprehensive range of experiences essential to building capacity for independent and responsible living.*

*The program is designed to prepare all students to meet or exceed NJCCCS, to think critically, master the challenges of life-long academic, cultural, social, economic, emotional and professional advancement, as well as constructive participation as citizens in an interdependent global society.*

*The District embraces family and community as active partners in a unified effort to develop students into self-directed, self-confident adults on their journeys to becoming the next generations of entrepreneurs, builders, artists, designers, inventors, scientists, educators, caregivers, protectors, workers and leaders.*

The meeting was called to order at 7:11 p.m. Present were President Conner, Mr. Bigger, Mr. Foo, Mrs. Mechler, Mrs. Ryan, Mrs. Saslow, and Mr. Steele. Vice President Drake and Mrs. McSweeney were absent. Also present were Mr. Polizzi, Mrs. Shanley, and Mr. Sawicz. Student Board Representative Joseph DeGaetani was absent.

*After the flag salute, the Board President read the required New Jersey Open Public Meeting Law Statement. The Board announced that under its long-standing policy, it will not discuss in public any comments made by members of the public concerning individual staff members.*

**Recommended Action**

**COMMITTEE OF THE WHOLE**

**Approval of Minutes:**

*Motion by Mr. Steele, seconded by Mrs. Mechler, carried by consent of the Board, the following minutes were approved:*

October 3 Work                      October 3 Closed                      October 17 Regular                      October 17 Closed

**Open to the Public for Items on the Agenda**

*Motion by Mr. Bigger, seconded by Mr. Foo, carried by consent of the Board, the meeting was opened to the public at 7:14 p.m. There were no questions or comment; therefore, on motion by Mr. Steele, seconded by Mrs. Mechler, carried by consent of the Board, the meeting was closed to the public at that time.*

**SUPERINTENDENT OF SCHOOLS REPORT**     *Michael Polizzi*

Mr. Polizzi spoke to the Board of the following:

- The new computer lab at the High School, Room 336.
- Proposed change in the 2011-2012 school calendar in which school will re-open January 2, bringing back a potential snow day.

*Ray Cottiers spoke of the proposed service learning trip to New Orleans in partnership with Volunteers of America.*

- Colleen Tambuscio's article in Bergen County Magazine

*President Conner congratulated Mr. Cottiers on organizing the above trip.*

**DIRECTOR OF CURRICULUM & INSTRUCTION REPORT**     *Danielle Shanley*

Mrs. Shanley is excited to be part of the district's progress.

**BUSINESS ADMINISTRATOR REPORT**     *Michael Sawicz*

Mr. Sawicz spoke of funding for Room 336 and the Master Plan now being written. Funding for renovations to High School Room 336 and future projects come from savings on Special Education tuitions, the New Bridge Crossing Program, the alternative High School Program, additional State and Extraordinary Aid, and other cost savings.

**STUDENT BOARD REPRESENTATIVE REPORT**     *Joseph DeGaetani*

Absent – no report.

**BOARD ACTION**

*Motions BA44,BA45 by Mr. Steele, seconded by Mr. Foo, carried by consent of the Board:*

BA44    Adoption of new district crest

BA45    Approval to amend 2011-2012 School Calendar

**EDUCATIONAL PROGRAMS AND CURRICULUM COMMITTEE** *Peggy Saslow, Chair*

*Motions C41, C42, C43, C44, C45 by Mrs. Saslow, seconded by Mrs. Mechler, carried by consent of the Board:*

- C41 Approval to limit the percentage of district students who may participate in the Interdistrict Public School Choice Program; that percentage to be no more than 2% per grade per year limitation
- C42 Approval of field trips to date *Attachment*
- C43 Approval of student teaching placement for Spring 2012 *Attachment*
- C44 Approval of service learning trip to New Orleans, Louisiana from June 24-30, 2012, under direction of Ray Cottiers
- C45 **Approval of Curricula:**
  - High School/Middle School: Mandarin I
  - Middle School: Advanced Computers
  - Computer Graphics
  - Music of the World
  - Robotics
  - Elementary: Grade 3 Science

**PERSONNEL COMMITTEE** *Darren Drake, Chair*

*Having the recommendation of the Superintendent:*

*Motions P52, P118, P122, P123, P124, P125, P126, P127, P128, P129, P130, P131, P132, P133, P134, P135, P136, P137, P138, P139 by Mr. Foo, seconded by Mr. Bigger, carried by a roll call vote of 7-0:*

- P52 **Revision to Certificated Staff Appointment for 2011-2012:**  
Melanie Dickinson Gibbs Teacher (maternity leave replacement), eff. 9/1/11-~~12/30/11~~ 12/19/11
- P118 **Change to Rescinding of appointment of New Milford Knight School employee for 2011-2012:**  
Michael Widmer Math and Science, *eff. 9/27/11*
- P122 **Certificated Appointment for 2011-2012:**  
Scarly Elmera HS Special Ed. Teacher, BA Step 1, \$TBD, eff. 11/22/11-6/30/12 (replacing M. Heinle)
- P123 **Approval of Full-Time Paraprofessional for 2011-2012:**  
Hugo Puertos eff. 11/22/11-6/30/12 (replacing J. Saxon)
- P124 **Resignation:**  
Michael Widmer HS Special Education teacher, eff. 12/20/11
- P125 **Request for Leave of Absence (maternity):**  
Anne Marie Russo Berkley Special Education teacher, eff. 4/2/12 – 6/30/12
- P126 **Approval of Additional Latchkey Employees for 2011-2012** *Attachment*
- P127 **Approval of Interdepartmental Liaison Positions for 2011-2012:**

Keith Devereaux	Science	\$4,500
Rose DePoto	English, World Languages	\$4,500
Walter Pevny	Fine, Practical, Performing Arts	\$4,500
April Millian	Math, Business	\$4,500
David Wilson	Social Studies	\$4,500
Colleen Tambuscio	Special Education	\$4,500
- P128 **Approval of Mentor for 2011-2012 (fee paid by provisional teacher):**  
Kimberly Picardo as mentor for Alice Nieves, \$550
- P129 **Approval of Extra Pay:**  
For facilitating ELL staff workshops:
  - Marlyn Cabrera \$150
  - Nicole Vaccaro \$100
- P130 **Approval of Job Description:**  
High School Main Office/Guidance Secretary *Attachment*
- P131 **Transfer (eff. 11/22/11):**  
Jacqueline Bernard *from:* MS Secretary  
*to:* HS Main Office/Guidance Secretary, \$TBD, eff. 11/22/11-6/30/12
- P132 **Non-Certificated Appointments for 2011-2012:**  
Denise Erba MS Secretary, Step 2, \$TBD, eff. 11/22/11-6/30/12 (replacing J. Bernard)
- P133 **New Milford Knight School Employee for 2011-2012:**  
Raymond Lug Science Teacher, 1-1/2 hrs/wk @ \$40/hr. (replacing M. Widmer)  
Raymond Lug Math Teacher, 1-1/2 hrs/wk @ \$30/hr. (replacing M. Widmer)
- P134 **Request for Leave of Absence (medical):**  
Brett Lyness Grounds Foreman, eff. 11/22/11-2/17/12
- P135 **Additional Substitute Teachers for 2011-2012** *Attachment*
- P136 **Approval of Hourly Rate Employees for 2011-2012:**  
Scarly Elmera ABA therapy/direct instruction, 10 hrs/wk for approximately 30 wks @ \$45/hr.

**PERSONNEL (con't):**

- P137 **Approval to use 2011-2012 vacation days accrued to date:**  
James Volk HS Head Custodian, eff. 12/7/11-12/20/11
- P138 **Request for Leave Absence (medical):**  
James Volk HS Head Custodian, eff. 12/21/11-12/31/11
- P139 **Approval of Spring Coaching Position for 2011-2012:**  
Jeffrey Fiscina Assistant Softball Coach

**FINANCE COMMITTEE** David Foo, Chair

Motions F104,F105,F106,F107,F108,F109,F110,F111,F112,F113,F114,F115,F116,F117,F118,F119 by Mr. Foo, seconded by Mr. Steele, carried by consent of the Board:

- F104 Approval of September 2011 Secretary’s and Treasurer’s Reports
- F105 Approval of October 2011 payroll: \$ 1,612,273.85
- F106 Approval of October 2011 payroll agency bills: \$ 677,326.42
- F107 Approval of October 2011 cafeteria bills: \$ 69,620.70
- F108 Approval of November 2011 bills: \$ 962,728.77 Attachment
- F109 Approval of October 2011 budget transfers Attachment
- F110 Approval and acceptance of Board Secretary and Board of Education’s monthly certification of budgetary major account/fund status that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a): October 31, 2011.
- F111 Approval of professional development opportunities Attachment
- F112 Approval of Revised Budget for Performing Arts Summer Camp for Kids Attachment
- F113 Approval of Revised Latchkey budget and tuition rates for 2011-2012 Attachment
- F114 **Approval of Special Education tuition contracts for 2011-2012:**  
High Point School Student KP attending 9/1/11-9/20/11, at a cost of \$1,331.20  
Cornerstone Day School Student RC attending 11/16/11-6/30/12, at a cost of \$43,155.00
- F115 **Approval of Professional Service for 2011-2012:**  
Norren Cinotti ABA therapy/direct instruction, 4 hrs/wk for 29 weeks, plus one 1-hour clinic every 6 weeks at \$40/hr, for a total of \$4,840 (replacing Kaitlin Gallagher)  
Justin Genovese ABA therapy/direct instruction, 4 hrs/wk for 29 wks @ \$40/hr, for a total of \$4,640 (additional as required for student’s IEP)
- F116 Approval of \$93,098.75 to Callahan & Fusco, LLC
- F117 **Approval of Transportation Jointure Agreements for 2011-2012:**  
Route: Joint with: Host:  
EA105 - Dwight Morrow HS, Englewood Englewood Englewood  
V3-Work/Study Program, Cresskill to Tenafly Cresskill Cresskill  
V6- Work/Study Program, Tenafly to New Milford Cresskill Cresskill
- F118 Approval and acceptance of 2010-2011 Independent Audit and CAFR Report as per detailed report on file and attached synopsis
- F119 Approval for Board Member Peggy Saslow to attend the Federal Relations Network Conference in Washington, DC to be held February 5-8, 2012, at a cost not to exceed \$1,000
- F120 **Approval of salary funded by Education Jobs Fund:** Allowable adjustment to the 2011-2012 Budget for an additional amount of \$2,415 for supplemental federal funding received in November 2011 to be used for the salary of Carl Scariati and charged to the grant.

**FACILITIES COMMITTEE** David Foo, Chair

Motions FA18,FA19,FA20 by Mr. Foo, seconded by Mrs. Saslow, carried by consent of the Board:

- FA18 Approval of Fire Drill Log and Security Drill for October 2011 Attachment
- FA19 Approval to dispose of obsolete or broken equipment from Middle School Attachment
- FA20 Approval to dispose of obsolete desk printer from High School Attachment

**POLICY COMMITTEE** Peggy Saslow, Chair

First reading of the following policies and regulation by Mrs. Saslow:

- 0142 Board Member Qualifications, Prohibited Acts, and Code of Ethics
- 2431.4 Concussion Testing and Return-to-Play
- R2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries
- 2414 Programs and Services for Pupils in High Poverty and in High Need School Districts
- 6220 Budget Preparation
- 6820 Financial Reports

**Open to the Public**

*Motion by Mrs. Saslow, seconded by Mrs. Ryan, carried by consent of the Board, the meeting was opened to the public at 7:43 p.m. The following questions or comments were made:*

- Lynn LePage had questions regarding the revision to the 2011-2012 school calendar. Her concern was for teachers who had already made plans which would prevent them from returning on January 2. She also asked if the day would be given back if it was not used. Mr. Polizzi addressed these questions.

*There being no further questions or comments, on motion by Mr. Steele, seconded by Mrs. Mechler, carried by consent of the Board, the meeting was closed to the public at 7:45 p.m.*

**Committee/Liaison Reports**

- Mrs. Saslow spoke of the NJSBA Delegate Assembly; there were no significant accomplishments made.
- Mrs. Ryan advised the Board that fundraising for the Educational Foundation will begin shortly.

**Old/New Business:**

None

*Motion by Mrs. Mechler, seconded by Mr. Foo, carried by consent of the Board, the Board went into closed session at 7:50 p.m.*

*Motion by Mr. Steele, seconded by Mrs. Mechler, carried by consent of the Board, the Board resumed open session at 8:02 p.m.*

*Motion P117 by Mr. Foo, seconded by Mr. Steele, carried by a roll call vote of 7-0:*

P117 **Revision to Salary Guide Placement:**  
Dorene Zacher                      ~~Step 9~~ Step 6

*There being no further business, on motion by Mrs. Saslow, seconded by Mrs. Mechler, carried by consent of the Board, the meeting adjourned at 8:04 p.m.*

Respectfully submitted,

Michael Sawicz  
Board Secretary

MS/lv