

**BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
REORGANIZATION & REGULAR MONTHLY MEETING
May 3, 2010
Board Secretary's Memorandum**

OPEN MEETING

Mr. Gary Grembowiec, Business Administrator/Board Secretary will preside and voice the call to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC: Notice of the May 3, 2010 meeting of the Board of Education was e-mailed to the Clerks of the Boroughs of Essex Fells, North Caldwell and Roseland and to the Township of Fairfield, and to the editor of The Progress on April 23, 2010 and The Star Ledger on the same day.

OATH OF OFFICE: Board Members to be sworn in at 7:00 PM

ROLL CALL

ELECTION

- The Secretary will conduct the election of the President of the Board.
Nomination by _____ Seconded by _____.

ROLL CALL: Yes:
No:
Abstain:
Absent:

- The newly elected President will conduct the election for Vice-President of the Board.
Nomination by _____ Seconded by _____.

ROLL CALL: Yes:
No:
Abstain:
Absent:

- The Secretary will read the results of the West Essex Regional School District Election held on Tuesday, April 20, 2010.

West Essex Regional Board of Education
REORGANIZATION AGENDA – May 3, 2010

The following finance motions are made at the recommendations of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, **Item #1**, has been deemed to be non-controversial, in a matter of routine business, and will be voted upon in one motion.

Motion by the **Board President** Seconded by _____ to approve the following motions:

ACTION ITEMS

1. Annual Board Resolutions – Required for the Annual Organizational Meeting for the 2010/2011 school year except as noted:
 - A. Regular Meeting Dates
 - B. Special Meetings
 - C. Depository of Funds, General Fund & Bond Proceeds Accounts
 - D. Payroll Accounts
 - E. Other Depositories
 - F. Approval for Petty Cash Accounts
 - G. Bank Authorizations
 - H. Designation of Banks for Investment Purposes
 - I. Auditor for the District
 - J. Official Newspapers
 - K. Policies Adoption
 - L. Insurance Agent and Broker for the District
 - M. Appointment of Treasurer of School Monies
 - N. Psychological Examiners for the District
 - O. Affirmative Action Officers
 - P. Adoption of Curriculum
 - Q. Adoption of Textbooks & School Software
 - R. Attendance Officers
 - S. Counsel for the District
 - T. Construction Attorney for the District
 - U. Appointment of Indoor Air Coordinator and Chemical Hygiene Coordinator
 - V. Tax Payment Schedule
 - W. Appointment of Board Secretary
 - X. Custodian of Record
 - Y. Compliance Officers
 - Z. Code of Ethics
 - AA. Purchasing Agent
 - BB. Tax Shelter Annuity Companies
 - CC. Award of Contracts up to Bid Threshold and Set Quote Threshold
 - DD. Substance Awareness Coordinator
 - EE. Chart of Accounts

Composite Tally Sheet
 West Essex Regional School District in Essex County
 Annual Election – Tuesday, April 20, 2010

	PUBLIC QUESTION #1 \$30,787,000	
	YES	NO
ESSEX FELLS	240	161
FAIRFIELD	483	465
NORTH CALDWELL	715	394
ROSELAND	719	572
GRAND TOTALS	2157	1592

BOROUGH OF ROSELAND ONE MEMBER OF THE BOARD OF EDUCATION 1 Yr Term	BOROUGH OF ROSELAND ONE MEMBER OF THE BOARD OF EDUCATION 3 Yr Term	BOROUGH OF NORTH CALDWELL TWO MEMBERS OF THE BOARD OF EDUCATION 3 Yr Terms
Carolann Aschoff	David Laible	Marie Rosenberg 537
693	596	Diane Storey 615

BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT

MEMORANDUM

TO: Members of the Board of Education

FROM: **Gary J. Grembowiec, Board Secretary/School Business Administrator**

SUBJECT: Resolutions Required for the Annual Organizational Meeting – May 3, 2010

A. REGULAR MEETING DATES

RESOLVED that the attached list of dates beginning May 3, 2010 and ending April 11, 2011 be established as the regular meeting dates for the West Essex Regional School District.

Meetings will be held in the Library of the West Essex Senior High School at 7:30 p.m.

Pages 13 & 14

B. SPECIAL MEETINGS

RESOLVED, that in accordance with Chapter 231, Laws of 1975, Special Meetings of the Board of Education may be called 48 hours or more prior to the meeting by giving written notice of the date, time, location and agenda (if known) of the special meeting, and also whether formal action may or may not be taken.

C. DEPOSITORY OF FUNDS, GENERAL FUND, BOND PROCEEDS AND FOOD SERVICE ACCOUNTS

RESOLVED, that **Lakeland Bank** be approved for depository of funds effective July 1, 2010 through June 30, 2011 (general fund, bond proceeds and food service enterprise) and that the facsimile signatures of the President, the Board Secretary, and the Treasurer of School Funds be required on all disbursements of the Board of Education.

Board President
Board Secretary
Treasurer of School Funds

D. PAYROLL ACCOUNT

RESOLVED, that the Secretary continue in existence a payroll account, established as commensurate with the needs of this Board of Education.

BE IT FURTHER RESOLVED, that the facsimile signature of the Treasurer of School Monies, be required on all disbursements from this account.

Resolutions Necessary to the Annual Organizational Meeting

E. OTHER DEPOSITORIES

RESOLVED, that the Board of Education designate the following banking institutions effective July 1, 2010 through June 30, 2011 as official depositories requiring the signature of the Board Secretary and the Superintendent (*alternate signature is the Treasurer of School Monies*):

Lakeland Bank	Unemployment Trust Account Payroll Agency Account Student Activity Account (checking) Student Activity Account (money market) Robert J. Cerasia Memorial Fund (scholarship) Stephen DeMaio Memorial Fund (scholarship) GEO P. Bartholomew Memorial Fund (scholarship) Patrick Flaherty Memorial Fund (scholarship) Todd J Francavilla Memorial Fund (scholarship) Gail Rogavin Scholarship Fund (scholarship) Richard & Ruth Ebersbach Memorial Fund (scholarship) James Gorman Memorial Fund Dr. Harvey Rossinow Memorial Scholarship Fund West Essex Holocaust Symposium Trust Fund Louis Tamsco Sr. Marching Band
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Lakeland Bank	Bond Proceeds Account (Investments)
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Spencer Savings Bank	Bond Proceeds Account (Investments)
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F. APPROVAL FOR PETTY CASH ACCOUNTS

RESOLVED, upon recommendation of the Superintendent of Schools that the Board of Education approve the petty cash funds at the below listed locations in the following amounts:

	<u>Amount</u>	<u>Maximum Single Expenditure</u>
Business Office	\$ 200.00	\$50.00
Business Office Checking Account	\$200.00	\$200.00

Per Board Policy # 6620.

Resolutions Necessary to the Annual Organizational Meeting

G. BANK AUTHORIZATIONS

RESOLVED, that the Board of Education adopt the following resolution and authorize the President and Secretary to furnish signature cards as required by the various banking institutions and may be appropriate for the particular account:

RESOLVED:

1. That an account or accounts be continued with **Lakeland Bank** (hereinafter called the bank), titled General Fund Account, etc. and there may be deposited to its credit in one or more accounts with the bank any monies, checks and other instruments which may come into possession of this corporation. Any other property may be deposited with the bank for sake keeping, custody and other purposes. Items for deposit, collection or discount may be endorsed by any person authorized to sign; checks, or endorsement thereof may be made in writing or by a stamp without designation of the person so endorsing.
2. All three of the following: President or Vice President, Treasurer of School Monies and Board Secretary of this corporation are authorized on behalf of this corporation and in its name, (a) to sign checks, savings withdrawals, drafts, notes, acceptances and other instruments and orders for the payment of money or for the withdrawal or delivery of funds or other property at any time held by the bank for the account for the conduct of any account of this corporation with the bank; (b) to accept drafts, and other instruments payable at the bank, and to waive demand, protest and notice of protest of dishonor of any instrument made, drawn, or endorsed by this corporation; and (c) to endorse, negotiate, and receive, or authorize the payment of, the proceeds of, any negotiable or other instruments or orders for the payment of money payable to or belonging to this corporation.
3. The bank may honor all such checks and other instruments for the payment or delivery of money or property when signed as authorized above, including any payable to the bank or to any signer or other officer or employee of the corporation or to cash or bearer, and may receive the same in payment of or as security for the personal indebtedness of any signer or other officer or employee or other person to the bank or in any transaction whether or not known to be for the personal benefit of any such person, without inquiry as to the circumstances of their issue or the disposition of their proceeds, and without liability to the bank, and without any obligation upon the bank to inquire whether the same be drawn or required for the corporation's business or benefit.

RESOLVED, that the foregoing resolution shall continue in full force and effect and the bank may rely on them until a certified copy of a subsequent resolution of the Board of Directors of this corporation modifying or rescinding any or all such resolutions shall have been actually received by the bank.

Resolutions Necessary to the Annual Organizational Meeting

H. DESIGNATION OF BANKS FOR INVESTMENT PURPOSES

WHEREAS, the West Essex Regional Board of Education desires to maximize the return to the Board on invested funds, and

WHEREAS, the West Essex Regional Board of Education believes that this can best be accomplished through competitive quotations,

NOW THEREFORE BE IT RESOLVED that the West Essex Regional Board of Education designate the following banks having branches in the County of Essex:

- Lakeland Bank
- Spencer Savings Bank
- TD Wealth Management

DESIGNATION OF BANKS FOR INVESTMENT PURPOSES

Referendum Investments:

- Bankers Trust Company, New York City (NJ Cash Management Fund)
- NJ/ARM (Asset Rebate Management Program)
- Spencer Savings Bank
- Lakeland Bank

as eligible depositories of record for investment purposes, and

BE IT FURTHER RESOLVED that the West Essex Regional Board of Education hereby authorizes the Board Secretary to solicit quotations from these banks and to invest Board of Education funds in them subject to the restrictions in Title 18A.

I. AUDITOR FOR THE DISTRICT

WHEREAS, there exists a need for the performance of the statutory annual audit of accounts of the West Essex Regional School District, and

WHEREAS, the funds are available for this purpose, and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et, seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised;

NOW THEREFORE BE IT RESOLVED by the Board of Education of the West Essex Regional School District in Essex County as follows:

1. The firm of **Lerch, Vinci & Higgins, LLP** Certified Public Accountants of 17-17 Route 209, Fair Lawn, NJ 07410 is hereby appointed auditor with fees of \$28,000.00 for the West Essex Regional School District Board of Education.
2. This appointment is made without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because the appointment is made for services performed by a person or persons authorized by law to practice a recognized profession and whose practice is regulated by law.

Resolutions Necessary to the Annual Organizational Meeting

I. (continued) AUDITOR FOR THE DISTRICT

3. A copy of this resolution shall be published in The Progress, (Parker Publications) as required by law within ten days of its passage.

Enclosed

J. OFFICIAL NEWSPAPERS

RESOLVED, that the official newspapers, for all purpose of advertising legal notices, be designated **The Progress, (Parker Publications)**, Bernardsville, New Jersey, and/or **The Star-Ledger**, Newark, New Jersey.

K. POLICIES ADOPTION

RESOLVED, that the current board policies adopted by the West Essex Regional School District Board of Education, either by code, number, resolution, motion or inference of intent, be re-adopted completely.

L. INSURANCE AGENT AND BROKER FOR THE DISTRICT

RESOLVED, that the **Bollinger Insurance Agency**, Short Hills, serve as the Agent and Broker of Record in the matter of insurance for the West Essex Regional School District at the pleasure of the Board of Education.

RESOLVED, that **Grinspec Consulting**, a Division of Brown and Brown Insurance, serve as Agent and Broker of Record in the matter of Health Insurance for the West Essex Regional School District at the pleasure of the Board of Education.

RESOLVED, that **AFLAC** serve as Agent and Broker of Record in the matter of voluntary disability insurance for the West Essex Regional School District at the pleasure of the Board of Education.

M. APPOINTMENT OF TREASURER OF SCHOOL MONIES

RESOLVED, that **Richard T. Mondelli** of Westfield, serve as the Treasurer of School Monies for the West Essex Regional School District at the pleasure of the Board of Education at a stipend.

N. PSYCHOLOGICAL EXAMINERS FOR THE DISTRICT

RESOLVED, that **Ms. Amy Brecher** serve as the psychological examiner for the West Essex Regional School District at the pleasure of the Board of Education.

O. AFFIRMATIVE ACTION OFFICERS

RESOLVED, that the following serve as designated affirmative action officers for the West Essex Regional School District at the pleasure of the Board of Education:

Juliann Hoebee, Assistant Principal	West Essex Senior High
Lisa Tamburri, Assistant Principal	West Essex Junior High

Resolutions Necessary to the Annual Organizational Meeting

P. ADOPTION OF CURRICULUM

WHEREAS the West Essex Regional Board of Education, in accordance with N.J.A.C. 6:8-4.5, is to annually adopt its program of curriculum offerings (available for review in the office of the Director of Curriculum & Instruction or Principal's Office),

NOW THEREFORE BE IT RESOLVED that the West Essex Regional Board of Education, upon the recommendation of the Superintendent of Schools, does hereby adopt this curriculum to be offered throughout the West Essex Regional School District for the period September 1, 2010 through June 30, 2011.

Q. ADOPTION OF TEXTBOOKS & SCHOOL SOFTWARE

WHEREAS the West Essex Regional Board of Education in accordance with N.J.A.C. 6:8-4.5, is required annually to adopt textbooks and school software to be used in the school district, (approved list is available for review in the office of the Director of Curriculum & Instruction or Principal's Office), and

WHEREAS the School District has those books in its possession,

NOW THEREFORE BE IT RESOLVED that the West Essex Regional Board of Education, upon the recommendation of the Superintendent of Schools, does hereby adopt these textbooks and school software to be used in the West Essex Regional School District for the period September 1, 2010 through June 30, 2011.

R. ATTENDANCE OFFICERS

WHEREAS there exists a need for the services of Attendance Officers for the West Essex Regional School District,

NOW THEREFORE BE IT RESOLVED that the West Essex Regional Board of Education upon the recommendation of the Superintendent of Schools, does hereby appoint **Ray Rotella**, Assistant Principal of the Senior High School as Senior High School Attendance Officer and **Lisa Tamburri**, Assistant Principal of the Junior High School as Junior High School Attendance Officer for the 2010-2011 school year.

S. COUNSEL FOR THE DISTRICT

WHEREAS, there exists a need for the services of counsel of the Board of Education of the West Essex Regional School District, and

WHEREAS, funds are available for this purpose, and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11 et.seq.) requires that a resolution authorizing the award of contracts for "Professional Services" without competitive bids be adopted by a majority of the full Board.

NOW THEREFORE BE IT RESOLVED by the Board of Education of the West Essex Regional School district in Essex County approves of the following:

Resolutions Necessary to the Annual Organizational Meeting

S. (continued) COUNSEL FOR THE DISTRICT

1. The firm of **Fogarty & Hara** of Fair Lawn, New Jersey, 07410 is hereby appointed counsel to the West Essex Regional School District Board of Education with fees of \$165.00 per hour (partner) and \$145.00 per hour (associate).
2. The appointment is made without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because the appointment is made for services performed by a person or persons authorized by law to practice in New Jersey and this procedure is regulated by law.
3. A copy of this resolution shall be published in The Progress (Parker Publishing) as required by law within ten days of its adoption.

Enclosed

T. CONSTRUCTION ATTORNEY FOR THE DISTRICT

WHEREAS, there exists a need for the services of a construction attorney of the Board of Education of the West Essex Regional School District, and

WHEREAS, funds are available for this purpose, and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11 et.seq.) requires that a resolution authorizing the award of contracts for "Professional Services" without competitive bids be adopted by a majority of the full Board.

NOW THEREFORE BE IT RESOLVED by the Board of Education of the West Essex Regional School district in Essex County approves of the following:

1. The firm of **McElroy, Deutsch, Mulvaney & Carpenter, LLD** of Morristown, NJ is hereby appointed construction attorney to the West Essex Regional School District Board of Education with fees of \$295.00 per hour, partner and \$225.00 per hour, associate.
2. The appointment is made without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because the appointment is made for services performed by a person or persons authorized by law to practice in New Jersey and this procedure is regulated by law.
3. A copy of this resolution shall be published in The Progress (Parker Publishing) as required by law within ten days of its adoption.

U. INDOOR AIR COORDINATOR AND CHEMICAL HYGIENE COORDINATOR

RESOLVED, that **Mr. Ryan Gupta**, the Teaching Instructional Supervisor of Science and Environmental Safety and **Brian Shanley**, Supervisor of Buildings and Grounds, serve as the Indoor Air Coordinator and Chemical Hygiene Coordinators for the West Essex Regional School District at the pleasure of the Board of Education.

Resolutions Necessary to the Annual Organizational Meeting

V. 2010/2011 TAX LEVY PAYMENT SCHEDULE

RESOLVED, the attached schedule of tax payments for the 2010/2011 school year and authorization for the Board Secretary to submit the schedule to the Town Clerk of each of the four sending districts.

Enclosed

W. BOARD SECRETARY

RESOLVED, that **Gary J. Grembowiec** be appointed as Board Secretary for the West Essex Regional School District through May 31, 2010; and

FURTHER, RESOLVED, that **Michael J. Falkowski** be appointed as Board Secretary for the West Essex Regional School District effective June 1, 2010 through June 30, 2011.

X. CUSTODIAN OF RECORD

RESOLVED, that the School Business Administrator, **Gary J. Grembowiec**, serve as the Custodian of District Records in accordance with the requirements of the Open Public Records Act through May 31, 2010; and

FURTHER, RESOLVED, that the School Business Administrator, **Michael J. Falkowski**, serve as the Custodian of District Records in accordance with the requirements of the Open Public Records Act from June 1, 2010 through June 30, 2011.

Y. COMPLIANCE OFFICERS FOR THE 2010/2011 SCHOOL YEAR

504 Compliance Officers	Anthony Emering, SHS/Michelle Bryen, JHS
Lock Out/Tag Out	Brian Shanley
AHERA	Ryan Gupta
Asbestos Management Officer	New Wave Consultants
Right-to-Know	Ryan Gupta
Public Agency Contracts	Michael J. Falkowski
Bloodborne Pathogens	New Wave Consultants
Sexual Harassment Officer	Lisa Tamburri
Title 9	Damion Macioci
Integrated Pest Mgmt. Coordinator	Brian Shanley
Safety & Health Designee	Ryan Gupta

Z. CODE OF ETHICS

Adoption of the New Jersey School Board Member Code of Ethics.

Enclosed

Resolutions Necessary to the Annual Organizational Meeting

AA. PURCHASING AGENT

RESOLVED, that the West Essex Regional Board of Education authorize the School Business Administrator, **Gary J. Grembowiec**, to make purchases on behalf of the West Essex Regional School District through May 31, 2010; and

FURTHER, RESOLVED, that the West Essex Regional Board of Education authorize the School Business Administrator, **Michael J. Falkowski**, to make purchases on behalf of the West Essex Regional School District from June 1, 2010 through June 30, 2011; and

FURTHER, RESOLVED, that the West Essex Regional Board of Education authorize the Superintendent of Schools, **Thomas McMahon**, to make purchases on behalf of the West Essex Regional School District through June 30, 2011.

BB. TAX SHELTER ANNUITY COMPANIES FOR 403B

RESOLVED, that the following companies serve as the tax shelter annuity companies (403B) on behalf of the West Essex Regional School District for the 2010/2011 school year:

AXA Equitable Life Insurance Society of the United States
MetLife Resources
American International Group Inc. (Valic)

CC. AWARD OF CONTRACTS UP TO BID THRESHOLD AND SET QUOTE THRESHOLD

Approval of the bid threshold of \$29,000 and the quote threshold of \$4,350 and pay to play \$17,500 in accordance with N.J.S.A. 18A:18A-3a and N.J.A.C. 5:34-5 for the 2010/2011 school year.

DD. SUBSTANCE AWARENESS COORDINATORS

RESOLVED, that **Anthony Emering** (Senior High School) and **Michelle Bryen** (Middle School) serve as Substance Awareness Coordinators in the West Essex Regional School District for the 2010/2011 school year.

EE. CHART OF ACCOUNTS

Approval of the Chart of Accounts for the 2010-2011 school year.

NOTICE OF SCHEDULE OF MEETINGS 2010-2011

Notice is hereby given by the West Essex Regional Board of Education that at its Reorganization Meeting held on May 3, 2010 the Board of Education designated the following dates for its public meetings in the ensuing year:

Monday	May 3, 2010	Reorganization Meeting
Monday	May 10, 2010	Special Meeting
Monday	May 17, 2010	Regular Meeting
Monday	June 7, 2010	Regular Meeting
Monday	June 21, 2010	Regular Meeting
Monday	July 12, 2010	Regular Meeting
Monday	July 26, 2010	Regular Meeting
Monday	August 9, 2010	Regular Meeting
Monday	August 23, 2010	Regular Meeting
Monday	September 13, 2010	Regular Meeting
Monday	September 27, 2010	Regular Meeting
Monday	October 4, 2010	Regular Meeting
Monday	October 18, 2010	Regular Meeting
Monday	November 1, 2010	Regular Meeting
Monday	November 15, 2010	Regular Meeting
Monday	December 6, 2010	Regular Meeting
Monday	December 20, 2010	Regular Meeting
Monday	January 10, 2011	Regular Meeting
Monday	January 24, 2011	Regular Meeting
Monday	February 7, 2011	Regular Meeting
Monday	February 28, 2011	Regular Meeting
Monday	March 14, 2011	Regular Meeting
Monday	March 28, 2011	Regular Meeting
Monday	April 11, 2011	Regular Meeting

All meetings will be held in the Library of the West Essex Senior High School, West Greenbrook Road, North Caldwell, New Jersey, at 7:30 p.m. The Board will meet in Executive Session at 7:00 p.m. prior to the Regular Meetings to discuss Personnel and Legal matters.

1. It should be noted that the Secretary’s and Treasurer’s fiscal reports for previous month(s) will be discussed and accepted at the second regular monthly meeting of the Board.
2. There will be an opportunity for the general public to be heard and to address the West Essex Regional Board at each regular meeting scheduled above.
3. At the December meeting, the annual school district audit and auditor’s recommendations will be discussed.
4. A public hearing on the school district budget to be voted upon in March 2011, this hearing will be advertised separately, at least ten days prior to the public hearing date.
5. Additionally, the following items will be discussed at the following meetings:
 - a) October 18, 2010 Violence and Vandalism Report
 - b) November 15, 2010 Annual Assessment Testing Report
 - c) December 20, 2010 Audit Report

Notice of Schedule of Meetings – 2010/2011

- Continued -

The information to be presented at each Board Meeting will be available for inspection by the General Public on the Friday before each regular meeting and on the day of the meeting from 1:00 p.m. until 3:00 p.m. at the office of the Board Secretary, West Greenbrook Road, North Caldwell, NJ 07006 and posted on the District's website no later than 9:00 AM on the day of each meeting.

The public is invited to attend and is encouraged to comment at all regular scheduled meetings.

By Order of the
West Essex Regional Board of Education

Gary J. Grembowiec
Board Secretary/School Business Administrator

GJG/djc

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

SUPERINTENDENT'S REPORT

➤ **Principal's Report**

NEW BUSINESS

PUBLIC: The Board President will open the floor to the public for comments on agenda items.

The following finance motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items 1- 8, will be voted upon in one motion.

Motion by _____ Seconded by _____to approve the following motions:

1. To approve the attached transfer report through **April 28, 2010**.

Enclosure 1F

2. To approve the bills and claims from **check number 006327** through **check number 006486**.
Capital Project Fund check number 301049.
Payroll Fund check number 500293 through 500295.
Totaling: \$1,638,539.43

Enclosure 2F - 11F

3. To amend **Finance Motion #2** from the **November 23, 2009** meeting, which erroneously listed check number 005171 as a voided check to, instead, reflect check number **005071** as a voided check.
4. To approve the regular meeting minutes of **April 15, 2010**.

Enclosure 12F – 25F

5. To approve to Executive Session minutes of **April 15, 2010**.

Enclosure 26F

6. To approve the West Essex Regional School district's submission for Individuals with Disabilities Education Act, Part B (IDEA-B) – American Recovery & Reinvestment Act, amendment #1, for Fiscal Year 2010 transferring funds in the amount of \$1,290 from Instructional Equipment (400-731) to Instructional Supplies (100-600).
7. To approve **Computer Solutions, Inc.** to provide Software Support to the West Essex Regional School District effective July 1, 2010 through June 30, 2011 at a total annual cost of \$8,028.00.

8. To approve the Board Secretary's and Treasurer's Reports for the month of **March, 2010**, as per the attached, in the amount of **\$ 3,806,020.81** Pursuant to N.J.A.C. 6A:23-2.11(a), the West Essex Regional School District Board of Education Acknowledges receipt of the secretary's certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of **March, 2010**, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Enclosures 27F – 46F

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

The following building & grounds motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items 1- 4, will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

- To approve the following applications for **Use of Facilities** with the appropriate fees in accordance with **Board Policy #7007**:

Organization	Event	Facilities	Date(s) & Time	Notes
West Essex Baseball Camp	Boys' Baseball Camp for sending district students (Grades 2-8)	Varsity baseball field	Monday-Thursday 07/05/10 - 07/08/10 07/12/10 - 07/15/10 9:00AM-2:00PM	\$150/day x 8 days = \$1,200 Priority Four *Pending receipt of Certificate of Liability Insurance
Jill Cosse's The Edge Field Hockey & Lacrosse Camp	Camp for sending district students	Grass field hockey field	Tuesday – Friday 06/29/10 - 07/02/10 8:00AM-2:00PM Tuesday-Friday 07/06/10 - 07/09/10 8:00AM-2:00PM	\$150/day x 8 days = \$1,200 Priority Four *Pending receipt of Certificate of Liability Insurance
New Heights Field Hockey Club	Field hockey club try-outs	Turf field	Saturday 5/23/10 (8AM-2PM) Saturday 06/05/10 (8AM-11AM) Sunday 06/06/10 (8AM-11AM)	\$300/day x 3 days = \$900 Priority Four

- To approve the following Change Order for the contract between West Essex Regional Board of Education and **Laumar Roofing Co., Inc.**, on the Middle School and High School Roof Replacement project:

- CO #GC-9 Deduct from HS project for accelerated schedule..(\$168,000)
 - CO #GC-9 Add to MS project for weather-related delays.....\$168,000
- Total** **\$ - 0 -**

3. To award a contract to **Birdsall Services Group** for Consulting Engineering Services for the design of mechanical, electrical and plumbing systems for alterations pertaining to the relocation of BOE offices to West Essex Regional Middle School at a cost of \$15,840.00, as per attached proposal.

Enclosure 1BG

4. To award a contract to **Birdsall Services Group** for Consulting Engineering Services for the design of mechanical and electrical systems for Tech Lab Renovations at West Essex Regional Middle School at a cost of \$6,800.00, as per attached proposal.

Enclosure 2BG

ROLL CALL: Yes:
No:
Abstain:
Absent:

**West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – May 3, 2010**

The following curriculum/special education motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items 1-4, will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

1. To approve the following requests for professional development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Martin, Debra	AP Summer Biology Institute	Middlesex County College	Mon-Thurs 08/09/10- 08/12/10	Conference Fee: \$850 Personal Expenses: Mileage

2. To approve the following field trip requests:

Class/Teacher	Destination	Educational Justification	Date(s)
Drozjock, Dave Garvey, Dana DelGrosso, Dana Delli Paoli, Chris Schnapper, Sydney Weber, Tom	Brookdale Park Bloomfield, NJ	Special Olympics	Wednesday 04/21/10
Dolce, Judy Zuhl, Jean	UMDNJ-SHRP Campus Scotch Plains, NJ	Anatomy exam for college credit	Friday 05/14/10
Morris, Stacey Craw, Ambyr McCambridge, Tricia	NJSIAA Spring Track Championships Egg Harbor, NJ	Track competition	Friday 05/28/10 Saturday 05/29/10
Drozjock, Dave Giampapa, Mike Emering, Anthony	NJSIAA Spring Track Championships Egg Harbor, NJ	Track competition	Friday 05/28/10 Saturday 05/29/10
Benacquista, Chris	Dorney Park Allentown, PA	Annual Senior class trip	Monday 06/14/10
Drago, Laura	World Trade Center Tribute site New York, NY	Experience events of September 11, 2001	Wednesday 05/26/10
Drago, Laura	King Tut exhibit New York, NY	Junior & Senior global studies	Wednesday 06/02/10

West Essex Regional Board of Education
 CURRICULUM/SPECIAL EDUCATION – May 3, 2010

3. To approve the following Home Instruction Request:

Case # 31 –Student ID# 206642

Notification of a student in need of home instruction until May 15, 2010 was received by the student’s medical doctor on April 21, 2010.

Dr. Cirello of the Mountainside Family Practice Associates, Board of Education physician, approved this medical request on April 23, 2010.

An IPP was approved by the Guidance Dept. on April 23, 2010.

Two hours a week will cover the following subject areas:

Home Instructor	Subject	Date Home Instruction to begin
Jean Zuhl	Biology I	April 23, 2010
Bonnie McLain	US History I	“
John Pappas	Geometry	“
Caesar Diliberto	English II	“
Neil Carrozza	Italian II	“

4. To approve **Rickard Rehabilitation Services** as a provider of physical therapy for the July, 2010 extended school year and for the September, 2010 through June, 2011 school year at a rate of \$350 per initial evaluation, \$32 per group session and \$64 per individual session.

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

Motion to adjourn by _____ Seconded by _____.

ADJOURN: There being no further business before this Board of Education, BE IT RESOLVED that this public meeting be adjourned and that the Board enters into private session to discuss matters of personnel, negotiations and litigation with the possibility of reconvening to public session to conduct additional business. The matters discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists.

West Essex Regional Board of Education
PERSONNEL – May 3, 2010

The following personnel motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items 1- 31, will be voted upon in one motion.

Motion by _____ Seconded by _____to approve the following motions:

1. To approve with deepest regret, but with 36 years of fondest memories of dedicated service, the letter of resignation for retirement purposes from **John D. Hoover** as a Groundsman in the West Essex Regional School District effective July 1, 2010.

Enclosure 1P

2. To approve with deepest regret, but with 23 years of fondest memories of dedicated service, the letter of resignation for retirement purposes from **Beverly W. Crifasi** as a School Psychologist in the West Essex Regional School District effective November 3, 2011.

Enclosure 2P

3. To appoint **Maureen Anzalone** to the position of Learning Disability Teacher/ Consultant assigned to West Essex Middle School effective September 1, 2010. Salary: Unchanged.
4. To appoint **Peter Davis** as a substitute hall monitor for the 2009/2010 school year.
5. To approve **Nicole Ehr Gott**, a student at Caldwell College, to complete a 40 hour field observation experience, 3 hours per week, at West Essex Middle School with **Ms. Jennifer Kelly** from September 13, 2010 through November 30, 2010.
6. To approve **Toni-Ann Cavallo** as Volunteer Girls' Lacrosse Coach for the 2009/2010 school year.
7. To approve **Timothy Martin** as Volunteer Boys' Lacrosse Coach for the 2009/2010 school year.
8. To approve the appointment of **Kimberly E. Kurdyla** as a substitute teacher for the 2009/2010 school year at the rate of \$90 per day, pending receipt of proper paperwork.
9. To approve the appointment of **Kimberly E. Kurdyla** as a substitute aide for the 2009/2010 school year at the rate of \$80 per day, pending receipt of proper paperwork.

West Essex Regional Board of Education
PERSONNEL – May 3, 2010

10. To approve the following resolution:

RESOLVED, that **Laura McNamara** be granted an unpaid leave of absence under the Federal Family Medical Leave Act (FMLA) from **September 1, 2010** through **December 3, 2010** without pay and with medical benefits; and

FURTHER, RESOLVED, that **Laura McNamara** be granted a contractual Child Rearing Leave from **December 4, 2010** through **June 30, 2011**, without pay, without benefits.
11. To expand the position of high school physical education teacher for **Jill Cosse** from **3/5ths** to **4/5ths**, with benefits, for the 2010/2011 school year.
12. To expand the position of teacher of Latin for **Mark Ciabaton** from **80% to 100%** for the 2010/2011 school year.
13. To expand the position of teacher of Spanish for **Adalgisa Trinidad** from **80% to 100%** for the 2010/2011 school year.
14. To approve **Glenn Milano**, a student at Bergen Community College, to complete 15 hours of field observation in the **Mathematics Department** at West Essex High School before May 13, 2010.
15. WHEREAS, the West Essex Regional High School District Regional School District Board of Education (hereinafter referred to as the "Board") currently employs a Director of Curriculum, Instruction, and Assessment; and
WHEREAS, the duties associated with the position of Director of Curriculum, Instruction, and Assessment can be assumed by other employees in the District; and
WHEREAS, for reasons of efficiency and economy, the Board has determined to abolish the position of Director of Curriculum, Instruction, and Assessment, effective July 1, 2010; and
WHEREAS, **Danielle Shanley** (hereinafter referred to as "Shanley"), the employee serving as Director of Curriculum, Instruction, and Assessment, is entitled to occupy the position of Teaching Instructional Supervisor for English, Reading, and Librarian Staff, consistent with her tenure and seniority rights; and
WHEREAS, the Board desires to appoint Shanley to the position of Teaching Instructional Supervisor for English, Reading, and Librarian Staff, effective July 1, 2010; and
NOW, THEREFORE, BE IT RESOLVED, that the Board hereby abolishes the position of Director of Curriculum, Instruction, and Assessment, effective July 1, 2010; and
BE IT FURTHER RESOLVED, that the Board hereby appoints Danielle Shanley to the position of Teaching Instructional Supervisor for English, Reading, and Librarian Staff, effective July 1, 2010; and
BE IT FURTHER RESOLVED, that the Business Administrator/ Board Secretary is hereby requested to notify Shanley of the action taken by the Board and the reasons therefore.

West Essex Regional Board of Education
PERSONNEL – May 3, 2010

16. WHEREAS, the West Essex Regional High School District Regional School District Board of Education (hereinafter referred to as the "Board") currently employs a Teaching Instructional Supervisor for English, Reading, and Library Staff; and
WHEREAS, **Anna Morse** (hereinafter referred to as "Morse") is currently serving in the position of Teaching Instructional Supervisor for English, Reading, and Library Staff; and
WHEREAS, for reasons of efficiency and economy, Morse shall be removed from her position of Teaching Instructional Supervisor for English, Reading, and Librarian Staff, effective July 1, 2010; and
WHEREAS, the Board desires to reassign Morse to a teaching staff position consistent with her tenure and seniority rights, effective September 1, 2010;
NOW, THEREFORE, BE IT RESOLVED that the Board hereby removes Anna Morse from the position of Teaching Instructional Supervisor for English, Reading, and Librarian Staff, effective July 1, 2010; and
BE IT FURTHER RESOLVED that Morse shall be reassigned to a teaching staff position on the appropriate step of the salary guide, consistent with her tenure and seniority rights, effective September 1, 2010; and
BE IT FURTHER RESOLVED that the Business Administrator/ Board Secretary is hereby requested to notify Morse of the action taken by the Board and the reasons therefore.
17. WHEREAS, the West Essex Regional School District Board of Education (hereinafter referred to as the "Board") currently employs an Assistant to the School Business Administrator; and
WHEREAS, **Eva M. Lonsky** (hereinafter referred to as "Lonsky") is currently employed in the position of Assistant to the School Business Administrator; and
WHEREAS, the Board has determined to abolish the position of Assistant to the School Business Administrator for reasons of economy and efficiency, effective July 1, 2010,
NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, that the position of Assistant to the School Business Administrator previously held by Lonsky is hereby abolished effective July 1, 2010; and
BE IT FURTHER RESOLVED, that Lonsky's employment contract with the Board shall be terminated pursuant to the contractual notice provisions contained therein; and
BE IT FURTHER RESOLVED, that the Board Secretary/Business Administrator is hereby authorized to notify Lonsky of the termination of her employment contract.
18. To approve the title change and revised job description from Confidential Secretary to the Superintendent of Schools to Administrative Assistant to the Superintendent of Schools/Human Resource Specialist.
Enclosure 7P – 9P
19. To approve the job description for the Communications Planning Officer.
Enclosure 10P – 11P

**West Essex Regional Board of Education
PERSONNEL – May 3, 2010**

20. To approve the job description for Supervisor of Guidance and Student Support Services.

Enclosure P - P

21. To approve revised job descriptions for principals, assistant principals, and teaching instructional supervisors.

Enclosure 12P - P

22. As recommended by the Superintendent of Schools to issue contracts to all administrators and supervisors, not resigned, for the 2010/2011 school year be approved according to the enclosed list.

Enclosures P – P

23. As recommended by the Superintendent of Schools to issue contracts to all central office personnel, not resigned, for the 2010/2011 school year be approved according to the enclosed list.

Enclosures P

24. As recommended by the Superintendent of Schools to issue contracts to all secretarial staff, not resigned, for the 2010/2011 school year be approved according to the enclosed list.

Enclosures P

25. As recommended by the Superintendent of Schools to issue contracts to all computer technicians, not resigned, for the 2010/2011 school year be approved according to the enclosed list.

Enclosures P

26. As recommended by the Superintendent of Schools to issue contracts to all special education teacher aides, not resigned, for the 2010/2011 school year be approved according to the enclosed list.

Enclosures P

27. As recommended by the Superintendent of Schools to issue contracts to all office aides, library aides and copy aides, not resigned, for the 2010/2011 school year be approved according to the enclosed list.

Enclosures P

28. As recommended by the Superintendent of Schools to issue contracts to all tenured and non-tenured teaching staff members, not resigned, for the 2010/2011 school year be approved according to the enclosed list.

Enclosures P – P

29. As recommended by the Superintendent of Schools to issue contracts to all Maintenance/Custodial Staff, not resigned, for the 2010/2011 school year be approved according to the enclosed list.

Enclosures P

West Essex Regional Board of Education
PERSONNEL – May 3, 2010

30. To amend **Personnel Motion #5** from the **April 14, 2010** Board meeting to read as follows:
To approve the attached job description for Supervisor of Special Services.
Enclosures 3P - 6P
31. To amend **Personnel Motion #6** from the **December 7, 2009** Board meeting to read as follows:
RESOLVED, that **Christine Sell** be granted a contractual maternity/disability leave of absence from **March 22, 2010** through **May 11, 2010** with pay and with medical benefits; and
FURTHER, RESOLVED, that **Christine Sell** be granted an unpaid leave of absence under the Federal Family and Medical Leave Act (FMLA) from **May 12, 2010** through **June 30, 2010** without pay and with medical benefits.

ROLL CALL: Yes:
 No:
 Abstain:
 Absent: