

**BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
REGULAR MONTHLY MEETING
May 17, 2010
Board Secretary's Memorandum**

DATE

Monday, May 17, 2010

PLACE

West Essex High School
North Caldwell, New Jersey

MEETING

Regular Meeting

PRIVATE SESSION

6:30 P.M.

ADJOURNED

7:25 P.M.

CALLED TO ORDER

7:30 P.M.

ADJOURNED

9:20 P.M.

PRIVATE SESSION

9:25 P.M.

ADJOURNED

11:12 P.M.

OPEN MEETING :

Mrs. Phyllis Helmstetter, President, presided and voiced the call to order at 7:30 p.m.
Pledge of Allegiance

ROLL CALL:

Mr. F. Antonucci
Mrs. C. Aschoff – Vice-President – **Arrived at 6:35 PM**
Mrs. J. Candido – **Arrived at 6:35 PM**
Mrs. A. Gerken
Mrs. P. Helmstetter –President
Mr. D. Laible
Mr. P. Rando
Mrs. M. Rosenberg
Mrs. D. Storey

Administration:

Dr. Thomas McMahon, Superintendent of Schools – **Left at 8:25 PM**
Gary J. Grembowiec, Board Secretary/Business Administrator – **Left at 9:20 PM**
Michael J. Falkowski, Board Secretary/Business Administrator

PUBLIC NOTICE OF MEETING:

Notice of the May 17, 2010 meeting of the Board of Education was mailed and faxed 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 May 4, 2010 and to The Star Ledger on the same day.

COMMENTS FROM THE BOARD PRESIDENT:

Mrs. Helmstetter commented on the committee assignments and requested feedback in reference to a change in policy to increase committee members from three to four.

5/17/10 Minutes

COMMENTS FROM BOARD MEMBERS:

Mrs. Rosenberg was not pleased with the committee setup but did not want a change in policy. **Mrs. Storey** expressed concern in Mrs. Helmstetter's proposals and questioned which specific issues the Board President sought a response.

Mrs. Storey commented on the amazing art and woodworking projects of the students. Also, congratulated the baseball team for winning the Greater Newark Tournament.

Mrs. Gerken reported the very impressive performance at the band and choir concerts. Also, commented on the outstanding art show projects.

SUPERINTENDENT'S REPORT:

Mrs. Longo introduced the following guidance counselors; **Barbara Cieremans, Linda Grancagnolo, Erin Tierney, and Janet Van Syckle**, who presented the following **Book Awards, Art Awards, and Independent Study** recipients with certificates for their accomplishments:

Book Award Recipients:

John Boutillier - Dartmouth College	Michele Rizzo – Mt. Holyoke College
Amol Kaluskar - University of Virginia	Samantha Rolli - Smith College
Ben Minden – College of the Holy Cross	Victoria Sansone - Brandeis University
Olivia Perez – Cornell University	Lynnli Wang - University of Pennsylvania

Art Awards recipients:

- Governor's Award for Excellence in the Arts - Wes Bechtler & Justin Lyons
- NJ Youth Art Month - Chrissy Lovey
- Essex County Youth Art Month - Chrissy Lovey, Grace Barretti & Wes Bechtler

Independent Study Presentations:

<u>STUDENT</u>	<u>INDEPENDENT STUDY</u>	<u>ADVISOR</u>
Eliot Alter	Computer Science and Mail	Erica Falconieri
Tom Collins	Advanced Creative Writing	Lynn Bailey
Kimly Do	Engineering	Krista McNaught
Sarah Ganton	U.S. Government and Politics	Beth Vaknin
Owen Gantz	Mandarin Chinese Language and Culture	Cassie Lo
Alyssa La Spisa	Fashion Design	Eileen Dormer
Daniel Rosen	Engineering	Krista McNaught
Ryan Soroka	Entrepreneurial Business	Andrea Mondadori

Mrs. Longo introduced **Mrs. Laura Drago**, Teaching Instructional Supervisor for Social Studies/World Languages, who presented a PowerPoint program on "International Day", which was held on May 14, 2010.

Mrs. Longo introduced **Mrs. Anna Morse**, Teaching Instructional Supervisor for English, Reading and Librarian Staff, who reported on the West Essex Regional High School HESP test scores for Language Arts Literacy and Mathematics.

PUBLIC COMMENTS:

Mrs. Helmstetter opened the floor to the public for comments on agenda items:

- **Mrs. Vaknin** questioned if the information relative to personnel agenda item #7 would be made available this evening.

BOARD COMMITTEE REPORTS:

Finance & Physical Plant Management – Mr. Antonucci reported on the status of ongoing projects and the schedule for the anticipated repaving of the parking lot.

Curriculum & Instruction – no report.

Policy – no report.

Negotiations – Mrs. Aschoff commented on the efforts of the Board and all bargaining unit representatives in attempting to resolve district contracts and the schedule for the current week.

**West Essex Regional Board of Education
FINANCE – May 17, 2010**

The following finance 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 **Mrs. Gerken** Seconded by **Mrs. Candido** to approve the following motions:

1. To approve the attached transfer report through **May 12, 2010**.
Enclosure 1F - 2F

2. To approve the bills and claims from **check number 006487** through **check number 006518** and **check number 006520** through **check number 006606**.
Check number 510105 through **check number 510110**.
Capital Project Fund check number 301050 through **check number 301055** and **check number 301057** through **301058**.
Payroll Fund check number 500296 through **check number 500298**.
Cafeteria Fund check number 601035 and **check number 601036**.
Void check numbers 005852, 006519, 301056, and 701053.
Totaling: \$ 2,500,158.73.
Enclosure 3F - 11F

3. To approve the Organization and Regular Meeting minutes of **May 3, 2010 – As Amended**.
Enclosure 12F – 35F

4. To approve the Executive Session minutes of **May 3, 2010**.
Enclosure 36F - 37F

ROLL CALL:	Yes:	Mr. Antonucci, Mrs. Aschoff, Mrs.Candido, Mrs. Gerken, Mr. Laible, Mr. Rando, Mrs. Rosenberg, Mrs. Storey and President Mrs. Helmstetter
	No:	None
	Abstain:	None
	Absent:	None

West Essex Regional Board of Education
BUILDINGS & GROUNDS – May 17, 2010

The following buildings & 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.

Prior to action on these Items, a motion was made to table Item#3, as follows:

Motion by Mr. Antonucci Seconded by Mrs. Aschoff to table **Item #3**, Amend Resolution Pertaining to Bid Award for the Science Lab Renovations at the West Essex High School Project.

ROLL CALL:	Yes:	Mr. Antonucci, Mrs. Aschoff, Mrs.Candido, Mrs. Gerken, Mr. Laible, Mr. Rando, Mrs. Rosenberg, Mrs. Storey and President Mrs. Helmstetter
	No:	None
	Abstain:	None
	Absent:	None

Anything placed on this agenda, Items 1, 2 &4, will be voted upon in one motion.

Motion by Mr. Antonucci Seconded by Mrs. Gerken to approve the following motions:

1. WHEREAS, the West Essex Regional School District Board of Education (hereinafter referred to as the "Board") advertised for bids for the Alterations at West Essex Middle School Project (hereinafter referred to as the "Project"); and
WHEREAS, on May 4, 2010, the Board received five (5) bids for the Project;
and
WHEREAS, the lowest responsible bid was submitted by Mark Construction, Inc. (hereinafter referred to as "Mark") with a base bid in the amount of \$665,000 together with Alternate No. 1 in the amount of \$115,500, Alternate No. 2 in the amount of \$17,000 and Alternate No. 3 in the amount of \$15,000 for a total contract price of \$812,500; and
WHEREAS, the bid submitted by Mark is responsive in all material respects and it is the Board's desire to award the contract for the Project to Mark;
NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:
The Board hereby awards the contract for the Alterations at West Essex Middle School to Mark Construction, Inc. in a total contract sum of \$812,500, representing a base bid in the amount of \$665,000 together with Alternate No. 1 in the amount of \$115,500, Alternate No. 2 in the amount of \$17,000 and Alternate No. 3 in the amount of \$15,000; and
BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof; and

West Essex Regional Board of Education
 BUILDINGS & GROUNDS – May 17, 2010

1. (continued) BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.
2. 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
Fairfield Recreation	Recreation football games	Turf field	Saturday 09/18/10 3:00PM– 10:30 PM	Custodial Fees: 6/hrs x \$50/hr = \$300 Priority Three (No charge for facility use)

3. ~~WHEREAS, the West Essex Regional School District Board of Education (hereinafter referred to as the "Board") advertised for bids for the Science Lab Renovations at West Essex High School Project (hereinafter referred to as the "Project"); and~~
~~WHEREAS, on May 12, 2010, the Board received seven (7) bids for the Project; and~~
~~WHEREAS, the lowest responsible bid was submitted by Lanyi and Tevald, Inc. (hereinafter referred to as "L&T") with a base bid in the amount of \$904,500 together with Alternate No. 1 in the amount of \$108,600 for a total contract price of \$1,013,100; and~~
~~WHEREAS, the bid submitted by L&T is responsive in all material respects and it is the Board's desire to award the contract for the Project to L&T;~~
~~NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the contract for the Science Lab Renovations at West Essex High School to Lanyi & Tevald, Inc. in a total contract sum of \$1,013,100, representing a base bid in the amount of \$904,500 together with Alternate No. 1 in the amount of \$108,600; and~~
~~BE IT FURTHER RESOLVED, that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201 Project Manning Report, an executed A-101 Standard Form of Agreement Between Owner and Contractor, and A-201 General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof; and~~
~~BE IT FURTHER RESOLVED, that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.~~

West Essex Regional Board of Education
BUILDINGS & GROUNDS – May 17, 2010

4. WHEREAS, the West Essex Regional School District Board of Education (hereinafter referred to as the "Board") advertised for bids for Site Paving at West Essex Middle School and West Essex High School Project (hereinafter referred to as the "Project"); and

WHEREAS, on May 12, 2010, the Board received twelve (12) bids for the Project; and

WHEREAS, the lowest responsible bid was submitted by D&L Paving Contractors, Inc. (hereinafter referred to as "D&L") with a base bid in the amount of \$398,499 together with Alternate No. 1 in the amount of \$19,950, Alternate No. 2 in the amount of \$27,942 and Alternate No. 3 in the amount of \$500 for a total contract price of \$446,891; and

WHEREAS, the bid submitted by D&L is responsive in all material respects and it is the Board's desire to award the contract for the Project to D&L;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the contract for Site Paving at West Essex Middle School and West Essex High School to D&L Paving Contractors, Inc. in a total contract sum of \$446,891, representing a base bid in the amount of \$398,499 together with Alternate No. 1 in the amount of \$19,950, Alternate No. 2 in the amount of \$27,942 and Alternate No. 3 in the amount of \$500; and

BE IT FURTHER RESOLVED, that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, and A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof; and

BE IT FURTHER RESOLVED, that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of the Resolution.

ROLL CALL:	Yes:	Mr. Antonucci, Mrs. Aschoff, Mrs. Candido, Mrs. Gerken, Mr. Laible, Mr. Rando, Mrs. Rosenberg, Mrs. Storey and President Mrs. Helmstetter
	No:	None
	Abstain:	None
	Absent:	None

West Essex Regional Board of Education
PERSONNEL – May 17, 2010

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

CONSENT AGENDA

Anything placed on this agenda, Items 1-7, will be voted upon in one motion.

Motion by Mrs. Aschoff Seconded by Mrs. Gerken to approve the following motions:

1. To approve with deepest regret, but with 30 years of fondest memories of dedicated service, the letter of resignation for retirement purposes from **Jerome Zapotocky** as a Maintenance worker in the West Essex Regional School District effective July 1, 2010.

Enclosure 1P

2. To approve the appointment of **Stefanie Sanzari** as a substitute teacher for the 2009/2010 school year at the rate of \$90 per day, pending receipt of proper paperwork.
3. To approve the appointment of **Stefanie Sanzari** as a substitute aide for the 2009/2010 school year at the rate of \$80 per day, pending receipt of proper paperwork.
4. To approve the appointment of **Lyle Silverman** as a substitute teacher for the 2009/2010 school year at the rate of \$90 per day, pending receipt of proper paperwork.
5. To approve the appointment of **Lyle Silverman** as a substitute aide for the 2009/2010 school year at the rate of \$80 per day, pending receipt of proper paperwork.
6. To approve **Allison Pinadella**, a student at Monmouth University, to complete a student teaching experience at West Essex High School with **Mr. Jason Freda** and **Mr. Robert Muller** from September 7, 2010 through December 17, 2010.
7. To approve the appointment of **Carrie Sterrs** as Communications/Planning Officer effective June 21, 2010 at an annual salary of \$69,800, pro-rated for lesser service.

ROLL CALL:	Yes:	Mr. Antonucci, Mrs. Aschoff, Mrs.Candido, Mrs. Gerken, Mr. Laible, Mr. Rando, Mrs. Rosenberg, Mrs. Storey and President Mrs. Helmstetter
	No:	None
	Abstain:	Mrs. Rosenberg (#7 Only)
	Absent:	None

West Essex Regional Board of Education
 CURRICULUM/SPECIAL EDUCATION – May 17, 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 1-11, will be voted upon in one motion.
 Motion by Mrs. Candido Seconded by Mr. Rando to approve the following motions:

- To approve the following Home Instruction request:

Case # 28 Continuation –Student ID# 403733

Notification of a student in need of home instruction for several weeks on a shortened school day schedule was received by the student’s medical doctor on April 28, 2010.

Dr. Cirello of the Mountainside Family Practice Associates, Board of Education physician, approved this medical request on April 29, 2010.

An IPP was approved by the Guidance Dept. on April 28, 2010.

Two hours a week will cover the following subject areas when necessary:

Home Instructor	Subject	Date Home Instruction to begin
Michelle Burke	Earth & Environmental	April 29, 2010
Neil Carrozza	Italian I	"
Kristin Cammarano	Algebra I	"
Jo Ellen Tahbaz	World History	"
Jo Ellen Tahbaz	English I	"

- The following student has been placed at **Cornerstone Day School** effective May 3, 2010 for the 2009-2010 school year.

Student ID# 200333	Cornerstone Day School 1101 Bristol Road Mountainside, NJ 07092 908-543-0220	Tuition \$11,470 Pro-Rated School Year: 2009-2010 5/3/09 – 6/23/10 7:45 a.m. – 3:00 p.m.
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- Request for approval of the following teachers to administer Homebound Instruction for the 2010-2011 school year at the contractual approved rate of \$42 per hour:

Marion Barnett	Cynthia Davis	Patrick McGlynn	Jeffrey Robbins
Martha Bauer	Nancy DeComo	Bonnie McLain	Jo Ellen Tahbaz
Michelle Burke	Anne DeDio	Marilyn Milano	Juliette Takesh
Trisha Costello	Mary Ellen Marmo	John Pappas	Stephanie Vallone
		Laurie Voltrauer	

West Essex Regional Board of Education
 CURRICULUM/SPECIAL EDUCATION – May 17, 2010

4. Request to approve all West Essex Regional School District teachers to administer Homebound Instruction for the 2010-2011 school year at the contractual approved rate of \$42 per hour.

5. To approve the following field trip requests:

Class/Teacher	Destination	Educational Justification	Date(s)
Bolger, Ruth <u>Parent Volunteers:</u> Mr. Brunner Mrs. Levine	Museum of Modern Art & La Bonne Soupe Restaurant New York, NY	Appreciation of French culture through art & cuisine	Wednesday 05/19/10
McNaught, Krista Falconieri, Erica	Caldwell College Caldwell, NJ	Essex County Math League Competition	Wednesday 05/26/10
Scozzaro, John Doyle, James Lauritano, Heather Peterson, Dave	Caldwell Memorial Day Parade Caldwell, NJ	Marching Band performance	Monday 05/31/10
Paglia, Robyn McGlynn, Pat	Bronx Zoo New York, NY	To develop an understanding of the environment as a system of interdependent components affected by human activity & natural phenomena	Thursday 06/10/10

6. To amend Curriculum/Special Education Motion #1 from the March 31, 2010 meeting approving the following Home Instruction request:

Case # 7 –Student ID# 206015 – (Addendum)

Additional notification request for home instruction was received from the Child Study Team on March 19, 2010. As directed by the student’s IEP Plan, accommodations have been arranged for six hours at home and 10 hrs. in school per week working up to 16 hrs. in school per week beginning March 30, 2010 as follows.

Home Instructor	Date new program will begin
Mary Ellen Marmo—Subjects indicated by IEP	March 30, 2009
Cyndy McDonough	“
Bonnie McLain	“

(Originally notification of home instruction was received by the Special Services Dept. on October 21, 2009 requesting an IEP home-based program to begin immediately until further notice.

Judith Ulchinsky, Director of Special Services, approved this request on October 21, 2009.)

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CURRICULUM/SPECIAL EDUCATION – May 17, 2010

7. To approve the following requests for professional development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Schoenblum, Diana	AP Summer Institute – Computer Science	Drew University Madison, NJ	Mon-Fri 08/02/10- 08/06/10	Conference Fee: \$850 Personal Expenses: Mileage and/or Tolls

8. To terminate the contract between *West Essex Regional Board of Education* and *Essex Regional Educational Services Commission* as a provider of therapeutic behavioral services for out-of-district student ID#500053 effective May 15, 2010. [**NOTE:** This contract was originally approved on the October 12, 2009 Board agenda under Curriculum/Special Education, Item # 3.]

9. To approve Programs for Little Learners to provide Functional Skills Home Program for an Out-of-District student (ID# 500053) to be in effect from May 15, 2010–June 30, 2010 at the following program fees:

Description	Hours of Service Each Week	Fee for Service	Total Cost
Instructors	10 Hours Per Week	\$45 per hour	\$3,150
Program Set-Up Cost			500
		Total	\$3,650

10. To approve Programs for Little Learners to provide Functional Skills Home Program for an Out-of-District student (ID# 500053) to be in effect from July 1, 2010–June 30, 2011 at the following program fees:

Description	Hours of Service Each Week	Fee for Service	Total Cost
Instructors	10 Hours Per Week	\$45 per hour	\$23,400
Program Set-Up Cost			500
		Total	\$23,900

11. To approve the following amended list of Parent Volunteers and alternates for the field trip to Dorney Park, Allentown, PA on Friday, May 14, 2010, previously approved at the January 25, 2010 Board meeting:

Bertoldi, Nanci	Curving, Patti	Hammer, Lois	Sanger, Bruce
Betley, Dave	D’Elia, Donald	Kimmel, Jeff	D’Alessandro, Lisa
Bramucci, Dante	Dobrowolski, Marybeth	LiVecchi, Philip	Torter, Thomas
Cuozzo, Kim	Fabiano, Virginia	Munn, Debbie	Wolfer, Debbie
	Freda, Larry	Russo, Kristi	

Alternates

Benton, Michael	Brunner, Robert	Devine, Allison
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