

**BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
REGULAR MONTHLY MEETING
March 18, 2024
Board Secretary's Memorandum**

EXECUTIVE SESSION: 5:30PM

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

NOW, THEREFORE, BE IT RESOLVED, that the West Essex Regional Board of Education adjourns to Executive Session to discuss Personnel, Student, Negotiations and/or Litigation matters; and

BE IT FURTHER RESOLVED, that public release of these discussions will occur when the need for confidentiality no longer exists.

OPEN MEETING:

The Board will reconvene from Executive Session and Ms. Wojtowicz, President, will preside and voice the call to order at 7:30 p.m.

Pledge of Allegiance

ROLL CALL:

Ms. B. Buccino
Ms. Cristobal
Ms. D. Holinstat
Mr. F. Perrotti
Mr. J. Sabol
Ms. D. Sacco-Calderone – Vice-President
Mr. J. Schaer
Mr. R. Stampone
Ms. M. Wojtowicz – President

Administration:

Mr. Damion Macioci, Superintendent of Schools
Ms. Melissa Kida, Board Secretary/Business Administrator

PUBLIC NOTICE OF MEETING:

Notice of the March 24, 2024 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 January 5, 2024 and The Star Ledger on the same day. Notice of the cancellation of the March 24, 2024 meeting with the rescheduled date for March 18, 2024 was emailed 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 February 26, 2024.

West Essex Regional Board of Education
AGENDA – March 18, 2024

BOARD PRESIDENT’S REPORT:

SUPERINTENDENT’S REPORT:

- Student Board Representative Report given by Joslyn deGuzman
- Curriculum Presentation given by Jason Lerner, Supervisor of Science
- Independent Study Presentations:

Student	Independent Study	Advisor
Katie Housel	Vaccine Development	Jody Dolce
Kiersten Yang	Introduction to Dental Medicine	Jody Dolce
Ella Hermans	Prions	Jody Dolce
Katie Cho	Biological and Societal Aspects of Neuroscience	Jody Dolce
Madison Schwartz	Introduction to Neuroscience	Jody Dolce

COMMENTS FROM BOARD MEMBERS:

BOARD COMMITTEE REPORTS/COMMENTS: (any new or old business)

PUBLIC COMMENTS:

Ms. Wojtowicz will open the floor to the public for comments on agenda items.

(In accordance with Bylaw #0167, a copy of which is available on the District’s website, the Board is now opening the meeting for a period of public comment. Please remember to announce your name, place of residence, and group affiliation, if appropriate. Your statements will be limited to three (3) minutes in duration. The Board will, of course, consider your comments as they relate to its obligations to effectively govern the West Essex School District.)

**West Essex Regional Board of Education
FINANCE– March 18, 2024**

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

CONSENT AGENDA

Anything placed on this agenda, Items 1- 6, will be voted upon in one motion.

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

1. To approve the bills and claims **check number 053903** through **check number 053943** and **check number 053947** through **check number 053986** and **check number 053988** through **check number 054002**
Payroll check number 501202 and **check number 501203** and **check number 501758** and **check number 510760**.
Void check numbers 053944, 053945, 053946, and 053987.
Totaling: \$2,665,865.64

Enclosures 1F – 6F

2. To approve the **Student Activity Check Register** from **March 2, 2024** through **March 15, 2024**, **check number 15753** and **check number 15755** through **check number 15770** and **check number 15772** through **check number 15792**.
Void check numbers 15754 and 15771.
Totaling: \$44,114.76

Enclosures 7F – 12F

3. To approve the **Regular Meeting Minutes of March 4, 2024**.

Enclosures 13F – 22F

4. To approve the **Executive Session Minutes of March 4, 2024**.

Enclosure 23F

5. Motion to approve the **2024/2025 Tentative Budget**:

BE IT RESOLVED that the West Essex Regional Board of Education upon the recommendation of the Superintendent of Schools does hereby authorize the transmittal of the tentative advertised budget for the 2024/2025 school year, as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 47,207,422	\$ 42,122,551
Total Special Revenue Fund	\$ 332,000	\$ -
Total Debt Service Fund	\$ 475,063	\$ 475,063
Totals	\$48,014,485	\$42,597,614

West Essex Regional Board of Education
FINANCE– March 18, 2024

5. **(Continued) Motion to approve the 2024/2025 Tentative Budget:**

BE IT FURTHER RESOLVED that this budget includes a health care adjustment to the base budget in the amount of \$267,456 and an enrollment adjustment to the base budget in the amount of \$228,988, which is the allowable adjustment generated automatically by the state of New Jersey for the 2024/2025 school year; and

BE IT FURTHER RESOLVED that this budget contains a withdrawal of \$150,000 from the Maintenance Reserve account for window screen replacements, roof repairs/maintenance, walk-in freezer repairs, High School Art Wing renovations; and

BE IT FURTHER RESOLVED that the Board Secretary be authorized to transmit any and all such supporting documentation to the County Superintendent of Schools as may be required.

WHEREAS, pursuant to N.J.S.A. 18A:11-12, whereby in each pre-budget year, the West Essex Regional Board of Education is required to establish a **maximum travel expenditure amount** for the budget year which may not be exceeded; and

WHEREAS, the Board of Education has determined that the maximum travel expenditure amount included all travel that is supported by State and local funds; and

BE IT FURTHER RESOLVED that the West Essex Regional Board of Education hereby establishes the maximum travel expenditure amount as \$60,000 for the 2024/2025 school year.

6. To approve the contracts with the **Sussex County Regional Transportation Cooperative** to provide Regular, Special Education, and Athletic/Field Trip Transportation services for West Essex Regional School District students for the 2024/2025 school year.

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

**West Essex Regional Board of Education
BUILDINGS & GROUNDS – March 18, 2024**

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

CONSENT AGENDA

Anything placed on this agenda, Item 1, will be voted upon in one motion.

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

- To approve the following application for **Use of Facilities** with the appropriate fees in accordance with **Board Policy #7510**:

Organization	Priority	Event	Facilities	Date(s)	Fees
Lacrosse Dinner	1	High School Lacrosse Dinner	Middle School Cafeteria	Tuesday 04/09/24 Wednesday 05/08/24	No Charge
Essex Fells School PTA 6 th Grade Committee	1	Sending Districts Incoming 7 th Grade Dance	Middle School Main Gymnasium	Friday 05/17/24	No Charge
WE Jr. Knights Wrestling Camp	3	Jr. Knights Wrestling Camp/Clinic	High School Gymnasium	Wed-Fri 6/26-6/28/24	No Charge
Varsity Sports Camp	4	Volleyball Camp 9 th /10 th Grade Only	High School Main Gymnasium	Mon-Wed 06/17-06/19/24	\$750.00
Varsity Sports Camp	4	Golf Camp	Grass Upper Field	Mon-Thurs 06/24-06/24/24 & Mon-Wed 07/01-07/03/24 & Mon-Wed 07/08-07/11/24	\$825.00
Varsity Sports Camp	4	Softball Camp	Grass Field	Mon-Thurs 06/24-06/27/24	\$300.00
Varsity Sports Camp	4	Boys and Girls Basketball Camp	Main Gymnasium (6/24&6/25/24) Back Gymnasium (6/26&6/27/24)	Mon-Thurs 06/24-06/27/24 & Mon-Thurs 07/22-07/25/24	\$2,000.00
Varsity Sports Camp	4	Softball/ Baseball Camp	Grass Field	Mon-Wed 07/01-07/03/24 & Mon-Thurs 07/08-07-11/24	\$525.00
Varsity Sports Camp	4	Volleyball Camp	High School Gymnasium	Mon-Wed 07/08-07/10/24 & Mon-Wed 07/15-07/17/24	\$1,500.00
Varsity Sports Camp	4	Soccer Camp	Grass Field	Mon-Thurs 07/05-07/18/24	\$300.00
Varsity Sports Camp	4	Boys Lacrosse Camp	Turf Field	Mon-Thurs 07/08-07/11/24	\$600.00

ROLL CALL:

Yes:

No:

Abstain:

Absent:

West Essex Regional Board of Education
 PERSONNEL – March 18, 2024

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

CONSENT AGENDA

Anything placed on this agenda, Items 1- 16, will be voted upon in one motion.

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

1. To approve the resignation of the following staff member(s):

Name	Position	Reason	Location	Last Day of Employment
Luisa Tamburri	Assistant Principal	Retirement	WEMS	07/31/2024

2. To approve the appointment of the following staff members, for the 2024/2025 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9:

Name	Position	Location	Tenure Track or Leave Replacement	Replacing or New Position	Salary/Hourly Rate	Effective Date(s)
Timothy Walsh	Athletic Director/ Supervisor of Health and Physical Education	District	Tenure Track	Anthony Minnella	\$ 125,000.00	07/01/2024

(NOTE: All dates are considered "on or about".)

3. To approve the appointment(s) of the following substitute staff member(s) for the 2023/2024 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9:

Name	Position	Daily Rate	Effective Date(s)
Richard Masters	Substitute Custodian	\$ 15/hour	03/19/2024

4. To approve the transfer of **Matthew Turi** from West Essex Regional High School to West Essex Middle School, effective March 19, 2024.

(Note: Mr. Turi replaces Mia Faieta, who was reassigned.)

5. To approve the following **Mentoring Position(s)** for the 2023/2024 school year:

Mentor	Mentee	Effective Date	Stipend
Heidi Monkowski	Adestinee Nazaire	03/11/2024	\$ 1,000 (CE)

6. To approve the following **2023-2024 Spring** Coaching appointments:

Sport	Candidate	Position	Step	Stipend
Baseball	Frank Firavanti	Volunteer	N/A	N/A

West Essex Regional Board of Education
 PERSONNEL – March 18, 2024

7. To approve **Daniela Colabelli, Timothy Walsh, and Karen Kinsey** as staff chaperones at the WEEA negotiated rate of \$200.00 per person, per night (Friday through Sunday), and \$100.00 per person, per night (Monday through Tuesday), for the Give Kids the World Initiative to be held in Kissimmee, Florida, from Friday, May 31, 2024 through Tuesday, June 4, 2024.

8. To approve the *extension* of a leave(s) of absence for the following employee(s) for the 2023/2024 school year:

Name	Location	Position	Type of Leave	LOA w/ pay	FMLA w/o pay, w/ benefits	LOA w/o pay, w/o benefits	Return Date
Luisa Tamburri	WEMS	Assistant Principal	Medical	04/09/2024-05/17/2024	N/A	N/A	05/20/2024

(NOTE: All dates are considered “on or about”)

9. To *extend* the appointment of **Peter Davis**, Safety Coordinator, as Interim School Safety Specialist for the West Essex Regional School District, at a stipend amount of \$8,000 prorated, **beginning April 9, 2024** through on or about **May 17, 2024**.

(NOTE: Peter Davis replaces Luisa Tamburri who is on a Board approved medical leave of absence.)

10. To *amend Personnel Motion #8*, previously approved at the March 4, 2024 Board meeting to read: To approve the leave(s) of absence for the following employee(s) for the 2023/2024 school year:

Name	Location	Position	Type of Leave	LOA w/ pay	FMLA w/o pay, w/benefits	LOA w/o pay, w/o benefits	Return Date
Jaclyn Dipopolo	WEMS	Teacher of Special Education	Medical	N/A	2/20/2024-3/8/2024	N/A	3/11/2024

(NOTE: All dates are considered “on or about”.)

11. To *amend Personnel Motion #3*, previously approved at the **March 4, 2024** meeting to read: To approve the following Schedule B High School Advisor, effective **February 1, 2024**, for the 2023/2024 school year, as per WEEA contract:

Activity	Staff Member	Stipend
WE Care	Brett Florence	1,797

(NOTE: Mr. Florence was previously the co-advisor and is taking over full advisor responsibilities due to Ms. Lippi’s resignation.)

12. To *amend Personnel Motion #8*, previously approved at the **February 12, 2024** Board meeting to read: To approve **Timothy Shea, Jaclyn Carollo, and Nicolette Culkin** as staff chaperones at the WEEA negotiated rate of \$100 per person, per night (Tuesday), for the FBLA State Leadership Competition to be held in Atlantic City, New Jersey, from Tuesday, March 12, 2024 to Wednesday, March 13, 2024.

(NOTE: Mr. Shea replaced Mr. Ratajczak, who was unable to attend)

West Essex Regional Board of Education
PERSONNEL – March 18, 2024

13. To *amend* **Personnel Motion #10** previously approved at the **February 12, 2024** Board meeting to read: To approve **Michael Markey** and **Greg Ruggiero**, as staff chaperones at the WEEA negotiated rate of \$100.00 per person, per night (Wednesday & Thursday), and \$200 per night (Friday and Saturday) for the 2023 NJSIAA Wrestling Championships to be held at Boardwalk Hall in Atlantic City, NJ, from Wednesday, March 1, 2023 to Saturday, March 4, 2023.
14. To *extend* the appointment of **Ryan Gupta** as Interim Assistant Principal at West Essex Regional Middle School at a stipend amount of \$2,400 per month, **beginning April 9, 2024** through on or about **May 17, 2024**.
(NOTE: Mr. Gupta replaces Luisa Tamburri, who is on a Board approved medical leave of absence.)
15. To appoint **Dr. Kimberly Westervelt** and **Lisa Hulse** as AP Test Coordinators for the West Essex Regional School District, at a stipend amount of \$8,000 (split between 2), prorated, **beginning April 1, 2024** through on or about **May 31, 2024**.
16. To approve the appointment of **John Tosato** as a leave replacement Science teacher assigned to West Essex Regional High School, beginning on or about **March 19, 2024** through on or about **April 15, 2024**, at an annual salary of \$60,781, pro-rated 3/5th's, which is Step 1 of the 2023/2024 Bachelor's+15 Degree Teacher's Salary Guide.
[NOTE: Mr. Tosato replaces employee #3301, who is on a leave of absence.]

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

**West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – March 18, 2024**

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 - 7, will be voted upon in one motion.

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

1. To approve the following Field Trip request:

Class/Teacher	Destination	Educational Justification	Date(s)
Colabelli, Daniela Walsh, Tim, Kinsey, Karen	Give Kids the World Village Kissimmee, FL	Senior Service volunteer opportunity	Fri-Tues 5/31- 6/4/24

2. To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Schaarschmidt, Kevin	MEBCI Wind Conduction Symposium	Old Tappan, NJ	Sat-Sun 06/01-06/02/24	Conference Fee: \$500.00
Llauget, Andrea	SUPA Conference for Sports Management	New York, NY	Thursday 04/11/24	Conference Fee: No Cost Personal Expenses: Not to Exceed \$137.00

3. To approve the following parent volunteer chaperones for the High School Genesee Valley Park, trip to Rochester, NY on Monday, April 8, 2024:

Matthew Bonaguide	<u>Greg Bogumil</u>	Scott Jacobson
Lorraine Sotomayor	Rachel Wartski	Sarah Gerdes
Annie Michcalski	San Yang	Scheanell Holland-Abrams
Josephine Holland*	<u>Daniel Dutcher*</u>	<u>Mimi Prontncki*</u>
<u>Kami Marsh*</u>		

(*Alternate Parent Volunteer)

4. To approve the following parent volunteer chaperones for the High School trip to the Museum of Chinese America, New York, NY on Wednesday, April 10, 2024:

Michele Bogumil	Miriam Shi	Michell Zhu	Nad Hdjonkor
-----------------	------------	-------------	--------------

5. To approve the following parent volunteer chaperones for the High School Italian trip to Ellis Island, New York, NY on Friday, April 26, 2024:

Laura Matarazzo	Paula Mazza
-----------------	-------------

6. To *amend* Curriculum/Special Education Motion #1, previously approved at the February 12, 2024 Board meeting to read: To approve the following field trip request(s):

Class/Teacher	Destination	Educational Justification	Date(s)
Carollo, Jaclyn, Culkin, Nicolette, Aschoff, Greg, and Timothy Shea	FBLA Leadership Competition	FBLA State Leadership Competition	Tues-Wed 3/12-03/13/24

(NOTE: Mr. Shea replaced Dean Ratajczak who was unable to attend)

West Essex Regional Board of Education
 CURRICULUM/SPECIAL EDUCATION – March 18, 2024

7. To *amend* Curriculum/Special Education Motion #2, previously approved at the February 12, 2024 Board meeting to read: To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Shea, Timothy	FBLA State Conference	Atlantic City, NJ	Tues-Wed 3/12-3/12/24	Conference Fee: No Cost Personal Expenses: Not to Exceed \$88.50

(NOTE: Mr. Shea replaced Dean Ratajczak who was unable to attend)

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

**West Essex Regional Board of Education
MISCELLANEOUS – March 18, 2024**

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

CONSENT AGENDA

Anything placed on this agenda, Items 1 - 14, will be voted upon in one motion.

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

1. WHEREAS, the Board has determined that the following policies need to be adopted expeditiously in order to comply with state mandates; and
WHEREAS, Robert's Rules of Order permits the suspension of rules in order to allow for the acceptance of a resolution that permits adoption of a policy on first and second reading in one meeting for health and safety reasons; and
WHEREAS, the West Essex Regional Board of Education finds that it is in the best interest of the students attending both West Essex Regional Middle School and West Essex Regional High School for the Board to adopt the following policies with first and second readings in one meeting;
NOW, THEREFORE, BE IT RESOLVED, that the West Essex Regional Board of Education suspends Robert's Rules of Order in order to permit the first and second reading and the adoption of the following mandated policies in one meeting:

- #1140 – Educational Equity Policies/Affirmative Action (Policy)
- #1523 – Comprehensive Equity Plan (Policy)
- #1530 – Equal Employment Opportunities (Policy)
- #1530 – Equal Employment Opportunity Complaint Procedure (Reg.)
- #1550 – Equal Employment/Anti-Discrimination Practices (Policy)
- #2200 – Curriculum Content (Reg.)
- #2260 – Equity in School and Classroom Practices (Policy)
- #2260 – Equity in School and Classroom Practices Complaint Procedure (Reg.)
- #2411 – Guidance Counseling (Policy)
- #5750 – Equitable Educational Opportunity (Policy)
- #2423 – Bilingual Education (Policy and Reg.)
- #2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries (Policy and Reg.)

Enclosures 1M – 62M

2. To approve the First Reading of Policy #3211 – Code of Ethics

Enclosures 63M - 65M

3. To approve the First Reading of Regulation #5440 – Honoring Student Achievement

Enclosures 66M – 67M

West Essex Regional Board of Education
MISCELLANEOUS – March 18, 2024

4. To approve the First Reading of Policy #5570 – Sportsmanship

Enclosures 68M – 69M

5. To approve the First Reading of Policy #5841 – Secret Societies

Enclosure 70M

6. To approve the First Reading of Policy #5842 – Equal Access of Student Organizations

Enclosures 71M - 72M

7. To approve the First Reading of Policy and Regulation #7610 – Vandalism

Enclosures 73M – 76M

8. To approve the First Reading of Policy #9323 – Notification of Juvenile Offender Case Disposition

Enclosures 77M - 79M

9. To *abolish* Policy #5755 – Equity in Educational Programs and Services
(**NOTE:** Information included in this policy is duplicated in Policy #1523 and Policy #2260, therefore, Policy #5755 is no longer needed.)

10. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 043 (MS) for the reasons set forth in the Superintendent’s Report to the Board and directs the Board Secretary/School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

11. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 044 (MS) for the reasons set forth in the Superintendent’s Report to the Board and directs the Board Secretary/School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

12. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 045 (MS) for the reasons set forth in the Superintendent’s Report to the Board and directs the Board Secretary/School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

13. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 047A (MS) for the reasons set forth in the Superintendent’s Report to the Board and directs the Board Secretary/School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

West Essex Regional Board of Education
MISCELLANEOUS – March 18, 2024

14. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 047B (MS) for the reasons set forth in the Superintendent’s Report to the Board and directs the Board Secretary/School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

ROLL CALL: Yes:
No:
Abstain:
Absent:

West Essex Regional Board of Education
AGENDA – March 18, 2024

The Board President will open the floor to the public for comments on non-agenda items.

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...**

[NOTE: IF MOVING INTO EXECUTIVE SESSION, INCLUDE THIS: **...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.]