

**BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
REGULAR MONTHLY MEETING
August 28, 2023
Board Secretary's Memorandum**

DATE

Monday, August 28, 2023

PLACE

MS Board Conference Room

EXECUTIVE SESSION

5:31 P.M.

ADJOURNED

7:27 P.M.

CALLED TO ORDER

7:34 P.M.

ADJOURNED

8:20 P.M.

OPEN MEETING

Ms. Deborah Sacco-Calderone, Board President, presided and voiced the call to order in Executive Session at 5:31 p.m.

EXECUTIVE SESSION:

Motion by **Ms. Sacco-Calderone** Seconded by **Ms. Buccino** to approve the following motion:

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. Deborah Sacco-Calderone, President, will preside and voice the call to order at 7:34 p.m.

Pledge of Allegiance

ROLL CALL:

Ms. B. Buccino

Ms. C. Egan – **Arrived at 5:34 p.m.**

Ms. D. Holinstat

Mr. F. Perrotti - **Absent**

Ms. D. Sacco-Calderone - President

Mr. J. Schaer - **Absent**

Mr. R. Stampone - **Absent**

Mr. B. Trauman

Ms. M. Wojtowicz – Vice-President

**West Essex Regional Board of Education
MINUTES – August 28, 2023**

Administration:

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

PUBLIC NOTICE OF MEETING:

Notice of the August 28, 2023 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 6, 2023 and The Star Ledger on the same day. Notice of the location change for the remaining 2023 meetings was emailed to the editor of The Progress on August 15, 2023.

BOARD PRESIDENT’S REPORT:

Ms. Sacco-Calderone welcomed everyone to the meeting. She recognized that the staff returned today. Six board members attended the welcome meeting and breakfast. She is looking forward to a successful new year.

SUPERINTENDENT’S REPORT:

Mr. Macioci mentioned the Safety Consortium meeting on August 24, 2023. Sending districts Superintendents and Principals were in attendance. 2024-2025 draft calendars were discussed, the new sick leave law, curriculum writing needs, busing, and school start times. Mr. Macioci mentioned that the breakfast acknowledged newly tenured staff were recognized.

Mr. Macioci introduced **Lisa Hulse**, Director of Guidance. Ms. Hulse provided an update on past graduates, portfolio process, student outcomes, and illustrated the list of colleges/universities our graduates are now attending. Ms. Hulse introduced her staff to the Board. With the addition of one new Middle School counselor, the students will be assigned by teams rather than by grade. She highlighted the upcoming events planned. She outlined the roles and responsibilities of the High School counselors. She encouraged all to follow them on Instagram for all activities (@WEHSGuidance), highlighted Important Dates, and outlined Policy #5430, Class Rank.

Dr. Elizabeth McQuaid, Director of Special Services, expressed her gratitude with the entire school community for embracing her to the district. She discussed the demographic of those her department and the services they provide. She highlighted the WE Continuum of Programs and Services for Middle School and High School, WE Vertical Articulation and Best Practices for the 2023-2024 school year, Partnerships with All Stakeholders, the Special Education Parent Advisory Group, Save the Dates, and Future Planning and Supporting our Students. Dr. McQuaid closed by thanking the Board of Education members for all of the support.

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Dr. Donlievie, Middle School Principal, discussed the following:

- **Gratitude:** Thank you to the Board of Education for their support, the Buildings and Grounds Department for the upgrades to the hallways over the summer, Lisa Tamburri, Assistant Principal for getting the classrooms ready for the first day of school, the Middle School Secretaries, and the Municipal Alliance of Fairfield and North Caldwell for funding Bound for Greatness Program.
- **Transition Activities:** Open House, 7th Grade Orientation, Fun Knight, Spring Lake Day Camp
- **Culture and Climate:** WE C.A.R.E., Little Words Project, ADL No Place for Hate, Bound for Greatness, SCAIP Survey

Mr. Caesar Diliberto, High School Principal, discussed the following:

- Senior Privileges Meeting
- Freshman Orientation
- Senior Parent Night
- First Home Football Game
- Back to School Night

COMMENTS FROM BOARD MEMBERS:

Ms. Egan was pleased with the addition of an additional Middle School Guidance Counselor. She asked for further clarification on how the 8th grade was reassigned. Mr. Hulse responded.

Ms. Sacco-Calderone thanked the Board members who attended both the breakfast/morning meeting and the evening meeting. She wanted the staff and administration to know they are there with resources to help in any way needed.

BOARD COMMITTEE REPORTS/COMMENTS: NONE

PUBLIC COMMENTS:

Ms. Sacco-Calderone opened the floor for public comments on agenda items only. Hearing none, she closed the floor and resumed the meeting.

West Essex Regional Board of Education
FINANCE– August 28, 2023

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 Ms. Egan Seconded by Ms. Wojtowicz to approve the following motions:

West Essex Regional Board of Education
FINANCE– August 28, 2023

1. To approve the bills and claims check number 052063 through check number 052117 and check number 052119 through check number 052252 and check number 052254 through check number 052270 and check number 052273 through check number 052290 and check number 052292 through check number 052295 and check number 052297 through check number 052442 and check number 052445 through check number 052480 and check number 052482 through check number 052486 and check number 052496 through check number 052503 and check number 900063 through 900064.
Payroll check number 201157 and check number 501147 and check number 501150 through check number 501155 and check number 501158.
Void check number 050857, 052118, 052253, 052271, 052272, 052991, 052296, 052443, 052444, 052481 and 052487 through 052495.
Totaling: \$4,716,566.03

Enclosures 1F – 13F

2. To approve the Regular Meeting Minutes of August 16, 2023.

Enclosures 14F – 31F

3. To approve the Executive Session Minutes of August 16, 2023.

Enclosures 32F

4. In order to maintain audit and OSAC compliance the Board approves the hiring of **KROLL, LLC** to update the fixed assets accounting ledger and property insurance appraisal for the district for the fiscal year ending June 30, 2024, for a total fee of \$2,000 as per the attached proposal.

Enclosures 33F – 46F

ROLL CALL:	Yes:	Ms. Buccino, Ms. Egan, Ms. Holinstat, Mr. Trauman, Ms. Wojtowicz, and Ms. Sacco-Calderone
	No:	None
	Abstain:	None
	Absent:	Mr. Perrotti, Mr. Schaer, and Mr. Stampone

West Essex Regional Board of Education
PERSONNEL – August 28, 2023

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

CONSENT AGENDA

Anything placed on this agenda, Items 1 - 20, will be voted upon in one motion.

Motion by Mr. Trauman Seconded by Ms. Egan to approve the following motions:

West Essex Regional Board of Education
PERSONNEL – August 28, 2023

1. To approve the appointment of **Janice Emering** as a substitute teacher/substitute aide assigned to the West Essex Regional School District, for the 2023/2024 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A 18-A:6-7.9, at the rate of \$125.00 per day.
2. To approve the appointment of **Mark Zinn** as a substitute teacher/substitute aide assigned to the West Essex Regional School District, for the 2023/2024 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A 18-A:6-7.9, at the rate of \$125.00 per day.
3. To approve the appointment of **Giovanni Crocco** as a substitute custodian assigned to the West Essex Regional School District, effective September 5, 2023 for the for the 2023/2024 school year, at a rate of \$15.00 per hour, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9.
4. To appoint **Luisa Tamburri**, Middle School Assistant Principal, as School Safety Specialist, at the stipend amount of \$8,000 each, for the 2023/2024 school year.
5. To approve the following **Mentoring Positions** for the 2023/2024 school year:
 - Amanda Forte for Steven Siragusa
 - Samantha Minnella for Sabrina Schiavo

6. To approve the following High School teacher for a **6th period assignment** for the 2023/2024 school year at the negotiated rate of \$9,000, as per WEEA contract, pending completion of contract negotiations:

SUBJECT	TEACHER
H Accounting II	Andrea Llauget
Personal Finance (2)	Melissa Rowen

7. To approve the following Schedule B Middle School Advisors for the 2023/2024 school year, as per WEEA contract, pending completion of contract negotiations:

CLUB/ACTIVITY	NAME	STIPEND
National Jr. Honor Society	Kathleen Morrissey	316
Detention/General Discipline	Kathleen Morrissey	59 per session
Detention/E-Dash/Saturday	Kathleen Morrissey	110 per session

8. To approve the following High School Aides for Lunch Duty Coverage for the 2023-2024 school year, compensation at the stipend amount of \$25.00 per session:

Gina Cafone
Janine Mariani (Buonomo)
Michelle McOwen
Alexandra Tamburo

West Essex Regional Board of Education
 PERSONNEL – August 28, 2023

9. To approve the following staff member for mileage reimbursement for the 2023/2024 school year according to Policy #3440, effective July 1, 2023, to support CBI/SLE students in the community:

Marsha Hoxhilli
 Michele McOwen
 Matthew Turi

10. To *rescind* the following High School teacher, previously approved at the **August 16, 2023 Board Meeting**, for a 3/5th's of a 6th period assignment (**WE Connect**) for the 2023/2024 school year at the negotiated rate of \$5,400, as per WEEA contract, pending completion of contract negotiations:

SUBJECT	TEACHER
US History I	Louis Ferrara

11. To *rescind* the following Middle School teachers, previously approved at the **August 16, 2023 Board Meeting**, for a 3/5th's of a 6th period assignment (**WE Rise**) for the 2023/2024 school year, at the negotiated rate of \$5,400, as per WEEA contract, pending completion of contract negotiations:

SUBJECT	TEACHER
English 7	Deana Hagel
Math 7	Tricia McCambridge
Reading 7	Jessica DiMarco
Science 7	Paula Arbadji
Social Studies 7	James Quinless

12. To *rescind* the appointment of **Samuel Kalb** as a substitute teacher/substitute aide assigned to the West Essex Regional School District, for the 2023/2024 school year.
13. To *rescind* the appointment of **Samuel Kalb** as a leave replacement Special Education teacher assigned to the West Essex Regional Middle School, effective on or about **October 2, 2023**, through on or about **June 30, 2023**.
14. To approve the following staff member to work, as needed, as Instructor for the WEMS academic support program, "**Lunch Squad**," for the 2023-2024 school year, with sessions to be held Monday - Friday, from 10:39 AM–11:39 AM, at the stipend amount of \$54 per session. Payments are to be allocated through Title I funds, not to exceed \$63,133.

Lisa Phillips

**West Essex Regional Board of Education
PERSONNEL – August 28, 2023**

15. To approve a temporary 6th period assignment for the following Middle School teachers effective on or about **October 2, 2023** through on or about **June 30, 2023**, at the stipend amount of \$49 per day:

COURSE	PERIOD	TEACHER
Math 7 (In-Class Resource/ICS)	1	Dawn Manos
Math 7 (In-Class Resource/ICS)	3	Zlata Danese
Math 8 (In-Class Resource/ICS)	4	Matthew Gruby
Math 8 (In-Class Resource/ICS)	6	Sabrina Schiavo
Math 8 (In-Class Resource/ICS)	8	Jessica Maidman

(NOTE: Ms. Manos, Ms. Danese, Mr. Gruby, Ms. Schiavo, and Ms. Maidman are replacing Ms. Gaffney, who will be on a Board approved maternity/disability leave of absence).

16. To approve a medical leave of absence for **Caroline Blanchard** beginning August 29, 2023 through September 26, 2023, with a return date of September 27, 2023.
17. To approve the reassignment of **Michael Diaz** as a Custodian, Monday – Friday (3:00 PM – 11:00 PM), assigned to the West Essex Regional Middle School effective on or about August 29, 2023, for the 2023/2024 school year, salary remains unchanged. (NOTE: Mr. Diaz replaces Steven Siragusa, who resigned.)
18. To approve the appointment of **Luciana Geran** as a Custodian, Monday–Thursday (3:00PM-11:00PM) and Saturday (6:30AM–3:00PM), assigned to the West Essex Regional Middle School effective August 29, 2023, pending receipt of mandatory paperwork in accordance with N.J.S.A 18-A:6-7.9, at an annual salary of \$43,239.13, pro-rated, which is Step 6 of the 2023/224 Custodial Salary Guide (\$42,520.00), plus the evening differential (\$719.13). (NOTE: Ms. Geran replaced Michael Diaz, who was transferred.)
19. To approve the appointment of **Peter Marcel** as a Custodian, Monday–Thursday (3:00PM–11:00PM) and Saturday (6:30AM–3:00PM), assigned to the West Essex Regional High School effective August 29, 2023, pending receipt of mandatory paperwork in accordance with N.J.S.A 18-A:6-7.9, at an annual salary of \$43,239.13, pro-rated, which is Step 6 of the 2023/224 Custodial Salary Guide (\$42,520.00), plus the evening differential (\$719.13). (NOTE: Mr. Marcel replaces Roxanne Reynolds, who resigned.)
20. To approve the letter of resignation from **David Semaya** as a Teacher of Comprehensive Business assigned to the West Essex Regional High School effective November 3, 2023.

ROLL CALL: Yes: Ms. Buccino, Ms. Egan, Ms. Holinstat, Mr. Trauman, Ms. Wojtowicz, and Ms. Sacco-Calderone
 No: None
 Abstain: None
 Absent: Mr. Perrotti, Mr. Schaer, and Mr. Stampone

**West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – August 28, 2023**

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 - 6, will be voted upon in one motion.

Motion by Ms. Buccino Seconded by Ms. Egan to approve the following motions:

- To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Aschoff, Greg	NJPSA Conference	Atlantic City, NJ	Thurs-Fri 10/12- 10/13/23	Conference Fee: \$375.00 Personal Expenses: Not to Exceed \$438.07
McQuaid, Elizabeth	NJDOE Selected Member of Emotional and Behavioral Program Advisory Panel	Trenton, NJ	Tuesday, 9/26/23 Wednesday, 12/6/23 Wednesday, 1/31/24 Wednesday, 3/13/24	Conference Fee: No Cost Personal Expenses: Not to Exceed \$278.24
Sacco-Calderone, Deborah	Virtual Labor & Employment Summit	On-Line	Thursday 9/28/23	Conference Fee: \$99.00
Wojtowicz, Maryadele	Virtual Labor & Employment Summit	On-Line	Thursday 9/28/23	Conference Fee: \$99.00

- To approve *Pascack Valley Council. For Special Education-Region II* as a provider of behavioral services for West Essex Regional District students, for the 2023/2024 school year, at a rate not to exceed \$475.00 per CST evaluation.
- To approve a high school Writing Center, Mondays and Wednesdays during lunch block, Thursdays during lunch block on an "as needed" basis, and Tuesdays from 2:40 PM – 3:40 PM, at a rate of \$54 per session, for the 2023/2024 school year. Program to be funded through Title I.
- To approve a high school Math Lab, Monday through Friday during lunch block, at a rate of \$54 per session, for the 2023/2024 school year. Program to be funded through Title I.
- To approve *Summit Speech School* as a provider of Audiology Services for West Essex Regional Middle School and High School in-district and out-of-district students, from July 1, 2023 through June 30, 202, as per the attached fee schedule.

Enclosure 1 CSE - 2CSE

West Essex Regional Board of Education
 CURRICULUM/SPECIAL EDUCATION – August 28, 2023

6. To *amend* the following out-of-district placement, previously approved at the **August 16, 2023** Board Meeting, for the 2023/2024 School Year:

Student	Out of District School	Tuition
Student ID # 2902419	Shepard School 2 Miller Road Kinneton, New Jersey 07405 973-850-6130	Fall Tuition - \$21,341.46 Total Cost - \$21,341.46 September 2023 - June 2024

ROLL CALL: Yes: Ms. Buccino, Ms. Egan, Ms. Holinstat, Mr. Trauman, Ms. Wojtowicz (2-26), and Ms. Sacco-Calderone (2-26)
 No: None
 Abstain: Ms. Wojtowicz (#1 Only), Ms. Sacco-Calderone (#1 Only)
 Absent: Mr. Perrotti, Mr. Schaer, and Mr. Stampone

West Essex Regional Board of Education
 MISCELLANEOUS – August 28, 2023

The following miscellaneous 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 Ms. Holinstat Seconded by Ms. Wojtowicz to approve the following motions:

1. To approve the Second Reading of Policy and Regulation #1642.01 – Sick Leave

Enclosures 1M- 8M
1. To approve the West Essex Regional School District **Professional Development Plan** for the 2023/2024 school year.

Enclosures 9M - 11
2. To approve the West Essex Regional School District **Mentoring Plan** for the 2023/2024 school year.

Enclosures 12M - 25M
4. To approve the West Essex Regional High School and West Essex Regional Middle School **Student Handbooks** for the 2023/2024 school year.

West Essex Regional Board of Education
MISCELLANEOUS – August 28, 2023

5. To approve the 2023/2024 transportation bus routes, as appended.

Enclosures 26M – 56M

6. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 001 (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.
7. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 019 (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: Ms. Buccino, Ms. Egan, Ms. Holinstat, Mr. Trauman,
Ms. Wojtowicz, and Ms. Sacco-Calderone
No: None
Abstain: None
Absent: Mr. Perrotti, Mr. Schaer, and Mr. Stampone

West Essex Regional Board of Education
MINUTES – August 16, 2023

The Board President opened the floor to the public for comments on non-agenda items. Hearing none, she resumed the meeting.

Motion to adjourn by Ms. Wojtowicz Seconded by Ms. Egan at 8:20 PM.

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.

President

Business Administrator/Board Secretary