

**BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
REGULAR MONTHLY MEETING
September 13, 2021
Board Secretary's Memorandum**

EXECUTIVE SESSION: 7:00 PM

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. Maryadele Wojtowicz, President, will preside and voice the call to order at 7:30 p.m.

Pledge of Allegiance

ROLL CALL:

Ms. C. Egan
Ms. A. Fahey
Ms. J. Marcus
Mr. F. Perrotti
Mr. A. Rubinich
Ms. D. Sacco-Calderone – Vice-President
Ms. J. Skelton
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 September 13, 2021 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 7, 2021 and The Star Ledger on the same day.

West Essex Regional Board of Education
AGENDA – September 13, 2021

BOARD PRESIDENT’S REPORT:

SUPERINTENDENT’S REPORT:

- Director of Curriculum’s Report

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– September 13, 2021

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 _____ Seconded by _____ to approve the following motions:

1. To approve the Secretary's and Treasurer's Reports for **July, 2021**, in the amount of **\$16,008,531.96** 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 **July, 2021**, 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 1F – 49F

2. To approve the attached transfer report from **July 1, 2021** through **July 31, 2021**.

Enclosures 50F – 51F

3. To approve the bills and claims **check number 047159** through **check number 047162** and **check number 047164** through **check number 047217** and **check number 047219** through **check number 047255**.
Payroll check number 501006 and **check number 501007**.
Void check numbers 047163, 047218.
Totaling: \$870,868.04

Enclosures 52F – 55F

4. To approve the **Student Activity Check Register** from **August 27, 2021** through **September 10, 2021**, **check number 12576** through **check number 12577**.
Totaling: \$5,434.00

Enclosure 56F

ROLL CALL: Yes:
No:
Abstain:
Absent:

West Essex Regional Board of Education
BUILDINGS & GROUNDS – September 13, 2021

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:

1. 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
WEHS Marching Band	5	Chapter X Marching Band competition	HS cafeterias (2), 2 classrooms, turf field, all grass fields, track, auditorium* and gym* *(rain only)	Sunday 10/24/21	\$1,500.00* *charges for police and site manager to be determined

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
PERSONNEL – September 13, 2021

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

CONSENT AGENDA

Anything placed on this agenda, Items 1- 17, will be voted upon in one motion.

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

1. To approve with deepest regret, but with 13½ years of fondest memories of dedicated service, the letter of resignation, for retirement purposes, from **Simona Pepe** as Payroll and Benefits Coordinator for the West Essex Regional School District effective January 1, 2022.

Enclosure 1P

2. **WITHDRAWN**
3. To approve the appointment of **Jessica Maidman** as a substitute teacher/substitute aide assigned to the West Essex Regional School District, for the 2021/2022 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9, at the rate of \$100.00 per day
4. To approve the appointment of **Jessica Maidman (BA)** as a leave replacement English teacher assigned to West Essex Regional High School, effective upon receipt of standard New Jersey certification, through October 31, 2021, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9, at an annual salary of \$57,074, pro-rated, which is Step 1 of the 2021/2022 Bachelor's Degree Teacher's Salary Guide.
[NOTE: Ms. Maidman replaces Olivia Macaluso, who is on a Board-approved maternity/disability leave of absence.]
5. To approve the following **Mentoring Position** for the 2021/2022 school year:
 - Jason Freda for William Morgan
6. To approve the following movement on the guide for the 2021/2022 school year, effective September 1, 2021:

	<u>From</u>	<u>To</u>
	MA30	MA60
Bramhall, Jennifer	Step 13	Step 13
	\$87,302	\$90,133

7. To approve the following Schedule B Middle School Advisors for the 2021/2022 school year, as per WEEA contract:

CLUB/ACTIVITY	NAME	STIPEND
Key Club Assistant	Zlata Danese	1,439
Yearbook – Steppingstone	Gabriel Maffei	4,642
Detention/General Discipline	Stephanie Vallone	58 per session
Detention/E-Dash/Saturday	Stephanie Vallone	108 per session

West Essex Regional Board of Education
PERSONNEL – September 13, 2021

8. To approve the following additional staff members to work as Site Managers to oversee facility usage by outside organizations for the 2021/2022 school year, at the rate of \$35 per hour (Priority 1 thru 3) and \$50 per hour (Priority 4 and 5), with payment to be made by outside organizations:

Edward Griffin
Caitlin Shroyer

9. To *amend* **Personnel Motion #11** previously approved at the **August 30, 2021** Board meeting approving Schedule B High School Advisor for the 2021/2022 school year, as per WEEA contract, to read:

CLUB/ACTIVITY	NAME	STIPEND
Robotics Club Assistant	Danielle Purciello <i>(September through January 18th)</i>	\$1,374 <i>(pro-rated)</i>

10. To *amend* **Personnel Motion #12** previously approved at the **August 30, 2021** Board meeting approving Schedule B Middle School Advisor for the 2021/2022 school year, as per WEEA contract, to read:

CLUB/ACTIVITY	NAME	STIPEND
STEM Club	Danielle Purciello <i>(September through January 18th)</i>	\$1,436 <i>(pro-rated)</i>

11. To approve the appointment of **Marion Drew (BA)** as a Music teacher assigned to West Essex Regional High School, effective November 1, 2021, for the 2021/2022 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9, at an annual salary of \$67,974, pro-rated, which is Step 9 of the 2021/2022 Bachelor's Degree Teacher's Salary Guide.

[NOTE: Ms. Drew replaces Donna Mateyka, who retired.]

12. To approve the following Schedule B High School Advisors for the 2021/2022 school year, as per WEEA contract:

ACTIVITY	STAFF MEMBER	STIPEND
Masquers Business Manager	B. Hernandez/A. Speer <i>(split)</i>	663
Music Activities – Choral (HS)	Marion Drew	3,334
Music Activities: Small Ensemble (HS) <i>(1/2 year)</i>	Marion Drew	1,411
Musical: Music Director/Rehearsal Pianist (HS)	Marion Drew	2,541
Tri-M Music Honor Society	Caitlin Shroyer	616

13. To approve the appointment of **Dana Bartello** as a per diem substitute teacher for COVID-19 support in the West Essex Regional School District, effective September 14, 2021, for the 2021/2022 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9, not to exceed 22.5 hours per week, at the rate of \$175.58 per day.
14. To approve the appointment of **Debra Martin** as a per diem substitute teacher for COVID-19 support in the West Essex Regional School District, effective September 14, 2021, for the 2021/2022 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9, not to exceed 22.5 hours per week, at the rate of \$192.43 per day.

West Essex Regional Board of Education
PERSONNEL – September 13, 2021

15. To approve the appointment of **Diana Schoenblum** as a per diem substitute teacher for COVID-19 support in the West Essex Regional School District, effective September 14, 2021, for the 2021/2022 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9, not to exceed 22.5 hours per week, at the rate of \$192.43 per day.
16. To approve the appointment of **John Tosato** as a per diem substitute teacher for COVID-19 support in the West Essex Regional School District, effective September 14, 2021, for the 2021/2022 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9, not to exceed 22.5 hours per week, at the rate of \$180.05 per day.
17. To approve the appointment of **Linda Welfel** as a per diem substitute teacher for COVID-19 support in the West Essex Regional School District, effective September 14, 2021, for the 2021/2022 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9, not to exceed 22.5 hours per week, at the rate of \$186.13 per day.

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – September 13, 2021

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 - 5, 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
Swanick, Lisa	NJMAA Executive Board & General Members' Meetings	Piscataway, NJ	Fridays: 10/08/21 11/12/21 03/04/22 04/08/22 05/06/22	Conference Fee: No Cost Personal Expenses: Not to Exceed \$113.40

2. To approve **Shoprite of West Caldwell**, 540 Passaic Avenue, West Caldwell, NJ as a Structured Learning Experience (SLE) job site from September 9, 2021 through June 30, 2022.
3. To approve the After-School Title I Middle School Academic Enrichment Program, for the 2021/2022 school year, with sessions to be held on Tuesdays, Wednesdays and Thursdays from 2:40 PM to 3:40 PM, at the stipend amount of \$54 per session, with no more than two (2) staff members remaining until 4:00 PM, as needed, in order to provide proper supervision for the program's students until the late bus arrives. Payments are to be allocated through Title I funds, not to exceed \$65,000.00.
4. 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 2021/2022 school year.
5. To approve a high school Math Lab, Tuesdays and Thursdays during lunch block, at a rate of \$54 per session, for the 2021/2022 school year.

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
MISCELLANEOUS – September 13, 2021

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

CONSENT AGENDA

Anything placed on this agenda, Items 1 - 13, will be voted upon in one motion.

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

1. To approve the following revision to the **2021-2022 school calendar** for all middle and high school students:
 - Tuesday, October 5th – **12:17 PM** dismissal (Professional Development for staff)
2. To approve the *amended* 2021/2022 transportation bus routes, as appended.

Enclosures 1M – 6M

3. 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:
 - #2422 - Comprehensive Health and Physical Education
 - #2467 - Surrogate Parents and Resource Family Parents
 - #5111 - Eligibility of Resident/Nonresident Students
 - #6311 - Contracts for Goods or Services Funded by Federal Grants
 - #7432 - Eye Protection (Policy & Reg.)
 - #8420 - Emergency and Crisis Situations
 - #8540 - School Nutrition Programs
 - #8550 - Meal Charges/Outstanding Food Service Bill
 - #8600 - Student Transportation

Enclosures 7M – 40M

4. To approve the First Reading of Policy #1648.13 – School Employee Vaccination Requirements

Enclosures 41M – 43M

5. To approve the First Reading of Policy #5116 – Education of Homeless Children

Enclosures 44M- 46M

West Essex Regional Board of Education
MISCELLANEOUS – September 13, 2021

6. To approve the First Reading of Policy #5350 – Student Suicide Prevention (Policy & Reg.)
Enclosures 47M – 54M
7. To approve the First Reading of Policy #5351 – School Clearance Following Crisis Situation
Enclosures 55M – 58M
8. To approve the First Reading of Policy #6115.01 – Federal Awards/Funds Internal Controls – Allowability of Costs
Enclosures 59M – 60M
9. To approve the First Reading of Policy #6115.02 – Federal Awards/Funds Internal Controls – Mandatory Disclosures
Enclosures 61M – 64M
10. To approve the First Reading of Policy #6115.03 – Federal Awards/Funds Internal Controls – Conflict of Interest
Enclosures 65M – 67M
11. To approve the Second Reading of Policy #8500 – Food Services
Enclosure 68M
12. To *abolish* Policy #5114 – Children Displaced by Domestic Violence
[NOTE: Revisions to Policy and Regulation #5111-Eligibility of Resident/Non-Resident Students encompass this policy, making this policy obsolete.]
13. To *abolish* Policy #8810 – Religious Holidays
[NOTE: The legal requirements of this policy are addressed in Policy #2270-Religion in Schools, making this policy obsolete.]

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

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

Motion to adjourn by _____ Seconded by _____.

West Essex Regional Board of Education
MISCELLANEOUS – September 13, 2021

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.]