BOARD OF EDUCATION WEST ESSEX REGIONAL SCHOOL DISTRICT REGULAR MONTHLY MEETING

December 7, 2020

Board Secretary's Memorandum

In accordance with the New Jersey Department of Community Affairs Local Operational Guidance – Covid-19: Guidance for Remote Public Meetings in New Jersey.

EXECUTIVE SESSION: (if necessary)

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 – Vice-President

Ms. D. Sacco-Calderone

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 December 7, 2020 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 <u>The Progress</u> on January 7, 2020 and <u>The Star Ledger</u> on the same day.

AUDIT PRESENTATION:

Man Lee, a representative of **Nisivoccia**, **LLP**, the district's auditing firm, will present the CAFR and Management Report for the 2019/2020 Fiscal Year.

BOARD PRESIDENT'S REPORT:

SUPERINTENDENT'S REPORT:

Harassment, Intimidation & Bullying presentation given by Juliann Hoebee, WEHS Assistant Principal; and Luisa Tamburri, WEMS Assistant Principal.

PRINCIPALS' REPORTS:

- Mr. Caesar Diliberto, HS Principal Monthly Report
- > Dr. Gina Donlevie, MS Principal Monthly Report

DIRECTOR OF CURRICULUM'S REPORT:

Update on hybrid/distance learning schedule

COMMENTS FROM BOARD MEMBERS:

BOARD COMMITTEE REPORTS/COMMENTS:

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.)

The following	finance	motions a	are made	at the	recommer	ndation	of the	Superinter	ndent of
Schools:									

Anything placed	on this agenda, Items 1- 12, v	vill be voted upon in one motion.
Motion by	Seconded by	to approve the following motions

1. To approve the bills and claims check number 045263 and check number 045266 through check number 045301 and check number 045303 through check number 045314 and check number 045316 through check number 045405 and check number 045407 through check number 045449 and check number 045451 through check number 045478 and check number 510619 through check number 510620 and check number 900036.

Payroll check number 500941 through check number 500942 and check number 500944 through check number 500945 and check number 500947 through check number 500948.

Void check numbers 044773, 045264, 045265, 045302, 045315, 045320, 045406, 045450 500943, 500946, and 900035.

Totaling: \$4,203,806.10

Enclosures 1F – 7F

2. To approve the **Student Activity Check Register** from October 31, 2020 through December 4, 2020, **check number 11923** through **check number 12066**. **Totaling: \$60,067.80**.

Enclosures 8F - 17F

3. To approve the Regular Meeting Minutes of **November 2, 2020**.

Enclosures 18F – 28F

4. To approve the Executive Session Minutes of **November 2, 2020**.

Enclosure 29F

5. To approve the Regular Meeting Minutes of **November 18, 2020**.

Enclosures 30F – 34F

6. To approve the Executive Session Minutes of **November 18, 2020**.

Enclosure 35F

7. To accept, as per West Essex Regional Board of Education Policy and Regulation #7230, the donation of twenty-four (24) gallons of Enviropure hand sanitizer valued at \$600.00 from Windmill Health Products for use in the West Essex Regional School District.

- 8. To accept, as per West Essex Regional Board of Education Policy and Regulation #7230, the donation In the amount of \$250.00 from the Abouelmagd family for the West Essex High School Band.
- 9. To approve submission of the *amendment* of the district's application for the 2020/2021 school year for the **ESEA Consolidated Sub grant**, which includes carry-over funds from the 2019/2020 school year:

Title I (including carry-over) \$80,338 Title II (including carry-over) \$28,258

- 10. To approve acceptance of the **Coronavirus Relief Fund Grant** in the amount of \$48,066.
- 11. To approve the contract with **Caldwell-West Caldwell Board of Education** to provide transportation services to and from Essex County Vo-Tech for West Essex Regional School District students, at a cost of \$32,500, for the 2020/2021 school year.
- 12. To approve the **Comprehensive Annual Financial Report (CAFR)** for the fiscal year ended June 30, 2020, as prepared by the Business Office, and the Auditor's Management Report on Administrative Findings, as presented, prepared by Nisivoccia, LLP, Certified Public Accountants.

ROLL CALL: Yes:

No:

Abstain: Absent:

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

CONSENT AGENDA

Anything placed	l on this agenda, Items 1- 22	, will be voted upon in one motion.
Motion by	Seconded by	to approve the following motions

- 1. To *amend* approval of the 3/5th's of a **6th period assignment** for **WE Rise** English for **Melissa D'Angelo** to reflect an end date of November 11, 2020.
- 2. To *rescind* the following **2020/2021 Fall** coaching appointments:

SPORT	CANDIDATE	POSITION		
Girls' Volleyball	William Humes	Head Coach		
Girls' Volleyball	Andrea Llauget	Assistant Coach		
Girls' Volleyball	Kira Wildes	Assistant Coach		

3. To *rescind* the following **2020/2021 Winter** coaching appointments:

SPORT	CANDIDATE	POSITION
Boys Basketball	William Humes	Head Coach
Boys Basketball	Michael Llauget	Assistant Coach
Boys Basketball	Jason Ahmed	Assistant Coach
Boys Basketball	Timothy Walsh	Assistant Coach
Girls Basketball	Amber Tobia	Head Coach
Girls Basketball	Tim Glenn	Assistant Coach
Girls Basketball	Erin Bradley	Assistant Coach
Ice Hockey	Marc Gregory	Head Coach
Ice Hockey	Darius Kopec	Assistant Coach
Ice Hockey	Tim Shea	Assistant Coach
B/G Swimming	Jake Taylor	Head Coach
B/G Swimming	Kathleen Turnbull	Assistant Coach
Wrestling	Michael Markey	Head Coach
Wrestling	Greg Ruggiero	Assistant Coach
Wrestling	Patrick Nappi	Assistant Coach
Wrestling	Anthony Perrotti	Assistant Coach
Cheerleading	Michele Riker	Head Coach
Cheerleading	Jocelyn Pucilowski	Assistant Coach
Fencing	Mark Trudnos	Head Coach
Fencing	Kaitlin Moleen	Assistant Coach
Fencing	Chris Denude	Assistant Coach
Strength Coach	Chris Benacquista	Head Coach
Strength Coach	Dominick Linsalato	Assistant Coach

4. To approve the following **2020/2021 NJSIAA Season 2*** Coaching appointments, pending completion of contract negotiations:

<u>SPORT</u>	CANDIDATE	<u>POSITION</u>	<u>STEP</u>	<u>STIPEND</u>
Ice Hockey	211			
Start date 1/2/2	Marc Gregory	Head Coach	5	\$10,443
	Darius Kopec	Assistant	5	7,323
	Tim Shea	Assistant	4	6,795
Boys Basketl				
(Start date 1/11)	William Humes	Head Coach	5	\$10,443
	Michael Llauget	Assistant	5	7,323
	Jason Ahmed	Assistant	5	7,323
	Timothy Walsh	Assistant	5 5	7,323
	Zak Balz	7/8 Coach	2	5,437
Girls Basketh				
Start date 1/11	Amber Tobia	Head Coach	1	\$8,707
	Tim Glenn	Assistant	5	7,323
	Ryan Logan	Assistant	5	7,323 7,323
	Briana LaFiura	7/8 Coach	1	5,285
Fencing (Start date 1/11)	/211			
Start date 1/11/	Mark Trudnos	Head Coach	5	\$6,690
	Chris Denude	Assistant	5	4,818
Cheerleadin	g			
(Start date 1/11)			_	¢.,,00
	Michele Riker	Head Coach	5 5	\$6,690
	Jocelyn Pucilowski	Assistant	5	4,818
Strength Co. (Start date 1/11)				
. , , ,	Ćhris Benacquista	Head Coach	5	\$6,690
	Dominick Linsalato	Assistant Coach	4	4,614

^{*[}NOTE: If the Board or the State suspends, restricts, or prohibits the 2020/2021 NJSIAA Season 2, these appointments shall be rescinded and the advisors shall be paid a prorated amount of their stipend, if any, for services actually rendered.]

5. To approve the following **2020/2021 NJSIAA Season 2A*** Coaching appointments, pending completion of contract negotiations:

<u>SPORT</u>	<u>CANDIDATE</u>	<u>POSITION</u>	<u>STEP</u>	<u>STIPEND</u>
B/G Swim				
Julii delle 2/	Jake Taylor	Head Coach	5	\$6,690
	Kathleen Turnbull	Assistant	5	4,818
Winter Tra				
(Start date 2 _/		Head Coach	2	\$6,102
	Shannon Kelly			
	Anthony Lambo	Assistant	5	4,818

^{*[}NOTE: If the Board or the State suspends, restricts, or prohibits the 2020/2021 NJSIAA Season 2A, these appointments shall be rescinded and the advisors shall be paid a prorated amount of their stipend, if any, for services actually rendered.]

6. To approve the following **2020/2021 NJSIAA Season 3*** Coaching appointments, pending completion of contract negotiations:

<u>CANDIDATE</u>	<u>POSITION</u>	<u>STEP</u>	<u>STIPEND</u>
William Humes	Head Coach	5	\$10,443
Andrea Llauget	Assistant	5	7,323
Kira Wildes	Assistant	5	7,323
<i>?1)</i>			
Michael Markey	Head Coach	5	\$10,443
Greg Ruggiero	Assistant	5	7,323
Patrick Nappi	Assistant	5	7,323
Anthony Perrotti	Assistant	5	7,323
	o <u>all</u> William Humes Andrea Llauget Kira Wildes Michael Markey Greg Ruggiero Patrick Nappi	Milliam Humes Head Coach Andrea Llauget Assistant Kira Wildes Assistant Michael Markey Head Coach Greg Ruggiero Assistant Patrick Nappi Assistant	Milliam Humes Head Coach 5 Andrea Llauget Assistant 5 Kira Wildes Assistant 5 Michael Markey Head Coach 5 Greg Ruggiero Assistant 5 Patrick Nappi Assistant 5

^{*[}NOTE: If the Board or the State suspends, restricts, or prohibits the 2020/2021 NJSIAA Season 3, these appointments shall be rescinded and the advisors shall be paid a prorated amount of their stipend, if any, for services actually rendered.]

7. To approve the following Schedule B Middle School Advisor for the 2020/2021 school year, as per WEEA contract, pending completion of contract negotiations; and, BE IT FURTHER RESOLVED that if the Board suspends, restricts, or prohibits the operations of Schedule B activities, these appointments shall be rescinded and the advisors shall be paid a prorated amount of their stipend, if any, for services actually rendered; and,

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and Business Administrator/Board Secretary to execute any and all documents necessary to effectuate the intent of this Resolution:

CLUB/ACTIVITY	NAME	STIPEND
National Jr. Honor Society	Nicolette Culkin	\$298

rendered; and,

8. To amend the following Schedule B Middle School Advisors for the 2020/2021 school year, as per WEEA contract, pending completion of contract negotiations; and, BE IT FURTHER RESOLVED that if the Board suspends, restricts, or prohibits the operations of Schedule B activities, these appointments shall be rescinded and the advisors shall be paid a prorated amount of their stipend, if any, for services actually

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and Business Administrator/Board Secretary to execute any and all documents necessary to effectuate the intent of this Resolution:

CLUB/ACTIVITY	NAME	STIPEND
Newspaper – Knightbytes	Alexa Speer (pro-rated September through November 30th)	\$2,195
Newspaper – Knightbytes	Alexa Speer/Genna Solari (pro-rated December through	\$2,195

- 9. To *rescind* the appointment of **Denise D'Meo** as Pre-Med Club Advisor (HS) for the 2020/2021 school year.
- 10. To approve the following Schedule B High School Advisors for the 2020/2021 school year, as per WEEA contract, pending completion of contract negotiations; and, BE IT FURTHER RESOLVED that if the Board suspends, restricts, or prohibits the operations of Schedule B activities, these appointments shall be rescinded and the advisors shall be paid a prorated amount of their stipend, if any, for services actually rendered; and,

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and Business Administrator/Board Secretary to execute any and all documents necessary to effectuate the intent of this Resolution:

CLUB/ACTIVITY	NAME	STIPEND
Pre-Med Club	Taciana Barros	\$1,561
Winterguard Assistant	Elizabeth Barrett	\$2,653

11. WHEREAS, the West Essex Regional School District Board of Education (hereinafter referred to as the "Board") and the West Essex Education Association (hereinafter referred to as "the Association") have negotiated a successor Collective Negotiations Agreement (hereinafter referred to as the "CNA") for the 2020-2021, 2021-2022 and 2022-2023 school years; and

WHEREAS, the Association has, by a majority vote of its membership, ratified the CNA.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves of the terms of the CNA for the 2020-2021, 2021-2022 and 2022-2023 school years, which is attached to this Resolution and made a part hereof; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the CNA by and between the Board and the Association.

Enclosures 1M - 62M

12. To approve the following movement on the guide for the 2020/2021 school year, effective September 1, 2020:

effective September 1, 2020:	<u>From</u>	<u>To</u>
Ayers-Lopuzzo, Melissa	BA15 Step 7 \$65,022	MA Step 7 \$66,649
Benacquista, Christopher	MA15 Step 18 \$100,022	MA15 Step 18 + \$2,750 \$102,772
Cavallo, Toni-Anne	MA Step 10 \$73,308	MA30 Step 10 \$78,314
Corcoran, Shannon	BA Step 18 \$92,259	BA Step 18 + \$2,750 \$95,009
Decker, Allison	BA15 Step 9 \$69,340	MA Step 9 \$71,088
Fernicola, Amanda	MA30 Step 9 \$75,925	MA60 Step 9 \$78,409
Ferrara, Louis	BA15 Step 10 \$71,499	MA Step 10 \$73,308
Freda, Jason	MA30 Step 18 \$103,269	MA30 Step 18 + \$2,750 \$106,019
Gadek, Stacy	BA Step 18 \$92,259	MA Step 18 + \$2,750 \$99,641
Glenn, Timothy	MA Step 18 + \$5,500 \$102,391	MA15 Step 18 + \$5,500 \$105,522
Llauget, Andrea	MA30 Step 18 \$103,269	MA30 Step 18 + \$2,750 \$106,019

12. (continued) To approve the following movement on the guide for the 2020/2021 school year, effective September 1, 2020:

school year, effective september 1, 202	From	<u>To</u>
Logan-Magnusson, Ryan	BA15 Step 8 \$67,181	MA Step 8 \$68,868
Maus, Jenna	MA Step 14 \$83,392	MA15 Step 14 \$86,182
Phillips, Lisa	MA Step 18 \$96,891	MA15 Step 18 \$100,022
Phillips, Sheryl	MA Step 18 \$96,891	MA Step 18 + \$2,750 \$99,641
Riker, Michelle	BA15 Step 9 \$69,340	MA Step 9 \$71,088
Semaya, David	BA15 Step 5 \$62,607	MA15 Step 5 \$66,284
Sommer, Lauren	MA Step 14 \$83,392	MA15 Step 14 \$86,182
Tufaro, Janice	MA15 Step 10 \$75,765	MA30 Step 10 \$78,314
Vallone, Stephanie	MA Step 14 \$83,392	MA15 Step 14 \$86,182

13. To approve the transfer of **David Semaya** from Computer Science teacher assigned to West Essex Regional Middle School to Technology teacher assigned to West Essex Regional High School, effective February 1, 2021, for the 2020/2021 school year. Salary remains unchanged.

[NOTE: Mr. Semaya replaces Janice Emering, who retired.]

14. WITHDRAWN

- 15. To approve the transfer of a staff member, as follows:
 - Valerie D'Anton from Middle School 12-month secretary to Central Office 12month secretary

[NOTE: Ms. D'Anton replaces Patricia Smith, who was transferred.]

- 16. To approve the letter of resignation from **Theodore Paris** as a substitute electrician assigned to West Essex Regional School District effective December 1, 2020.
- 17. To approve the appointment of **Anthony Paris** as a substitute electrician assigned to West Essex Regional School District effective January 4, 2021, for the 2020/2021 school year, at the rate of \$35 per hour, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9.
- 18. To approve the appointment of **Matthew Almonte** as a Custodian, Monday-Thursday (3:00PM-11:00PM), and Saturday (7:00AM-3:30PM), assigned to West Essex Regional High School effective December 1, 2020, for the 2020/2021 school year, at an annual salary of \$40,829.85 which is Step 6 of the 2020/2021 Custodial Salary Guide (\$40,152.00), plus the evening differential (\$677.85). [NOTE: Mr. Almonte replaces Mario Silva, who retired.]
- 19. To approve the following staff members to work, as needed, as instructors for the MS Title I program to be held in-person within the hybrid schedule from 7:42 12:17 pm each day, excluding virtual days, at the stipend amount of \$54 per session, pro-rated, for the 2020/2021 school year. MS Staff will provide supervision and assistance to Title I eligible students during each block as needed. Payments are to be allocated through Title I funds, not to exceed \$26,966.00:

Ruth Bolger	Nicolette Culkin	Richard Larcara	Kathleen Morrissey
Neil Carrozza	Allison Decker	Erica Lescota	Lisa Phillips
Shannon Corcoran	Angela D'Onofrio	Jenna Maus-Colucci	Lanaya Torres

20. To approve the After-School Title I Middle School Program, for the 2020-2021 school year, with virtual sessions to be held on Tuesdays, Wednesdays and Thursdays, from 2:45 PM to 3:45 PM, at the stipend amount of \$54 per session. Payments are to be allocated through Title I funds, not to exceed \$25,000.00.

Paula Arbadji	Zlata Danese	Lauren Sommer
Shannon Corcoran	Gabriel Maffei	Lanaya Torres
Carly Crescibene	Danielle Purciello	Janice Tufaro
Nicolette Culkin	Michele Riker	

21. To approve the following staff members to work as Site Managers to oversee facility usage by outside organizations for the 2020/2021 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:

Peter Davis	Erica Lescota	Christa Rizzo
Anthony Fabrizio	Kori Lauto	Valerie Romano
Eric Fitzke Grey	Patrick McGlynn	Caitlin Shroyer
	Brittany Miller	

[NOTE: In the event that none of the above-listed staff members are available, Anthony Minnella, Lisa Swanick, or Lisa Tamburri may serve as Site Manager, on an as-needed basis, at the discretion of the Superintendent.]

22. To approve **Dana Bartello** as a per diem leave replacement teacher for the West Essex Regional School District, from January 4, 2021 through January 29, 2021, at the rate of \$171.00 per day.

ROLL CALL: Yes:

No:

Abstain: Absent:

West Essex Regional Board of Education CURRICULUM/SPECIAL EDUCATION – December 7, 2020

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 - 3, w	vill be voted upon in one motion.
Motion by	_ Seconded by	to approve the following motions:

1. To approve the following request for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Logan, Denise	Best, Up-to-Date Critical Strategies to Address COVID-19	On-line	Wednesday 01/06/21	Conference Fee: \$279.00
Shroyer, Caitlin	Midwest Clinic	On-line	Wed-Fri 12/16-12/18/20	Conference Fee: \$100.00
Symmons, Tania	Hot Legal Topics During COVID-19	On-line	Thursday 02/11/21	Conference Fee: No Cost
Symmons, Tania	Creating Sanctuary Classrooms and Schools	On-line	Friday 01/15/21	Conference Fee: \$100.00
Massa, James	Distance Learning: Strengthening Online Instruction	On-line	Monday 01/11/21	Conference Fee: \$279.00
Hoebee, Juliann	Restorative Discipline Conference	On-line	Wednesday 02/24/21	Conference Fee: \$289.00
Westervelt, Kimberly	Restorative Discipline Conference	On-line	Wednesday 02/24/21	Conference Fee: \$289.00

2. To approve the following out-of-district student placement for the 2020-2021 school year:

y cen.		
Student	Out-of-District School	Tuition
ID# 2501364	Allegro School	Tuition-\$76,261.90
	125 Ridgedale Avenue	Extraordinary Aide – \$21,450.00
	Cedar Knolls, NJ 07927	Total Tuition - \$97,711.90
	973-267-8060	

3. To approve the formation of a new Schedule B Club/Activity for the 2020/2021 school year named "Health and Wellness Club" with Bettina Plesnitzer as advisor.

[NOTE: Ms. Plesnitzer will not be paid this year. If the club is successful, and is recommended for next year, a stipend will be negotiated.]

ROLL CALL: Yes:

No: Abstain: Absent:

West Essex Regional Board of Education MISCELLANEOUS – December 7, 2020

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

CONSENT AGEN	DA	
Anything placed	on this agenda, Items 1 - 7, wil	I be voted upon in one motion.
Motion by	Seconded by	to approve the following motions:

- 1. To approve West Essex Regional School District's Reorganization meeting to be held on Wednesday, January 6, 2021 at 7:00 PM.
- 2. To approve the semi-annual **Harassment, Intimidation and Bullying Report**, as presented at the December 7, 2020 Regular Board meeting.
- 3. Upon the recommendation of the Superintendent and the Board of Education of West Essex, the Board approves the following Board Goals, for the 2020/2021 school year, as listed:

Board Goals

- 1) Improve communication within the Board
- 2) Maintain ongoing communication with the community and support opportunities for community input
- 3) Develop and implement a Code of Governance Best Practices
- 4) Support the district goal objective of continued improvement in school climate and culture
- 4. To approve the **Health and Safety Evaluation of School Buildings Checklist** for West Essex Regional High School and West Essex Regional Middle School for the 2020/2021 school year.
- 5. To approve the *revised* 2020/2021 transportation bus route, as appended.

Enclosure 1M

6. To approve the 2021/2022 school calendar, as appended.

Enclosure 2M

7. BE IT RESOLVED that the Board hereby affirms the Superintendent's decision in HIB Investigation No. 0002 (HS) 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 MISCELLANEOUS – December 7, 2020

The Board P	resident will open the floor to the public for comments on non-agenda items.
Motion to ac	djourn 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.]