

**BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
REGULAR MONTHLY MEETING
May 10, 2021
Board Secretary's Memorandum
REMOTE PUBLIC MEETING**

**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
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 May 10, 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 – May 10, 2021

BOARD PRESIDENT’S REPORT:

SUPERINTENDENT’S REPORT:

➤ Independent Study Presentations:

Student	Independent Study	Advisor
Julianna Himiwan	Etymology II	Kaitlin Moleen
Adrianna LoBasso	Political Theory	Beth Vaknin
Hannah Ng	Advanced Chinese Language	Mu You
Gillian Rodgers	Eastern Influence on Western Development	Caroline Blanchard
Taylor Sindle	Eastern Influence on Western Development	Caroline Blanchard

- Curriculum Presentation given by **Laura Drago**, Supervisor of Social Studies & World Languages
- Director of Curriculum’s Report
- Principals’ Reports

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.)

West Essex Regional Board of Education
FINANCE– May 10, 2021

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

CONSENT AGENDA

Anything placed on this agenda, Items 1- 12, 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 **March, 2021**, in the amount of **\$15,429,032.24** 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 **March, 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 **March 1, 2021** through **March 31, 2021**.

Enclosure 50F

3. To approve the bills and claims **check number 046329** through **check number 046346** and **check number 046348** through **check number 046408** and **check number 510650** through **check number 510651** and **check number 900038**.
Payroll check number 500979 through **check number 500980**.
Void check numbers 046347.
Totaling: \$1,465,897.19

Enclosures 51F – 53F

4. To approve the **Student Activity Check Register** from April 24, 2021 through May 6, 2021, **check number 12274** through **check number 12344**.
Totaling: \$13,031.15

Enclosures 54F – 62F

5. To approve the Regular Meeting Minutes of **April 26, 2021**.

Enclosures 63F – 70F

6. To approve the Executive Session Minutes of **April 26, 2021**.

Enclosure 71F

7. To approve the Special Meeting Minutes of **May 5, 2021**.

Enclosures 72F – 73F

West Essex Regional Board of Education
FINANCE– May 10, 2021

8. To approve the Executive Session Minutes of **May 5, 2021**.

Enclosure 74F

9. To accept, as per West Essex Regional Board of Education Policy and Regulation #7230, the donation in the amount of **\$130.00** from **Anatoliy Kamenetsky** for use in the West Essex School District.

10. RESOLVED, that the amount of district taxes needed to meet the obligations of West Essex Regional District Board of Education for the period July 1, 2021 through December 30, 2021 is **\$20,720,045.48** and the governing bodies are hereby requested to place in the hands of the Treasurer of School Moneys the specified amounts as scheduled, in accordance with the Statutes related thereto:

General Fund	Essex Fells	Fairfield	N. Caldwell	Roseland	
July 1, 2021	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
August 1, 2021	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
September 1, 2021	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
October 1, 2021	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
November 1, 2021	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
December 1, 2021	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
Total General Fund	1,489,728.00	9,148,353.48	4,439,100.00	4,351,914.00	19,429,095.48
Debt Service					
July 1, 2021	151,967.00	478,857.00	432,331.00	227,795.00	1,290,950.00
Grand Total	1,641,695.00	9,627,210.48	4,871,431.00	4,579,709.00	20,720,045.48

11. RESOLVED, that the amount of district taxes needed to meet the obligations of West Essex Regional District Board of Education for the period January 1, 2022 through June 30, 2022 is **\$20,172,121.52** and the governing bodies are hereby requested to place in the hands of the Treasurer of School Moneys the specified amounts as scheduled, in accordance with the Statutes related thereto:

General Fund	Essex Fells	Fairfield	N. Caldwell	Roseland	
January 1, 2022	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
February 1, 2022	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
March 1, 2022	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
April 1, 2022	248,288.00	1,524,725.58	739,850.00	725,319.00	3,238,182.58
May 1, 2022	248,288.00	1,524,725.60	739,850.00	725,319.00	3,238,182.60
June 1, 2022	248,289.00	1,524,725.60	739,850.00	725,320.00	3,238,183.60
Total General Fund	1,489,729.00	9,148,353.52	4,439,100.00	4,351,915.00	19,429,096.52
Debt Service					
January 1, 2022	3,988.00	478,857.00	32,385.00	227,794.00	743,024.00
Grand Total	1,493,717.00	9,627,210.52	4,471,485.00	4,579,709.00	20,172,121.52

12. To approve the attached **Schedule of Tax Payments** for the 2021/2022 school year and authorize the Board Secretary to submit the schedule to the Town Clerk of each of the four sending districts.

Enclosure 75F

West Essex Regional Board of Education
FINANCE– May 10, 2021

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
PERSONNEL – May 10, 2021

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

CONSENT AGENDA

Anything placed on this agenda, Items 1- 18, will be voted upon in one motion.

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

1. To approve the letter of resignation from **Anthony Fabrizio** as a Music teacher assigned to West Essex Regional High School effective July 1, 2021.
2. To approve the appointment of **Timothy Sweeney** as a leave replacement Health/Physical Education teacher assigned to West Essex Regional High School, effective September 1, 2021 through November 30, 2021, at an annual salary of \$60,017, pro-rated, which is Step 1 of the 2021/2022 Master's Degree Teacher's Salary Guide.
[NOTE: Mr. Sweeney replaces Bettina Plesnitzer, who is on a Board-approved maternity/disability leave of absence.]
3. To approve the appointment of **Steve Gilgur (MA30)** as a Chemistry teacher assigned to West Essex Regional High School, effective September 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 \$104,669, which is Step 18 of the 2021/2022 Master's+30 Degree Teacher's Salary Guide.
[NOTE: Mr. Gilgur replaces Gary Tufaro.]
4. To approve a maternity/disability leave of absence for **Melissa Rowen**, Mathematics teacher assigned to West Essex Regional High School, beginning on or about **September 1, 2021** with an expected return date on or about **September 23, 2021**.
5. To approve **Toni-Anne Cavallo** to serve as a mentor for **Timothy Sweeney** for the 2020/2021 school year.
6. To approve the following staff transfers for the 2021/2022 school year:
 - Timothy Shea from Traveler to HS
 - John Sorrentino from Traveler to MS
7. To approve the following permanent substitute teachers for the 2021/2022 school year at an annual salary of \$30,000 per year, plus single benefits:

Ann Anello	John Comey	Robert Pordon
Alexandra Catalano	Laura Mirsik	Charles Tavares
8. To *amend* the position of 4/5th's 12-month Accountant Bookkeeper/Accounts Payable to 5/5th's 10-month Accountant Bookkeeper/Accounts Payable, for reasons of efficiency and economy, for the 2021/2022 school year.

West Essex Regional Board of Education
PERSONNEL – May 10, 2021

9. BE IT RESOLVED that the West Essex Regional School District Board of Education (hereinafter referred to as the "Board") appoints **Melissa Kida** as the Business Administrator for the West Essex Regional School District for the period beginning July 1, 2021 and ending on July 1, 2022; and,

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted and approved by the Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j); and,

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement between the Board and **Melissa Kida** for the position of Business Administrator for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof; and,

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and Business Administrator/Board Secretary to execute, on behalf of the Board, the Employment Agreement by and between the Board and **Melissa Kida**.

10. As recommended by the Superintendent of Schools to issue contracts to all administrators and supervisors, not resigned, for the 2021/2022 school year be approved according to the enclosed list.

Enclosures 1 P - 2 P

11. As recommended by the Superintendent of Schools to issue contracts to all central office personnel, not resigned, for the 2021/2022 school year be approved according to the enclosed list.

Enclosure 3P

12. As recommended by the Superintendent of Schools to issue contracts to all computer technicians, not resigned, for the 2021/2022 school year be approved according to the enclosed list.

Enclosure 4P

13. As recommended by the Superintendent of Schools to issue contracts to all secretarial staff, not resigned, for the 2021/2022 school year be approved according to the enclosed list.

Enclosure 5P

14. As recommended by the Superintendent of Schools to issue contracts to all library aides, not resigned, for the 2021/2022 school year be approved according to the enclosed list.

Enclosure 6P

15. As recommended by the Superintendent of Schools to issue contracts to all tenured and non-tenured teaching staff members, not resigned, for the 2021/2022 school year be approved according to the enclosed list.

Enclosures 7P – 9P

West Essex Regional Board of Education
PERSONNEL – May 10, 2021

16. As recommended by the Superintendent of Schools to issue contracts to all Maintenance/Custodial Staff, not resigned, for the 2021/2022 school year be approved according to the enclosed list.

Enclosure 10P

17. As recommended by the Superintendent of Schools to issue contracts to all special education teacher aides, not resigned, for the 2021/2022 school year be approved according to the enclosed list.

Enclosure 11P

18. To approve the following movement on the guide for the 2021/2022 school year, effective September 1, 2021:

	<u>From</u>	<u>To</u>
Cosse, Jill	MA Step 18+\$2,750 \$101,041	MA Step 18+\$5,500 \$103,791
Dojcinoski, Alyssa	MA Step 8 \$69,152	MA15 Step 8 \$71,444
Freda, Jason	MA30 Step 18+\$2,750 \$107,419	MA60 Step 18+\$2,750 \$111,038
Illiano, Scott	MA30 Step 18+\$2,750 \$107,419	MA30 Step 18+\$5,500 \$110,169
Jameson, Marjorie	MA60 Step 18+\$2,750 \$111,038	MA60 Step 18+\$5,500 \$113,788
Monkowski, Heidi	BA Step 8 \$65,824	BA15 Step 8 \$67,465
Smith, Maria	MA Step 18+\$2,750 \$101,041	MA15 Step 18+\$2,750 \$104,172

West Essex Regional Board of Education
PERSONNEL – May 10, 2021

18. (continued)

To approve the following movement on the guide for the 2021/2022 school year,
effective September 1, 2021:

	<u>From</u>	<u>To</u>
Whitman, Jeanine	MA30 Step 18 \$104,669	MA60 Step 18 \$108,288
Zuppa, Toni Ann	MA Step 17 \$94,151	MA15 Step 17 \$97,214

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – May 10, 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 - 2, 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
Gonzalez, Michelle	SEL Gaps: Special Needs & At-Risk Students	On-line	Thursday 05/13/21	Conference Fee: \$75.00
Blanchard, Caroline	AP Research On-line	On-line	Mon-Fri 06/28-07/02/21	Conference Fee: \$1,075.00 Plus \$220 per day (Article 16 Para. D)
Rich, Rosemary	AP Research On-line	On-line	Mon-Fri 06/28-07/02/21	Conference Fee: \$1,075.00 Plus \$220 per day (Article 16 Para. D)
Duby, Suzana	AP Seminar On-line	On-line	Mon-Fri 06/28-07/02/21	Conference Fee: \$1,075.00 Plus \$220 per day (Article 16 Para. D)
Kinsey, Karen	NASN 2021 Annual Conference	On-line	Mon-Fri 06/21-06/25/21	Conference Fee: \$400.00
Culkin, Nicolette	Using Algebra Tiles to Teach Algebraic Concepts	On-line	Thursday 06/03/21	Conference Fee: \$105.09

2. To *amend* Curriculum/Special Education Motion #1 previously approved at the April 14, 2021 Board meeting approving requests for Professional Development, to read:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Tufaro, Janice	Spotlight on Dyslexia	On-line	Friday 06/04/21	Conference Fee: <u>\$79.00</u>

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
MISCELLANEOUS – May 10, 2021

The following miscellaneous 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 an amendment to the **2020/2021 school calendar** to reflect Friday, May 28, 2021 as a giveback of an unused emergency/snow day for all students and staff members.

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 _____.

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.]