

**BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
REGULAR MONTHLY MEETING
November 1, 2021
Board Secretary's Memorandum**

EXECUTIVE SESSION: 6:00 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 November 1, 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 – November 1, 2021

BOARD PRESIDENT’S REPORT:

SUPERINTENDENT’S REPORT:

- St. Elizabeth University – School Culture and Climate Presentation
- Student Safety Data System Report given by Juliann Hoebee, WEHS Assistant Principal, and Luisa Tamburri, WEMS Assistant Principal
- School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act presentation given by Juliann Hoebee, WEHS Assistant Principal; and Luisa Tamburri, WEMS Assistant Principal.
- Director of Curriculum’s Report
- Principal’s Reports

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– November 1, 2021

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

CONSENT AGENDA

Anything placed on this agenda, Items 1- 15, 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 **September, 2021**, in the amount of **\$20,159,064.80** 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 **September, 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 **September 1, 2021** through **September 30, 2021**.

Enclosure 50F

3. To approve the bills and claims **check number 047507** through **check number 047520** and **check number 047522** through **check number 047551** and **check number 047554** through **check number 047559** and **check number 047561** through **check number 047579** and **check number 047583** through **check number 047601** and **check number 047603** through **check number 047678** and **check number 047681** through **check number 047771** and **check number 510664** through **check number 510666** and **check number 900043** through **check number 900045**.
Payroll check number 501015 through **check number 501016**.
Void check numbers 047452, 047521, 047552, 047553, 047560, 047580, 047581, 047582, 047602, 047679, 047680
Totaling: \$4,624,859.13

Enclosures 51F – 58F

4. To approve the **Student Activity Check Register** from **October 2, 2021** through **October 29, 2021**, **check number 12726** and **check number 12729** through **check number 12744** and **check number 12749** through **check number 12800** and **check number 12802** through **check number 12810** and **check number 12812** through **check number 12833** and **check number 12835** through **check number 12850** and **check number 12855** through **check number 12860**.
Void check numbers 12727, 12728, 12745, 12746, 12747, 12748, 12801, 12811, 12834, 12851, 12852, 12853, and 12854
Totaling: \$130,550.90

Enclosures 59F – 73F

West Essex Regional Board of Education
FINANCE– November 1, 2021

5. To approve the Regular Meeting Minutes of **October 4, 2021**.

Enclosures 74F – 86F

6. To approve the Executive Session Minutes of **October 4, 2021**.

Enclosure 87F

7. To approve the Regular Meeting Minutes of **October 20, 2021**.

Enclosures 88F – 92F

8. To approve the Executive Session Minutes of **October 20, 2021**.

Enclosure 93F

9. To approve a contract for the 2021/2022 school year with **the Boys' and Girls' Club of Clifton, Inc.** in the amount of \$5,000, for use of the swimming pool at the Clifton Boys' and Girls' Club by the West Essex Swim Team for home swim meets and practices for the 2021/2022 swim season.
10. To approve the ice rental agreement with **Montclair State University Arena**, in Montclair, New Jersey, for the 2021/2021 school year, in the amount of \$8,640.00 (includes league games and practices).
11. To approve the ice rental agreement with **Codey Arena**, in West Orange, New Jersey, for league games and practices, for the 2021/2022 school year, in the amount of **\$425** per hour.
12. To approve the contract with **Caldwell-West Caldwell Board of Education** to provide Athletic Transportation services for West Essex Regional School District students for the 2021/2022 school year.

Enclosures 94F – 96F

13. To approve the sale of the following vehicle by auction on Govdeals.com or highest quote received:
- 2001 Ford F-550 dump truck - VIN#1FDAF57F61EA35684
14. To approve, in accordance with policy# 7300, the disposal/removal of the following obsolete/broken technology equipment to be removed from inventory:

ITEM	TYPE	AMOUNT
Dell	Monitors	50
Dell	Printers	2
HP G5 EE	Chromebook	600
Kenwood	Radios & chargers	60
Television	TV	5

West Essex Regional Board of Education
FINANCE– November 1, 2021

15. To accept, as per West Essex Regional Board of Education Policy and Regulation #7230, grants totaling **\$3,584.00** from the **West Essex Education Foundation** to be used for the following:

- \$3,584.00 for the purchase of supplies for the Science classes at the High School

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
BUILDINGS & GROUNDS – November 1, 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
Miladmirg	5	Social media stunt	Turf field	Saturday 11/06/21	\$225.00

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
PERSONNEL – November 1, 2021

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 _____ Seconded by _____ to approve the following motions:

1. To *rescind* the appointment of **Jonathan Roman** as a leave replacement Guidance Counselor assigned to West Essex Middle School effective October 25, 2021.
[NOTE: Mr. Roman has declined the position.]
2. To approve the job description for **Assistant School Business Administrator**, as appended.

Enclosures 1P – 3P

3. To approve the appointment of **Donna Eckel** as Assistant Business Administrator effective November 29, 2021, for the 2021/2022 school year, at an annual salary of \$90,000, pro-rated.
4. To approve the appointment of **Lina Adinyayev (MA+15)** as a Special Education teacher assigned to West Essex Regional High School, effective November 29, 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 \$73,797, pro-rated, which is Step 9 of the 2021/2022 Master's+15 Degree Teacher's Salary Guide.
[NOTE: Ms. Adinyayev replaces Samantha Allison, who resigned.]
5. To approve the appointment of **Roxanne Reynolds** as a Substitute Custodian, assigned to the West Essex Regional School District, for the 2021/2022 school year, as needed, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9, at the rate of \$15.00 per hour.
6. To approve the appointment of **Frank Cherichello** as a substitute teacher/substitute aide assigned to the West Essex Regional School District, for the 2021/2022 school year, at the rate of \$100.00 per day
7. To approve the *extension* of a medical leave of absence for **Olivia Macaluso**, English teacher assigned to West Essex Regional High School, from **November 1, 2021** through **January 31, 2022**, with a return date of **February 1, 2022**.
8. To *extend* 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, from November 1, 2021 through January 31, 2022, 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.

West Essex Regional Board of Education
PERSONNEL – November 1, 2021

9. To approve the *extension* of a maternity/disability leave of absence for **Bettina Plesnitzer**, Health/Physical Education teacher assigned to West Essex Regional High School, from **December 1, 2021** through **January 28, 2022**, with a return date of **January 31, 2022**.

10. To approve the following High School teachers for a **6th period assignment** from December 1, 2021 through January 31, 2022, at the negotiated rate of \$49 per day, as per WEEA contract:

SUBJECT	TEACHER
Health/Physical Education	Jill Cosse
Health/Physical Education	Robert Faggiani
Health/Physical Education	Michelle Giampapa
Health/Physical Education	Ryan Logan
Health/Physical Education	Michael Markey

11. To approve the following **staff transfers** for the 2021/2022 school year:
- Bonnie Jing from HS to Traveler
 - Mu You from HS to Traveler
12. To *rescind* the approval of the Guidance Grades 9-10 and Guidance Grades 11-12 curriculum writing assignments for **Kim Greulich**.
13. To *amend Personnel Motion #16* previously approved at the **June 14, 2021** Board meeting approving curriculum writing assignments for the 2021/2022 school year at the rate of \$54 per hour, as follows:

COURSE	TASK	HOURS	EMPLOYEE
Guidance Grades 9-10	NEW	10	Riley Gallagher (4 hrs)/ Jonathan Sibilia (6 hrs)
Guidance Grades 11-12	NEW	10	Riley Gallagher (4 hrs)/ Jonathan Sibilia (6 hrs)

14. To *rescind* the appointment of **Kira Wildes** as Assistant Girls Volleyball Coach for the 2021/2022 Fall season.
15. To *rescind* the appointment of **Zak Balz** as 7/8th Grade Boys Basketball Coach for the 2021/2022 Winter season.
16. To *rescind* the appointment of **Jocelyn Pucilowski** as Assistant Cheerleading Coach for the 2021/2022 Winter season.
17. To approve the following **2021/2022 Fall Coaching** appointment:

<u>SPORT</u>	<u>CANDIDATE</u>	<u>POSITION</u>	<u>STEP</u>	<u>STIPEND</u>
<u>Football</u>	Joseph DeGiacomo	Assistant Coach	5	\$8,251

West Essex Regional Board of Education
PERSONNEL – November 1, 2021

18. To approve the following **2021/2022 Winter** Coaching appointments:

<u>SPORT</u>	<u>CANDIDATE</u>	<u>POSITION</u>	<u>STEP</u>	<u>STIPEND</u>
<u>7/8 Boys Basketball</u>				
	Richard Larcara	7/8 th Grade Coach	3	\$5,818
<u>Cheerleading</u>				
	Jocelyn Pucilowski	Head Coach	1	\$6,188
	Emily Egan	Assistant	3	4,685
<u>7/8 Wrestling</u>				
	Jarrold Cappello	7/8 th Grade Coach	5	6,260
	James Quinless	7/8 th Grade Coach	5	6,260
<u>E-Sports (Overwatch)</u>				
	Michael Johnson	Head Coach	1	6,188

19. To approve the following volunteer coaching appointments for the **2021/2022 Winter** season:

Kim Barsanti	Cheerleading
Erin McGarry	Girls Basketball

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

<u>CLUB/ACTIVITY</u>	<u>NAME</u>	<u>STIPEND</u>
Library After School Advisor	Lanaya Torres	\$59
SAVE Promise Club (<i>character education</i>)	Carly Davis	774

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – November 1, 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 - 12**, will 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
Vallone, Stephanie	Powerful Strategies for Maximizing Comprehensible Input in the Target Language	West Orange, NJ	Monday 11/29/21	Conference Fee: \$279.00
Drago, Laura	NJDOE ELL 3-year Plan Content & Forms Training	On-line	Tuesday 11/09/21	Conference Fee: No Cost
Berthelot, Andrea	Rutgers HSCP Teacher Meeting	On-line	Wednesday 11/17/21	Conference Fee: No Cost
Vaknin, Beth	The Constitution and the First Amendment	On-line	Tuesdays 10/26/21 11/16/21 10/30/21 12/07/21	Conference Fee: No Cost
Sibilia, Jonathan	School Counselor Appreciation Day	NJIT Newark, NJ	Friday 12/17/21	Conference Fee: No Cost
Kida, Melissa	Maintaining & Protecting School Buildings – No Jersey	Whippany, NJ	Tuesday 11/16/21	Conference Fee: \$100.00
Kida, Melissa	Open Public Records Act & Records Management – No Jersey	Whippany, NJ	Tuesday 12/21/21	Conference Fee: \$100.00
Rowen, Alyssa	What's a Friend, and Do I Really Need Friends?	On-line	Tuesday 11/09/21	Conference Fee: \$49.00
Spinella, Catherine	NJASL 2021 Fall Conference	Atlantic City, NJ	Mon-Tues 12/6-12/7/21	Conference Fee: \$239.00 Personal Expenses: Not to Exceed \$182.60
Rich, Rosemary	NJASL 2021 Fall Conference	Atlantic City, NJ	Mon-Tues 12/6-12/7/21	Conference Fee: \$239.00 Personal Expenses: Not to Exceed \$179.80

2. To approve the formation of a new Schedule B Club/Activity at the middle school for the 2021/2022 school year named the **"Coding Club"** with Michelle Saus as the advisor.

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

3. To approve West Essex Regional High School's participation in the NJDOE State Seal of Biliteracy Program for the 2021-2022 school year. Students who attain this distinction will receive an NJDOE-issued certificate and a notation on their transcript indicating the Seal of Biliteracy award.

West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – November 1, 2021

4. To approve **Pillar School** to provide placement to the following out-of-district student from October 25, 2021 through June 30, 2022:

Student	Out-of-District School	Tuition
Student ID#2601699	Pillar School 220 S Orange Ave #300 Livingston, NJ 07039 973-763-9900	Tuition – \$79,608.900 (<i>pro-rated</i>) (October 25, 2021 through June 30, 2022)

5. To approve **North Jersey Outreach** as a provider of Occupational Therapy Services for the following out-of-district student for 60-minute sessions, twice a month at a rate of \$125 per hour, from October 15, 2021 through June 30, 2022. Services will be provided at the student's home:

- **Student ID# 2500897**

6. To approve the 2021/2022 Special Education Student Transportation Reimbursement contract, as attached, between the West Essex Regional School District and the parents of **Student ID #2300182**, for disbursement of transportation expenses in the amount of \$4,260.

Enclosures 1CSE – 2CSE

7. To approve the 2021/2022 Special Education Student Transportation Reimbursement contract, as attached, between the West Essex Regional School District and the parents of **Student ID #2400368**, for disbursement of transportation expenses in the amount of \$4,260.

Enclosures 3CSE – 4CSE

8. To approve the 2021/2022 Special Education Student Transportation Reimbursement contract, as attached, between the West Essex Regional School District and the parents of **Student ID #2400667**, for disbursement of transportation expenses in the amount of \$4,080.

Enclosures 5CSE – 6CSE

9. To approve the 2021/2022 Special Education Student Transportation Reimbursement contract, as attached, between the West Essex Regional School District and the parents of **Student ID #2300306**, for disbursement of transportation expenses in the amount of \$5,200.

Enclosures 7CSE – 8CSE

10. To approve the 2021/2022 Special Education Student Transportation Reimbursement contract, as attached, between the West Essex Regional School District and the parents of **Student ID #42200064**, for disbursement of transportation expenses in the amount of \$4,300.

Enclosures 9CSE – 10CSE

West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – November 1, 2021

11. To approve the WEMS academic support program, “**Knight Squad**,” 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 \$40,000.00.
12. To *amend* Curriculum/Special Education Motion #1 previously approved at the **October 4, 2021** Board meeting approving the requests for Professional Development, as follows:

Employee #	Conference/Workshop	Location	Date(s)	Expenses
#1388	Confronting Bias in School	On-line	Monday 10/25/21	Conference Fee: <u>\$150.00</u>

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
MISCELLANEOUS – November 1, 2021

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. To approve the annual **Student Safety Data System Report**, as presented at the November 1, 2021 Regular Board meeting.
2. Upon the recommendation of the Superintendent and the Board of Education of West Essex, the Board approves the following Board Goals, for the 2021/2022 school year, as listed:

Board Goals

- 1) Enhance ongoing communications with the community and implement opportunities for community input
 - Continue to provide reports and community updates on ongoing and timely issues of interest to the community
 - Continue to evaluate board processes for public participation at board meetings
 - Implement quarterly progress reports toward 12-month planning milestones
- 2) Support continued improvement in school climate and culture
 - Engage with St. Elizabeth's University to implement a comprehensive school climate and culture initiative
 - Evaluate opportunities for ongoing board training on school climate and culture
- 3) Develop and implement the district strategic planning process
 - Engage with the Madison Institute to implement a thorough strategic planning process, engaging appropriate stakeholders including revising the District's mission and vision
3. To approve the **West Essex Regional School District Board of Education Guidelines for Best Practices**, as appended.

Enclosures 1M – 2M

4. To approve the *amended* 2021/2022 transportation bus routes, as appended.

Enclosure 3M - 5M

5. To approve all Job Descriptions for the West Essex Regional School District currently on file in the Board Office.

West Essex Regional Board of Education
MISCELLANEOUS – November 1, 2021

6. 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.
7. BE IT RESOLVED that the Board hereby affirms the Superintendent's decision in HIB Investigation No. 0003 (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.
8. To approve the **Health and Safety Evaluation of School Buildings Checklist Statement of Assurance** for West Essex Regional High School and West Essex Regional Middle School for the 2021/2022 school year.
9. To accept the **School Bus Emergency Evacuation Drill Report**, as appended, for drills conducted on October 27, 2021 in accordance with NJAC 6A:27-11.2, in the West Essex Regional High School bus drop-off/pick-up area, for Routes #1 through #31, under the direct supervision of Luisa Tamburri, West Essex Regional Middle School Assistant Principal.

Enclosure 6M

10. To approve the **Nursing Services Plan** of the West Essex Regional School District for the 2021/2022 school year.
[NOTE: The statistics have been updated to reflect the numbers for the current school year, the plan itself remains the same.]

Enclosures 7M – 13M

11. To approve the New Jersey Department of Education's **School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act** for West Essex Regional High School the 2020/2021 school year, as appended.

Enclosures 14M – 19M

12. To approve the New Jersey Department of Education's **School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act** for West Essex Regional Middle School the 2020/2021 school year, as appended.

Enclosures 20M – 25M

13. To approve submission of the **Comprehensive Maintenance Plan**, as attached, for the 2020/2021 through 2022/2023 school years, in compliance with Department of Education requirements.

Enclosures 26M – 28M

West Essex Regional Board of Education
MISCELLANEOUS – November 1, 2021

14. To approve adoption of the West Essex Regional Board of Education **Purchasing Manual** for the 2021/2022 school year.

Enclosures 29M – 59M

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.]