BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
REGULAR MONTHLY MEETING
January 23, 2017
Board Secretary's Memorandum

DATE	PLACE
Monday, January 23, 2017	West Essex Middle School North Caldwell, New Jersey
EXECUTIVE SESSION	ADJOURNED
7:05 P.M.	7:27 P.M.
CALLED TO ORDER	ADJOURNED
7:33 P.M.	8:54 P.M.

OPEN MEETING:
Mrs. Kristin Wells, Board President, presided and voiced the call to order at 7:05 p.m.

EXECUTIVE SESSION:
Motion by **Mrs. Smith** Seconded by **Mrs. Wojtowicz** to adjourn to Executive Session to discuss the following:

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 reconvened from Executive Session and Mrs. Kristin Wells, President, presided and voiced the call to order at 7:33 p.m.
Pledge of Allegiance

ROLL CALL:
Mrs. J. Amorim Dias
Mrs. C. Egan
Mrs. A. Fahey - **Absent**
Mr. A. Prinzo
Mr. A. Rubinich
Mrs. D. Sacco-Calderone – Vice-President
Mrs. D. Smith
Mrs. K. Wells - President
Mrs. M. Wojtowicz

Administration:
Mrs. Barbara Longo, Superintendent of Schools
Mrs. Melissa Kida, Board Secretary/Business Administrator

PUBLIC NOTICE OF MEETING:

Notice of the January 23, 2017 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 4, 2017 and The Star Ledger on the same day.

BOARD PRESIDENT'S REPORT:

Mrs. Wells thanked Mrs. Longo and other staff members for the prompt response and resolution to the Chromebook malfunction. Mrs. Wells congratulated Roundtable staff members and Ms. Virginia Dunphy for receiving the Gold Award from the Columbiette Scholastic Press. She also commented that the Field Hockey Team will be honored by the NJ Devils on January 24th. Mrs. Wells also commented on the accomplishments of the Marching Band and Winter Track Team. Mrs. Wells thanked Charles Young for his service to the district and wished him well in his future endeavors.

SUPERINTENDENT'S REPORT:

Mrs. Longo introduced **Frank Messineo**, a representative of **Solutions Architecture,** the district's architect of record, who provided all present with a broad overview of the **District-Wide Facilities Evaluation Report,** with the following points highlighted:

- Both buildings were evaluated to determine long-range planning and maintenance needs with respect to health & safety and general adequacy
- The report uses a system of prioritization to rate each area using the following categories: Health & Safety; Co-compliance; Building Perimeter Improvements; Building Interior Improvements; Site Improvements; Mechanical & Plumbing Capital Improvements; Electrical & Fire Safety Capital Improvements; and routine comprehensive maintenance items
- Each recommendation contains a cost estimate and a projected timeline
- The report is an informational packet and should be utilized as a tool to plan and budget for future facility upgrades/expansion
- The report can and should be modified annually

A question and answer period followed.

Mrs. Elizabeth Ricafort, Teaching Instructional Supervisor of Science and Environmental Safety, introduced Dr. Denise D'Meo, who commented on the following **Independent Study Presentation:**

Student	Independent Study	Advisor
Richard Marsh	Organic Chemistry	Denise D'Meo

Following the Independent Study presentation, **Mrs. Ricafort**, provided an explanation of her staff members' efforts to teach three dimensional science and deliver lessons across multiple curricula. Mrs. Ricafort explained how her staff is working on curriculum alignment with Science teachers from all four sending districts. She talked about the new courses her department has offered this school year.

PRINCIPAL'S REPORTS:

Mr. Caesar Diliberto, High School Principal, commented on the following:

- 2nd Marking Period ShopRite Stars
- Student Art Exhibit
- Winter Athletic Programs
- 12/27 Ringing of the NASDAQ bell
- Winter Concerts
- North Jersey Area Band/NJ Choir participants
- Coach Ruggiero's 100th wrestling win
- Instant Decision Day
- Upcoming mid-term exams
- National Art Honor Society and WEFE fundraisers

Mr. Vee Popat, Middle School Principal, commented on the following:

- Rachel's Legacy
- OWAIS Advisory Day
- Buddy Day
- 6th grade Parent Orientation
- History Bee Regional Finalists
- TREPS Program
- 7th grade Hero Assembly

DIRECTOR OF CURRICULUM'S REPORT:

Mr. Ryan Gupta commented on the following: incoming 7th grade scheduling; the 2017-2018 Program of Studies; and district Administrators' public speaking exercises.

COMMENTS FROM BOARD MEMBERS: NONE

BOARD COMMITTEE REPORTS/COMMENTS: NONE

PUBLIC COMMENTS:

Mrs. Wells opened the floor to the public for comments on agenda items by reading the following prepared statement: *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. While the Board respects the public's right to voice any questions, concerns, or criticisms it may have regarding the conduct of the Board and/or its Administration, I want to remind you that this is a right, not an absolute and that statements that are abusive, obscene, irrelevant, overly lengthy, or interfere with the orderly progress of the meeting will not be permitted. Please remember that while you are certainly free to exercise your right to comment on issues before the Board, such comments are considered public statements and you should consider the rights of any individuals affected by those comments. The Board will, of course, consider your comments as they relate to its obligations to effectively govern the West Essex School District.*

Hearing none, she closed the floor and resumed the meeting.

UNFINISHED BUSINESS

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

CONSENT AGENDA
Anything placed on this agenda, Items **1- 3,** will be voted upon in one motion.
Motion by **Mrs. Egan** Seconded by **Mrs. Wojtowicz** to approve the following motions:

1. BOARD COMMITTEES & DELEGATES

RESOLVED, that the West Essex Regional School District Board of Education approves the following Board Committees and Delegates, from January 1, 2017 through December 31, 2017:

CURRICULUM & INSTRUCTION	FINANCE & PHYSICAL PLANT MGMT
Deborah Sacco-Calderone, Chair	Cynthia Egan, Chair
Judith Dias	Anthony Prinzo
Dawn Smith	Anthony Rubinich
NEGOTIATIONS	**POLICY**
Kristin Wells, Chair	Maryadele Wojtowicz, Chair
Anne Fahey	Anne Fahey
Dawn Smith	Anthony Prinzo
Maryadele Wojtowicz	

[NOTE: Mrs. Wells, Board President, is an ex-officio member of all Committees.]

1. DELEGATE TO NJSBA

RESOLVED, that the West Essex Regional School District Board of Education approves **Judith Dias** as Delegate to the New Jersey School Boards Association, at the recommendation of the Board President, from January 1, 2017 through December 31, 2017.

2. DELEGATE TO COUNTY SBA

RESOLVED, that the West Essex Regional School District Board of Education approves **Anthony Rubinich** as Delegate to the Essex County School Boards Association, at the recommendation of the Board President, from January 1, 2017 through December 31, 2017. [NOTE: Judith Dias will serve as alternate.}

ROLL CALL: Yes: Mrs. Dias, Mrs. Egan, Mr. Prinzo, Mr. Rubinich, Mrs. Sacco-Calderone, Mrs. Smith, Mrs. Wojtowicz and President Wells
No: None
Abstain: None
Absent: Mrs. Fahey

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

CONSENT AGENDA

Anything placed on this agenda, Items **1- 8,** will be voted upon in one motion.
Motion by **Mr. Rubinich** Seconded by **Mrs. Egan** to approve the following motions:

1. To approve the Secretary's and Treasurer's Reports for **December, 2016**, in the amount of **$7,566,974.72** 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 **December, 2016**, 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 – 39F

2. To approve the attached transfer report from **December 1, 2016** through **December 31, 2016.**

   Enclosure 40F

3. To approve the bills and claims **check number 033160** through **check number 033163** and **check number 033165** through **check number 033273** and **check number 033275** through **check number 033389** and **check number 033392** through **check number 033642** and **check number 033644** through **check number 033672** and **check number 510398** through **check number 510403.**
   Payroll Check Number 500652 through **check number 500653** and **check number 500655** through **check number 500656** and **check number 500658** through **check number 500659**.
   Void Check numbers 033164, 033274, 033390, 033391, 033643, 500654 and **500657.**
   Totaling: $4,982,233.95

   Enclosures 41F – 55F

4. To approve the **Student Activity Check Register** from January 4, 2017 through January 20, 2017, **check number 7552** through **check number 7651**.
   Totaling: $61,454.02.

   Enclosures 56F – 65F

5. To approve the Reorganization/Regular Meeting Minutes of **January 3, 2017**.

   Enclosures 66F – 76F

6. To approve the Executive Session Minutes of **January 3, 2017**.

   Enclosure 77F

7. To approve submittal of request to the Essex County Superintendent for a waiver from the NJ State Education Medicaid Initiative (SEMI) for the 2017/2018 school year.

8. Whereas, the West Essex Regional Board of Education, County of Essex, desires to advance the following capital projects:

DOE Number	PROJECT DESCRIPTION	PROJECT COST
5630-xxx-xx-xxxx	Cameras and Wireless Access at Field	$75,000
5630-xxx-xx-xxxx	Door Upgrade at HS	$55,000
5630-xxx-xx-xxxx	Electric Upgrade at MS	$665,000
5630-xxx-xx-xxxx	Generator at MS	$150,000
5630-xxx-xx-xxxx	HVAC Units at MS	$40,000
5630-xxx-xx-xxxx	Locker Room Renovations	$1,250,000
5630-xxx-xx-xxxx	Locks for MS Doors	$60,000
5630-xxx-xx-xxxx	PA System & Phone Upgrade (Districtwide)	$200,000
	TOTAL ALL PROJECTS	$2,495,000

And, whereas, capital reserve funds may be appropriated by board resolution to support eligible or otherwise eligible capital projects; and,

Whereas, the West Essex Regional Board of Education acknowledges that State support for capital projects is not currently available; and,

Whereas, the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital project if a local board of education declares an eligible capital project as "otherwise" eligible; and

Whereas, by declaring a capital project as "otherwise" eligible, the West Essex Regional Board of Education hereby declares that the above-mentioned projects will be supported in full with local capital reserve funds;

Now, Therefore, Be It Resolved, that the West Essex Regional Board of Education hereby declares the above-referenced projects as "otherwise" eligible and directs the School Business Administrator to request Department of Facilities approval; and,

Be It Further Resolved, that the West Essex Regional Board of Education hereby appropriates $2,495,000.00 from its **Capital Reserve Fund** to support the full cost of these projects.

ROLL CALL: Yes: Mrs. Dias, Mrs. Egan, Mr. Rubinich, Mrs. Sacco-Calderone, Mrs. Smith, Mrs. Wojtowicz and President Wells
No: None
Abstain: Mr. Prinzo
Absent: Mrs. Fahey

West Essex Regional Board of Education
BUILDINGS & GROUNDS – January 23, 2017

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 **Mrs. Smith** Seconded by **Mrs. Sacco-Calderone** 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
Cheer Camp/Clinic	4	Athletic camp for sending districts	HS gymnasium	Mon-Thurs 6/26-6/29/17	$2,000.00
For Dancers Only	5	Dance competition	HS auditorium & cafeteria (both days) & 4 classrooms (Sat only)	Fri-Sat 6/09-6/10/17	$10,300.00

ROLL CALL: Yes: Mrs. Dias, Mrs. Egan, Mr. Prinzo, Mr. Rubinich, Mrs. Sacco-Calderone, Mrs. Smith, Mrs. Wojtowicz and President Wells
No: None
Abstain: None
Absent: Mrs. Fahey

West Essex Regional Board of Education
PERSONNEL – January 23, 2017

The following personnel 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 **Mrs. Sacco-Calderone** Seconded by **Mrs. Wojtowicz** to approve the following motions:

1. To approve with deepest regret, but with 2½ years of fondest memories of dedicated service, the letter of resignation for retirement purposes from **Charles Young** as the Supervisor of Technology for the West Essex Regional School District effective February 24, 2017.

2. To approve the appointment of **Scott Burrows** for the 12-month position of Director of Technology assigned to the West Essex School District effective February 25, 2017, for the 2016/2017 school year, at an annual salary of $115,000.00, pro-rated.

3. To approve a maternity/disability leave of absence for **Allison Decker**, a Social Studies teacher assigned to West Essex Regional Middle School, beginning on or about **April 10, 2017** through **June 16, 2017,** with a return date of **September 5, 2017**.

4. To approve a maternity/disability leave of absence for **Christine Sell**, a World Language teacher assigned to West Essex Regional Middle School, beginning on or about **March 24, 2017** through **June 16, 2017,** with a return date of **September 5, 2017**.

5. To approve a maternity/disability leave of absence for **Marion Callahan**, a Science teacher assigned to West Essex Regional High School, beginning on or about **September 7, 2017** through **November 21, 2017,** with a return date of **November 22, 2017**.

6. To approve the appointment of **Edward Carlough** as a substitute teacher/certificated aide assigned to the West Essex Regional School District, for the 2016/2017 school year, at the rate of $100 per day, pending receipt of mandatory paperwork.

7. To approve the following parent volunteer chaperones to accompany students on the Liberty Science Center Live Surgery Field Trip on Thursday, January 12, 2017:

   Kathleen Bossaert
   Steve Concertino
   Pasquale Freda
   Mike Schmidt
   Carla Torter
   Denise Werzen

8. To approve the following parent volunteer chaperones to accompany students on a field trip to The CHEW in New York City, on Tuesday, February 7, 2017:

   Juliana Abbatista
   Patricia Mielnicki
   Joni Williams

9. To approve **Janice Tufaro** for 2/5th's of a 6th period assignment to provide reading instruction for student ID #32200061, effective January 24, 2017 through June 16, 2017, at the stipend amount of $3,200, pro-rated, as per WEEA contract.

10. To approve the following Schedule B High School Advisor for the 2016/2017 school year, as per WEEA contract :

ACTIVITY	STAFF MEMBER	STIPEND
Robotics Club Assistant (HS)	Clare Sweeney	$1,245

11. To approve **Bettina Plesnitzer** to complete a 300-hour on-site internship at West Essex Regional High School, under the supervision of **Caesar Diliberto,** from January 23, 2017 through May 30, 2017.

12. To approve **Lisa Barbarito** for a clinical placement as a Clinical Preceptor as required for her school nurse practicum, at West Essex Regional High School, under the supervision of Paula Frisch, from January 24, 2017 through May 25, 2017.

13. To approve the following **2016/2017 Spring** Coaching appointments:

SPORT	CANDIDATE	POSITION	STEP	STIPEND
Softball				
	Christina Galese	Assistant Coach	3	$5,888
Boys Lacrosse				
	Angelo Cilenti	Assistant Coach	5	$6,612
Girls Lacrosse				
	Kayleigh Thies	Assistant Coach	3	$5,888

14. To approve the following volunteer coaching appointments for the **2016/2017 Spring** season:

Samantha Minnella	Girls Lacrosse
Barry Russamano	Baseball

15. To approve **Cathleen Collins** as staff chaperone at the WEEA negotiated rate of $75.00 per night (Tuesday and Wednesday), for the DECA State Conference to be held at Harrah's in Atlantic City, New Jersey, from Tuesday, February 21, 2017 to Thursday, February 23, 2017.

ROLL CALL: Yes: Mrs. Dias, Mrs. Egan, Mr. Prinzo, Mr. Rubinich, Mrs. Sacco-Calderone, Mrs. Smith, Mrs. Wojtowicz and President Wells
No: None
Abstain: None
Absent: Mrs. Fahey

West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – January 23, 2017

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 - 9,** will be voted upon in one motion.
Motion by **Mrs. Dias** Seconded by **Mrs. Wojtowicz** to approve the following motions:

1. To approve the following field trip request:

Class/Teacher	Destination	Educational Justification	Date(s)
Collins, Cathleen	DECA State Conference	Students compete in marketing-related events	Tues-Thurs 02/21/17-02/23/17

2. To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Cosse, Jill	Ultimate Performance Seminar	Atlantic City	Thurs-Fri 2/9-2/10/17	Conference Fee: $175.00 Personal Expenses: Not To Exceed $101.35
Benacquista, Chris	Glazier Clinic	Whippany, NJ	Friday 02/17/17	Conference Fee: $459.00

3. To approve the West Essex Regional School District's Program of Studies, Grades 7-8 and Grades 9-12, for the 2017/2018 school year, as per enclosure.

Enclosures 1CSE – 84CSE

4. WHEREAS, the West Essex Regional Board of Education, in accordance with N.J.A.C. 6:8-4.5, is to annually adopt its program of **Curriculum Offerings** (available for review in the office of the Director of Curriculum & Instruction or Principal's Office);

NOW THEREFORE BE IT RESOLVED, that the West Essex Regional Board of Education, upon the recommendation of the Superintendent of Schools, does hereby adopt this curriculum to be offered throughout the West Essex Regional School District for the period September 1, 2017 through June 30, 2018.

5. To approve the following out-of-district placement effective December 19, 2016 for the 2016/2017 school year:

Student ID# 301350	Holmstead School 14 Hope Street Ridgewood, NJ 07450	**Tuition—$31,300.50** **(Pro-Rated Amount)** December 19—June 30, 2017

6. To approve the formation of a new Schedule B Club/Activity for the 2016/2017 school year named "**WE Pre-Med Club**" with Dr. Denise D'Meo as advisor.

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

7. To approve the formation of a new Schedule B Club/Activity for the 2016/2017 school year named "**WE Cooking for a Cause Club**" with Ms. Caren Maw as advisor.

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

8. To approve **Nutley Heating and Cooling Supply Company** in Clifton, NJ, as a Structured Learning Experience (SLE) job site for the 2016-2017 school year.

9. To *amend* **Curriculum/Special Education Motion #1** previously approved at the September 12, 2016 Board meeting approving requests for Professional Development, to read as follows:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Corcoran, Shannon	PISA2 Stevens Institute	Hoboken, NJ	Thursdays 10/13/16 01/05/17	Conference Fee: NONE

ROLL CALL: Yes: Mrs. Dias, Mrs. Egan, Mr. Prinzo, Mr. Rubinich, Mrs. Sacco-Calderone, Mrs. Smith, Mrs. Wojtowicz and President Wells
No: None
Abstain: None
Absent: Mrs. Fahey

West Essex Regional Board of Education
MISCELLANEOUS – January 23, 2017

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 **Mrs. Wojtowicz** Seconded by **Mrs. Egan** to approve the following motions:

1. To approve the 2016/2017 transportation bus routes, as appended.

Enclosures 1M - 2M

2. *WITHDRAWN*

ROLL CALL:	Yes:	Mrs. Dias, Mrs. Egan, Mr. Rubinich, Mrs. Sacco-Calderone, Mrs. Smith, Mrs. Wojtowicz and President Wells
	No:	None
	Abstain:	Mr. Prinzo
	Absent:	Mrs. Fahey

The Board President opened the floor to the public for comments on non-agenda items:

- Mrs. Wendy Braus, North Caldwell parent, commented on her perceived lack of healthy options on the lunch menu and traffic issues at the campus entrance.

Motion to adjourn by _Mrs. Sacco-Calderone__ Seconded by _Mrs. Dias__ at 8:54 PM.

ADJOURN: There being no further business before this Board of Education, BE IT RESOLVED that this public meeting be adjourned.

_____
President

_____
Business Administrator/Board Secretary