

WEST ORANGE BOARD OF EDUCATION
Public Board Meeting - 8:00 p.m. – March 4, 2013
West Orange High School
51 Conforti Avenue

Agenda

I. ROLL CALL OF THE MEMBERS AND PLEDGE OF ALLEGIANCE

II. NOTICE OF MEETING:

Please take notice that adequate notice of this meeting has been provided in the following manner:

- A. That a written notice was sent from the Office of the Secretary of the Board at 4:00 p.m. on January 10, 2013.
- B. That said notice was sent by regular mail to the West Orange Township Clerk and the Editors of the West Orange Chronicle and the Star-Ledger.
- C. That said notice was posted in the lobby of the Administration Building of the Board of Education.

III. SUPERINTENDENT’S AND/OR BOARD’S REPORTS

IV. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS

A. PERSONNEL

1. Resignations

- a.) Superintendent recommends approval of the following resignation(s):

Rita Davidson, Vocal Music Teacher, Pleasantdale School, for retirement purposes, effective 2/28/13

Susan Kantor, Grade 2 Teacher, St. Cloud School, for retirement purposes, effective 7/1/13

2. Appointments

- a.) Superintendent recommends approval of the following appointment(s) at the appropriate contractual rates:

Victoria Encarwacion, Substitute Part-time Bus Driver/Monitor, Transportation Department, \$17.50 per hour, effective 3/5/13

Aaron Carr, Security Guard, Liberty School, \$17.50 per hour, effective upon completion of paperwork

Kelly Gambuti, 1:1 support for student for student for NJASK Preparation Program, \$23/hour, for a total of \$161

Additions to the 2012-2013 Substitute List, pending completion of paperwork, as follows:

<u>Name</u>	<u>Subject Area</u>
• Sultana Pashalidis	Teacher

Staff to provide home instruction on an “as needed” basis for the 2012-2013 school year (Att. #1)

3. Leave(s) of Absence

a.) Superintendent recommends approval of the following leave(s) of absence:

Karyn Landis, Grade 5 Teacher, Mt. Pleasant School, maternity leave of absence, effective 5/6/13-12/31/13

Jennifer Schroeder, Grade 3 Teacher, Mt. Pleasant School, medical leave of absence, effective 2/28/13-3/14/13

4. Superintendent recommends approval of lateral movements on salary guide for course completion, as per WOE contract, retroactive to September 1, 2012 as stipulated

B. CURRICULUM AND INSTRUCTION

1. Recommend approval the Memorandum of Understanding (MOU) between the COPE Center, Inc. and the West Orange Board of Education in connection with “The Daniel Project”, a collaboration to improve the social and academic functioning of at-risk students at Edison Middle School (Att. #2)

C. FINANCE

1. Recommend approval of the 3/4/13 Bills List: (Att. #3)

Payroll/Benefits	\$ 3,769,126.94
Transportation	\$ 182,145.04
Special Ed. Tuition	\$ 17,134.25
Instruction	\$ 9,026.56
Facilities	\$ 17,663.92
Grants	\$ 134,399.41
Food Service	\$ 10,611.41
Textbooks/Supplies/Athletics/Misc.	\$ 24,808.76
	<u>\$ 4,164,916.29</u>

2. Recommend approval of the following Tentative Budget Resolution:

RESOLVED that the West Orange Board of Education approve the **2013-14 tentative budget** for submission as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$132,977,874	\$122,203,165
Total Special Revenue Fund	\$ 3,860,374	\$ n/a
Total Debt Service Fund	<u>\$ 6,286,807</u>	<u>\$ 4,936,617</u>
Totals	\$143,125,055	\$127,139,782

3. Recommend that the West Orange Board of Education approve the following Capital Improvement Resolution for implementation in its 2013-2014 budget: (Att. #4)

WHEREAS the West Orange Board of Education, having 12 buildings, 11 of which are older structures in need of considerable repairs which fit the definition of Capital Improvements to Buildings, and which are consistent with the Board's Long Range Facilities Plan, and in addition, have certain emergency items and needed capital improvements for the health and safety of the students,

NOW THEREFORE BE IT RESOLVED that the West Orange Board of Education approves the attached Capital Improvements in the 2013-2014 budget.

4. Recommend approval of the Maximum Travel Expenditures for the Pre-Budget Year, the YTD Expenditures, and the Ensuing Budget Year (Att. #5)

5. Recommend acceptance of School Garden Grant Award from Slow Food Northern NJ in an amount up to \$300 for the benefit of Redwood Elementary School

6. Recommend approval for West Orange Board of Education to appropriate \$1,500 to pay for 2 vans to transport members of the baseball team while on their Florida trip.

D. REPORTS

1. The Board of Education recognizes receipt of the HIB report through 3/4/13

V. REPORT FROM THE BOARD PRESIDENT AND/OR BOARD MEMBERS

- VI. MOTION FOR THE NEXT BOARD MEETING to be held at 6:00 p.m. on March 11, 2013 at West Orange High School.**

VII. PETITIONS AND HEARINGS OF CITIZENS

VIII. ADJOURNMENT

Public Agenda
Date: 3/4/13
Attachment # 1

WEST ORANGE PUBLIC SCHOOLS
DEPARTMENT OF STUDENT SUPPORT SERVICES

179 Eagle Rock Avenue • West Orange • New Jersey • 07052
Telephone: 973-669-5400 Ext. 20539
Fax: 973-669-8601

MS. CONSTANCE SALIMBENO, DIRECTOR


MS. KRISTIN GOGERTY, SUPERVISOR, PRESCHOOL, K-8

MRS. DAWN RIBEIRO, SUPERVISOR, 9-12

MEMORANDUM

DATE: February 28, 2013

TO: Mr. James O'Neill, Interim Superintendent

FROM: Constance Salimbeno, Director
Student Support Services 

SUBJECT: Agenda Item
Approval of Home Instruction for Certified Teaching Staff

Recommend approval for the attached list of staff to provide home Instruction, on an "as needed" basis, for the 2012-2013 school year.

CS: idg

C: Denise Keastead, Payroll Dept.
Jan Donato, Payroll Dept.
Kathy Papa

Applicants to provide Home Instruction – 2012-2013


District Employees

<u>Name</u>	<u>Where Employed</u>	<u>Certifications</u>
Beauzil, Marie	WOHS	HQT: French
McGrory, Kellie	Gregory	HQT: Elementary Ed, Spec. Ed
Lombardi, Cindy	Hazel	HQT: Elementary Ed.
Salesse, Nicola	Pleasantdale	HQT: Elementary Ed, Spec. Ed

*The Public Schools
West Orange, New Jersey*

Public Agenda
Date: 3/4/13
Attachment # 2

To: Mr. James O'Neill, Superintendent

From: Donna Rando, Ed.D., Assistant Superintendent 

Date: February 27, 2013

Re: Agenda Item

Attached is "The Daniel Project's" Memorandum of Understanding to be submitted for approval by the Board of Education at the March 4, 2013 Board of Education Meeting.

The goal of "The Daniel Project" is to improve the social and academic functioning of at-risk students at Edison Middle School. Using a team approach, the program will provide comprehensive support to up to 50 students and parents/guardians, and is offered at no cost to the district.

Please advise if we can proceed.

Thank you.

C: Mr. M. Kenney



The Daniel Project

c/o COPE Center Inc. 104 Bloomfield Avenue Montclair, NJ 07042 973-783-6655

MEMORANDUM OF UNDERSTANDING

The parties of this Memorandum of Understanding (the "MOU") are **COPE Center, Inc.**, a community-based behavioral healthcare agency serving the residents of Essex County and surrounding areas, located at 104 Bloomfield Avenue in Montclair, NJ 07042 (hereinafter called "COPE"), and the **West Orange Board of Education** (hereinafter called "WOBOE"), with offices located at 179 Eagle Rock Avenue, West Orange, NJ 07052.

This MOU is to memorialize the intent of the parties in connection with a collaboration called "**The Daniel Project.**" The initiation of this collaboration was made possible by funding supplied by the State of New Jersey's Office of Faith Based Initiatives for a term of one year, from November 1, 2012 to October 31, 2013.

MISSION OF THE PARTIES

COPE's mission is to provide quality behavioral healthcare services that are affordable, accessible and responsive to individual, family and community needs. COPE counselors work in the areas of alcohol/drug use, family crises, problems in daily living and AIDS.

The mission of WOBOE is to oversee the public education system in West Orange.

PURPOSE OF COLLABORATION

This MOU establishes the understanding between COPE and WOBOE for their joint efforts to assist at risk youth of West Orange, NJ. The activities to be undertaken in the course of The Daniel Project are as follows:

Goals: The goal of The Daniel Project is to improve the social and academic functioning of at-risk youth. COPE and WOBOE are collaborating to encourage students and their families to partake of programs offered at Bethany Center for Champions (hereinafter called "BCC"), located at 30 Ashwood Terrace, West Orange, NJ 07052 and make more students and their families aware of services available at COPE.

Target Population: The initial target population is at-risk 6th grade students from Thomas A. Edison Central Six Middle School, located at 75 William Street, West Orange, NJ 07052. "At-risk" is defined as youth at risk of or currently involved in at-risk behaviors. Some of the students already participate in BCC activities.

Community collaborations to better serve our youth



COPE Center Inc



Thomas A. Edison
Central Six Middle School



Bethany Center
for Champions

RESPONSIBILITIES

Each collaborating partner will appoint a person to serve as the official contact for The Daniel Project to ensure that the objectives of the collaboration are carried out.

For COPE: Bebe Landis, Project Coordinator, c/o COPE Center, Inc. 104 Bloomfield Avenue, Montclair, NJ 07042, blandis@copecenter.net, 973-783-6655.

For WOBOE: Steven Melendez, Assistant Principal, Thomas A. Edison Central Six Middle School, 75 William Street, West Orange, NJ 07052, smelendez@woboe.org, 973-669-5360 x 28510.

COPE agrees to:

- Ensure that background checks have been completed successfully on all COPE employees participating in this project
- Conduct staff training
- Pay for supplies used by The Daniel Project attendees
- Employ a Project Coordinator, with these responsibilities:
 - ✓ Facilitate communications between collaborators
 - ✓ Develop promotional materials
 - ✓ Grant management, including collecting data for bi-annual grant reports
 - ✓ Participate in assessments, evaluations and sustainability efforts
 - ✓ Ensure that there is input from all parties involved (school administrators, Bethany staff and COPE staff)
- Employ a Care Manager, with these responsibilities:
 - ✓ Point person for The Daniel Project, linking services of all partners
 - ✓ Conduct screening for case management needs and financial eligibility for referral to social service programs
 - ✓ Maintain records
 - ✓ Implement evidence-based social skills development programs for adolescents at Bethany Center for Champions
 - ✓ Help facilitate parenting programs
 - ✓ Coordinate academic, social development and recreation needs with other collaborative partners
 - ✓ Participate in assessments, evaluations and sustainability efforts
- Employ a Program Coordinator, with these responsibilities:
 - ✓ Oversee volunteers providing tutoring/homework assistance
 - ✓ Oversee recreational programs
 - ✓ Maintain records for reports
 - ✓ Participate in assessments, evaluations and sustainability efforts

WOBOE agrees to:

- Promote The Daniel Project within the community of West Orange
- Allow lines of communication between COPE's Care Manager and staff at Thomas A. Edison Central Six Middle School
- Allow participating students to be transported by Thomas A. Edison Central Six Middle School late bus, if needed
- Participate in assessments, evaluations and sustainability efforts

Both parties will facilitate communication that leads to successful implementation of this agreement so that consumers receive appropriate and confidential services as scheduled and as needed.

TERMS OF UNDERSTANDING

Time Period: The term of this MOU is for a period of one year, commencing on November 1, 2012 and running through October 31, 2013, but may be extended upon written mutual agreement by authorized representatives of the collaborating parties. The terms of this MOU shall be reviewed periodically, at least once every six months, to ensure that it is fulfilling its purpose and to make any necessary revisions.

Evaluation Process: The collaborating parties will share information with each other necessary for each party to effectively evaluate this collaboration and the objectives defined herein.

Termination: Either party may terminate this MOU upon thirty (30) days written notice without penalties or liabilities.

Notice: All notices which are required or permitted hereunder shall be in writing and delivered by one of the following methods: delivered personally, sent by facsimile or e-mail (and promptly confirmed by (1) personal delivery; (2) registered or certified mail or overnight courier; (3) sent by nationally-recognized overnight courier, or (4) sent by registered or certified mail, postage prepaid, return receipt requested, addressed to the contact person identified or to such other addressee(s) as the party to whom notice is to be given may have furnished to their other party in writing. Any such notice shall be deemed to have been given (a) when delivered, if personally delivered or sent by facsimile or e-mail on a business day (or if delivered or sent on a non-business day, the next business day); (b) on the business day after dispatch, if sent by nationally-recognized overnight courier, or (c) on the fifth (5th) business day following the date of mailing, if sent by mail.

Representation, Warranty and Covenant: Collaborating parties represent and warrant that they have performed and/or shall perform appropriate background checks on any employees interacting with students and no employee may perform interactive services until an appropriate background check has been satisfactorily completed. Collaborating parties further represent and warrant that they have complied and will comply with all applicable federal, state and/or local laws, including and without limitation, all current government regulatory requirements concerning background checks of employees.

Both parties totally adhere to all confidentiality measures in communication and the handling and maintenance of consumer records and care. Both parties are fully bound by the provisions of the federal regulations governing the Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2, and the Health Insurance Portability and Accountability Act (HIPAA), 45 C.F.R. Parts 142, 160, 162 and 164, and may not use or disclose the information except as permitted or required by this Agreement or by law.

AUTHORIZATION

The signing of this MOU implies that the signatories have authorization from the collaborating parties to sign this MOU and that the collaborating parties will strive to reach, to the best of their ability, the collaboration objectives.

The undersigned agree with the terms of the Memorandum of Understanding. This agreement shall become effective on November 1, 2012 and continue through October 31, 2013, unless sooner terminated by either party upon 30 days prior written notice.

Sue Seidenfeld, Executive Director
COPE Center, Inc.

Date

Donna Rando, Ed.D.
Assistant Superintendent of Schools

Date