

**WEST ORANGE BOARD OF EDUCATION**  
**Public Board Meeting - 8:00 p.m. – August 19, 2013**  
**Liberty Middle School**  
**1 Kelly Drive**

**Final 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 August 5, 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. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF July 22, 2013 (Att. #1)
  
- IV. QUESTIONS FROM THE PUBLIC ON AGENDA ITEMS
  
- V. SUPERINTENDENT’S AND/OR BOARD’S REPORTS
  - A. Improving Achievement in English Language Arts and Math for Students with Disabilities Grant
  - B. Bristol-Myers Squibb Grant for Teaching Excellence in Mathematics and Science - Gregory School
  
- VI. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS

**A. PERSONNEL**

**1. Resignations**

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

**Cory Jones, Instructional Aide, Roosevelt School, effective retroactive to 8/1/13**

**Brenda Avila, ESL Teacher, WOHS, effective retroactive to 8/1/13**

**Misty Foreman, Special Education Teacher, Edison School, effective retroactive to 8/9/13**

**Alexander Rosenwald, Supervisor of Science K-12, effective 10/12/13 or sooner**

**2. Rescissions**

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

**William Smith, Grade 7 Social Studies Teacher, Liberty School, effective immediately**

**Rudolph Davis, Substitute Bus Driver/Monitor, Transportation Department, effective immediately**

**Sarah Conroy, English Teacher, WOHS, effective immediately**

**3. Appointments**

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

**Kevin Alvine, Supervisor of Physical Education and Health K-12, MA+32-7, \$119,946.46, effective 8/20/13 (replacement)**

**Nancy Mullin, Director of Career and Technical Education, and Library Science, Director Guide, MA+32-8, \$139,081, effective retroactive to 8/1/13 (additional)**

**Kathy McCormick, Administrative Assistant to the Director of Buildings and Grounds, Column IV, Step 4, \$59,266, effective 9/1/13 (replacement)**

**Marie Intili, Administrative Assistant, Buildings and Grounds Department, Column III Step 5, \$50,732, effective 8/19/13 (replacement)**

**Caitlin Lang, Art Teacher, Washington School, BA-1, \$50,440, effective 9/1/13 (replacement)**

**Kristina Marquez, Science Teacher, Roosevelt School, MA+16-3, \$58,370, effective 9/1/13 (additional)**

**Brian Dillon, Physical Education Teacher, WOHS, BA+32-1, \$53,021, effective 9/1/13 (replacement)**

**Steven Ferrara, Sr., Technical Education Teacher/Auto Shop, WOHS, BA+16-12, \$76,787, effective 9/1/13 (replacement)**

**Arturo Rodriguez, Language Arts Teacher, Edison School, BA-1, \$50,440, effective 9/1/13 (replacement)**

**Sheyla Jannah, Grade 6 Mathematics Teacher, Edison School, BA-7, \$54,827, effective 9/1/13 (additional)**

**Jenna Sardone, Physical Education Teacher, Roosevelt School, maternity leave replacement, BA-1, \$252.20 per diem, effective 9/3/13-11/15/13 (replacement)**

**David Perez, Social Studies Teacher, Roosevelt School, maternity leave replacement, BA-1, \$252.20 per diem, effective 9/30/13-4/24/14 (replacement)**

**Maheen Ahmad, Language Arts Teacher, Edison School, maternity leave replacement, BA-1, \$252.20 per diem, effective 9/3/13-1/31/14 (replacement)**

**Kathleen Misciagna, Speech Therapist, Redwood School, MA-1, \$53,861, effective 9/1/13 (replacement)**

**Gena Hartman, School Psychologist, Pleasantdale School, maternity leave replacement, MA-1, \$269.30 per diem, effective 9/3/13-6/19/14 (replacement)**

**Geoffrey Grivalsky, Special Education Teacher, Edison School, BA-3, \$51,349, effective 9/1/13 (replacement)**

**William Dowd, Grade 7 Social Studies Teacher, Liberty School, MA-1, \$53,861, effective 9/1/13 (additional)**

**Derek DePascale, Special Education Social Studies Teacher, Edison School, BA-2, \$50,811, effective 9/1/13 (replacement)**

**Justine O'Grady, Special Education Resource Teacher, Hazel School, MA-1, \$53,861, effective 9/1/13 (replacement)**

**Catherine Haggarty, Art Teacher, Roosevelt School, MA+32-1, \$61,372, effective 9/1/13 (additional)**

**Yim Chin, 1:1 Nurse, St. Cloud School, BA+32-3, \$53,976, effective 9/1/13 (additional)**

**William Bock, Instructional Aide, WOHS, Non-degree-1, \$26,131, effective 9/3/13 (replacement)**

**Alyson Guerriero, Instructional Aide, Mt. Pleasant School, BA-1, \$27,469, effective 9/3/13 (replacement)**

**Andrea Cito, Instructional Aide, Redwood School, BA-1, \$27,469, effective 9/3/13 (replacement)**

**Adam Elgarhi, Instructional Aide, WOHS, BA-1, \$27,469, effective 9/3/13 (additional)**

**Michele Laki, Instructional Aide, Redwood School, BA-3, \$28,093, effective 9/3/13 (replacement)**

**Kevin Munroe, General Education Aide, Washington School, MA-1, \$29,508, effective 9/3/13 (additional)**

**Ferdinand Christian III, 1:2 Instructional Aide, Liberty School, BA-1, \$27,469, effective 9/3/13 (additional)**

**Michelle Mascera, Instructional Aide, Roosevelt School, MA-2, \$29,798, effective 9/3/13 (replacement)**

**Emily Gross, Instructional Aide, Edison School, BA-3, \$28,093, effective 9/3/13 (replacement)**

**Kenson Felix, Instructional Aide, WOHS, BA-1, \$27,469, effective 9/3/13 (replacement)**

**David Grant, Security Guard, WOHS, \$36,400, effective 9/1/13 (subject to salary adjustment per negotiations)**

**Kianna Williamson, Security Guard, WOHS, \$36,400, effective 9/1/13 (subject to salary adjustment per negotiations)**

**Maribel Aponte, Lunch Aide, Redwood School, 2.5 hours/day, \$17/hour, effective 9/9/13 (replacement)**

**Giovanna Delrossa, Lunch Aide, Edison School, 2.5 hours/day, \$17/hour, effective 9/9/13 (additional)**

**Haja Kaba, Lunch Aide, Edison School, 2.5 hours/day, \$17/hour, effective 9/9/13 (additional)**

**McGregor Edwards, Maintenance HVAC Mechanic, Buildings and Grounds Department, Maintenance Guide-9, \$46,693.15, Black Seal Boiler License, \$700, HVAC Blue Seal Refrigeration License, \$1,500, effective upon completion of paperwork (replacement)**

**Brian Kearns, 2<sup>nd</sup> Shift Custodian, WOHS, Custodian Guide-5, \$33,958.66, Black Seal Boiler License, \$700, 2<sup>nd</sup> Shift Differential, \$580, effective upon completion of paperwork (replacement)**

**Richard Sayers, Mid Shift Utility Worker, WOHS, Utility Guide-10, \$43,409.53, plus Mid Shift Differential, \$285, effective upon completion of paperwork (replacement)**

**Robert Williams, 2<sup>nd</sup> Shift Custodian, Redwood School, Custodian Guide-5, \$33,958.66, plus 2<sup>nd</sup> shift differential \$580, effective upon completion of paperwork (replacement)**

**Ian Curtis, 2<sup>nd</sup> Shift Custodian, WOHS, Custodian Guide-5, \$33,958.66 plus 2<sup>nd</sup> shift differential \$580, effective 8/26/13**

**Glenic Ferville, Part-time Driver/Monitor, Transportation Department, \$20.29/hour, 25 hours/week, effective 9/1/13 (previously substitute)**

**Sterne Godard, Part-time Driver/Monitor, Transportation Department, \$20.29/hour, 25 hours/week, effective 9/1/13 (previously substitute)**

**Ernest Jean Louis, Part-time Driver/Monitor, Transportation Department, \$20.29/hour, 25 hours/week, effective 9/1/13 (previously substitute)**

**Victoria Encarnacion, Part-time Driver/Monitor, Transportation Department, \$20.29/hour, 25 hours/week, effective 9/1/13 (previously substitute)**

**Substitute Custodians, Night Shift, at the hourly rate of \$12, effective upon completion of paperwork:**

- Hugo Aquilar
- Shalonda Curry
- Jacob Scott

**Paulin Saint Sulne, Part-time Bus Driver/Monitor, Transportation Department, 25 hours/week, \$20.29 hour**

**Maria C. Luna, Part-time Driver/Monitor, Transportation Department, 25 hours/week, \$17.50 hour**

**Part-time Instructional Aides, at the stated hourly rate, not to exceed 20 hours/week, effective 9/3/13:**

- Denise Del Russo, Pleasantdale School, MA-1, \$24.59
- Kristen Wycoff, Pleasantdale School, BA-2, \$23.13
- Susanna Stroud, Pleasantdale School, BA-2, \$23.13
- Rose Nesheiwat, Pleasantdale School, MA-1, \$24.59
- Rumana Patra, Pleasantdale School, MA-1, \$24.59
- Noemi Gargiulo, Liberty School, BA-1, \$22.89
- Carolina Luna, Liberty School, BA-5, \$24.11

**Co-Curricular Appointments, Fine Arts, for the 2013-2014 school year:**

- Scott Tomlin, Marching Band Drill Writer, \$3,000

**Co-Curricular Appointments, for the 2013-2014 school year:**

- Melanie Racanelli, Edison School, Art Club Advisor, \$1,396
- Kayla Negron, Cheerleading Coach, Liberty School, \$4,817 Fall Season, \$4,817 Winter Season

**Coaching Assignments, for the 2013-2014 school year:**

- Jas Rouson, Assistant Coach, Football, \$10,277
- Appoint Edward Jackson III, Volunteer Football Coach, WOHS
- Appoint Adam Elgarhi, Volunteer Football Coach, WOHS
- Appoint Dan Lederer, Head Coach, Lacrosse, \$10,976
- Appoint Kyla Rouse, Assistant Coach, Cheerleading, \$13,923
- Appoint Ferdinand Christian, Assistant Coach, Boys Soccer, \$8,254
- Appoint William Urbanski, WOHS, Fall Weight Room Monitor, \$3,658
- Rescind Candice Pastor, Assistant Coach, Girls Soccer
- Appoint Sara Lipman, Assistant Coach, Girls Soccer, \$8,254

**Staff members as instructors for the August 2013 New Teacher Orientation, at an hourly rate of \$73:**

- Christopher Evans, Teaching in a Culturally Diverse Classroom, \$219
- Melissa Montanez, Classroom Management, \$255.50

**Middle School Guidance Counselors, additional summer hours, \$400 per diem, for a total of \$11,200:**

- Jeff LaFoon, Edison School, 2 days, \$800
- Pamela Halstead, Edison School, 2 days, \$800
- Michelle Ellingham, Roosevelt School, 3 days, \$2,400
- Carol Sadler, Roosevelt School, 3 days, \$2,400
- Stephanie Nesbitt, Liberty School, 3 days, \$2,400
- Lauren Volpe, Liberty School, 3 days, \$2,400

**Staff for Summer Bridge Program at Edison School, funded through the Improving Achievement in English Language Arts and Mathematics for Students with Disabilities Grant, as per the attached (Att. #2)**

**The following Lunch Aides, Redwood School, an additional 2.5 hours/day, \$17/hour, for student support/safety, effective 9/9/13-6/19/14:**

- Michele Pasquale
- Yveline Curtis
- Patricia Stefanelli
- Rocio Diaz
- Helen Stroppa
- Maribel Aponte
- Lydia Santarella

**Salary Increments for the following employees, effective 8/20/13:**

- Robert Csigi, Director of Buildings and Grounds, \$6,000
- William Freda, Utility Foreman, Buildings and Grounds, \$7,000

**Substitute List for the 2013-2014 school year as per the attached (Att. #3)**

**4. Leave(s) of Absence**

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

**Maria Salamanca, Night Shift Custodian, Edison School, medical leave of absence, effective retroactive to 7/16/13-7/30/13**

**Marvin Kron, Technical Education Teacher, WOHS, medical leave of absence, effective 9/12/13-11/8/13 or until released by physician**

**Megan Kiczek, English Teacher, WOHS, revised maternity leave of absence, effective 9/5/13-2/18/14**

**5. Transfers**

**a.) Superintendent recommends approval of the following transfer(s):**

**The following Buildings and Grounds employees, effective 9/2/13:**

Employee	From		To	
	School	Position	School	Position
Luz Bermudez	Redwood	Custodian 2 <sup>nd</sup> Shift	Redwood	Custodian Mid Shift
Maria Cruz	Redwood	Custodian Mid Shift	WOHS	Custodian 2 <sup>nd</sup> Shift
Donald Smith	District	Utility 1 <sup>st</sup> Shift	WOHS	Custodian 2 <sup>nd</sup> Shift
Cesar Esquivel	WOHS	Utility Mid Shift	District	Utility 1 <sup>st</sup> Shift

**The following Special Education Aides, effective 9/3/13:**

Employee	From		To	
	School	Position	School	Position
Deborah Schiraldi	Hazel	Instr. Aide	Liberty	Resource
Jeanne Bielecke	Pleasantdale	Instr. Aide	Redwood	Resource
Michelle Banom	Hazel	Gen. Ed. Aide	Gregory	1:1 Instr. Aide
Antoinette Cusimano	Pleasantdale	Instr. Aide	Roosevelt	1:1 Autistic
Gail Lauterback	Pleasantdale	Instr. Aide	Roosevelt	1:1 Autistic
Stephanie Bruskin	Pleasantdale	Instr. Aide	Roosevelt	Mild Cog. Aide
Nick Mistretta	WOHS	Instr. Aide	Roosevelt	1:1 Autistic
Tyler Mandel	Edison	504 Aide	Roosevelt	504 Aide
Rose Ahaneko	WOHS	Instr. Aide	Hazel	Resource
Mary Ann Mondalto	Mt. Pleasant	Instr. Aide	Gregory	Mild Cog. Aide
Evelyn Velez	Pleasantdale	Instr. Aide	Gregory	Resource
Lisa O'Kyle	Pleasantdale	Instr. Aide	Redwood	Resource
Peter Lopez	Pleasantdale	Instr. Aide	Roosevelt	Resource
Geoffrey Dade	Mt. Pleasant	1:1 Aide	Pleasantdale	LLD Aide

Mary Quiroz, ESL Teacher, Mt. Pleasant School, to ESL Teacher, WOHS, effective 9/1/13

6. Superintendent recommends approval of the following unrecognized position titles, in accordance with N.J.A.C. 6A:9-5.5, for the 2013-2014 school year: (Att. #4)
  - Program Director of NCLB/Grants Management/Basic Skills
  - Dean of Students and Teacher-in-Charge of Attendance, Discipline and In-School Suspension
  - Director of Career and Technical Education, and Library Science
  - Director of Visual and Performing Arts
7. Contract Approval:
  1. Dr. Donna Rando, Assistant Superintendent for Curriculum and Instruction, for the 2013-2014 school year, \$201,123
  2. Mark Kenney, Business Administrator, for the 2013-2014 school year, \$197,925

**B. CURRICULUM AND INSTRUCTION**

1. Recommend approval of the following Field Trip request(s) for the 2013-2014 school year:

Group	Destination
Liberty School, Grade 8	Baltimore, MD 5/29/14-5/30/14

2. Recommend approval of the Nursing Services Plan for the 2013-2014 school year (Att. #5 – available for review in the Office of Student Support Services)

**C. FINANCE**

1. Recommend approval of the 8/19/13 Bills List: (Att. #6)

Payroll/Benefits	\$ 1,795,227.97
Transportation	\$ 510,689.32
Special Ed. Tuition	\$ 811,118.82
Instruction	\$ 299,477.10
Facilities	\$ 413,255.47
Capital Outlay	\$ 499,903.94
Grants	\$ 69,948.87
Food Service	\$ 1,859.58
Textbooks/Supplies/Athletics/Misc.	<u>\$ 258,085.90</u>
	<u>\$ 4,659,566.97</u>

2. **Recommend approval of tuition for the 2013-2014 School Year, including Extended School Year, Out-Of-District placements as per the attached (Att. #7)**
  
3. **Recommend approval of submission to the New Jersey State Department of Education a combined IDEA-B Grant Application for FY 2014 in the following amounts:**

IDEA Basic	\$1,617,915*
IDEA Preschool	\$ 63,816

\*\$181,469 of Basic funds are allocated for the nonpublic share.
  
4. **Recommend approval of acceptance of \$133 in Basic Nonpublic Carryover Funds from the 2011-2012 School Year. Adjusted FY13 IDEA totals are as follows:**

IDEA Basic	\$1,661,759
IDEA Preschool	\$ 67,749
  
5. **Recommend acceptance of Improving Achievement in English Language Arts and Math for Students with Disabilities Grant Agreement (#14000005), NGO# 13-BC32-F01, in the amount of \$52,500, for the period 7/1/13-8/31/14 (Att. #8)**
  
6. **Recommend approval of renewal of service contract agreement with the Center for Autism and Early Childhood Mental Health at Montclair State University for the 2013-2014 school year, in an amount of \$32,000, to be funded through the IDEA Grant**
  
7. **Recommend approval of tuition contracts with Essex County Vocational Technical School for the 2013-2014 school year:**
  - \$9,104 per year per special education pupil
  - \$5,911 per year per general education academic and vocational occupational program pupil
  
8. **Recommend approval of service agreement with Essex Regional Educational Services Commission to provide Public Child Study Team Services for the 2013-2014 school year as follows:**
  - \$306 per evaluation: Social Assessment, Educational Evaluation, Psychological Evaluation, Speech Evaluation
  - \$408 per Bilingual Evaluation
  - \$316.20 per Psychological Evaluation needing additional projective tests
  
9. **Recommend approval of service agreement with Educational Services Commission of Morris County to provide independent educational evaluations for the 2013-2014 school year at a rate of \$400.40 per evaluation**

10. **Recommend approval of the following service contract agreements for the 2013-2014 school year: (Att. #9)**
  - **Monique Coleman, Vision Therapist, in an amount not to exceed \$20,000 (revision)**
  - **Essex Regional Educational Services Commission for both public and non public services**
  
11. **Recommend approval of the following additions to the Marching Band Staff:**
  - **Jaclyn Milnes, Marching Band Color Guard Instruction, \$1,000**
  - **Denea Gresham, Marching Band Color Guard Instruction, \$1,000**
  - **Paul Tankard, Jr, Marching Band Assistant-Color Guard Coordinator, \$4,500**
  - **Mark Richardson, Marching Band Pit Percussion Instructor, \$2,500**
  
12. **Recommend acceptance of the following donations:**
  - **\$3,400 Boland Grant**
  - **\$10,400 from the WOHS PTA for the purchase of educational technology and also for tables for the quiet lunch area**
  - **2004 Cadillac Deville from Eric Schmidl to the Auto Mechanics Program at WOHS, valued at approximately \$1,000**
  - **Science equipment from Hoffman La Roche:**
    - **40 cases lab consumables**
    - **9 cases of glassware**
    - **2 step stools**
  - **\$2,000 grant from Target to bring Decoda (a collective of chamber musicians) to West Orange Elementary Schools**
  
13. **Recommend approval of the following resolution: (Att. #10)**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF WEST ORANGE IN THE COUNTY OF ESSEX NEW JERSEY AUTHORIZING THE USE OF COMPETITIVE CONTRACTING FOR THE SOLICITATION OF PROPOSALS FOR AN ENERGY SERVICES COMPANY**
  
14. **Recommend approval of Initial/Renewal Application for Temporary Instructional Space for the 2013-2014 school year (Att. #11)**
  
15. **Recommend approval of Executive Search for Superintendent of Schools Agreement between New Jersey School Boards Association and the West Orange Board of Education in the amount of \$12,000.**
  
16. **Recommend awarding of Bid #1-14 - Public Relations Consultant to A Simon Says, LLC in the amount of \$60,000 annually (\$5,000/month).**

**D. REPORTS**

**VII. REPORT FROM THE BOARD PRESIDENT AND/OR BOARD MEMBERS**

- VII. MOTION FOR THE NEXT BOARD MEETING to be held at 6:00 p.m. on September 23, 2013 at West Orange High School.**
- IX. PETITIONS AND HEARINGS OF CITIZENS**
- X. ADJOURNMENT**

**WEST ORANGE PUBLIC SCHOOLS**  
DEPARTMENT OF STUDENT SUPPORT SERVICES

Public Agenda  
Date: 8/19/13  
Attachment # 2

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

DATE: July 22, 2013  
TO: Mr. James O'Neill, Interim Superintendent  
FROM: Constance Salimbene  
SUBJECT: Agenda Item

Approval of Staff for Summer Bridge Program at Edison Central Six School.

1 Coordinator - Jeffrey LaFoon  
2 Language Arts Special Education Teachers - Anton Carrera & Janet Wiggins  
2 Math Special Education Teachers - Christina Ferinde & Megan Domenick  
2 Nurses – Rosemary Lim & Janis Lewis

Rate of Pay for teachers - \$55.00/ hour; 15 hours per teacher per week /2 weeks  
Total Pay per teacher - \$1650.00  
Rate of Pay for nurses - \$55.00/ hour; 15 each hours each nurse  
Total Pay for each nurse - \$825.00 (Each nurse will only work one week)  
Rate of Pay for Coordinator - \$1,000.00

Dates of Summer Bridge Program: August 12, 2013 through August 23, 2013.  
Hours: 9:00-12:00, Monday through Friday.

Compensation will be paid though the Improving Achievement in English Language Arts and Mathematics for Students with Disabilities Grant

cc: Mark Kenney  
Denise Keastead, Payroll

## Substitute Teachers 2013-2014 School Year

Last Name	First Name
ABOUELNAJA	HEATHER
ADEDJOUMA	DINE
AGBONLAHOR	DESTINY
ANDREWS	EZE
APPLEYARD	JOHN
ARNETTE-HAYES	JENISSA
ASARNOW	RACHEL
AURIGEMMA	KATHLEEN
BAMBER	THOMAS
BARTA	NANCY
BARTOLA	MARY-LAURI
BELARDO	ANTHONY
BERMAN	KAREN
BOCK	HEATHER
BOLAGNO	MAXIMILIANO
BOURSIQUOT	BEN
BRENNAN	BRANDI
BULLOCK	GREGORY
CAMACHO	JORGE
CAMPBELL	ALYSSA
CAPASSO	ANTHONY
CASALINO	JAMES
CHARLES	VENESSA
CHEATAM	CARLENE
CHEDID	JESSICA
COPPOLA	GLEN
CURRY O'DONNELL	JOANNE
DINAPOLI	JUDITH
DONEGAN	PETER
DORFMAN	RICHARD
DOTRO	MICHELLE
DOUGE	JACQUES
DOVE	KADEER
EBLER	NOELLE
EDGINGTON	MAURA
EDWARDS-RAYNOLD	DAWN
EMONT	MARCY
ESPINOZA	MARTHA
ESQUERRE	MICHAEL
FEINBERG	HENRY
FINE	SHELLEY
FINE	WENDY
FORT	DORIS
FURIA	JOHN
GIBSON	GRAVES
GILBERT	NANCY
GINSBURG	CELIA

## Substitute Teachers 2013-2014 School Year

Last Name	First Name
GOODALL	BEVERLY
GRAY	DIANE
GREENE-WALDEN	JACQUETTA
GUZZIO	MICHAEL
HALEN	LAURA
HAMILTON	ERIK
HARRISON	SHAREE
HOBSON	DAGMAR
JOHNSTON	TYLER
KARU	HALLIE
KELLY	PATRICIA
LESNEVER	LEONARD
LINEHAN	EILEEN
LOMBARDO	ISABELLA
MALTZ	ESTHER
MARKS	JOAN
MATULLO	VINCENT
MCCULLOUGH	WILLIAM
MCGUFFIE	PIERRE
MCMANUS	DANIEL
MCNEIL	DEBRA
MILLER	JOANNE
MONTGOMERY	MARIA
MOORE-LITTLEJOHN	ANTOINETTE
MORRIS	THOMAS
MULAJ	ARBEN
MUNROE	KEVIN
NATHAN	DIANE
NAVATA	MICHAEL
OAKS	ZENOBIA
PERKINS	LOIS
PETRUCELLI	DANIELLE
PICATAGGIO	JOSEPH
POLIZZANO	PATRICIA
POMERANTZ	BRUCE
PUCCI	KENNETH
RING	NANCY
RIMASSA	PATRICK
RIZZO	FAWN
ROBERTSON	VICTORIA
ROBINSON	DEBORAH
ROBINSON	JAMES
ROSEN	ROSALIE
ROSENBERG	JANEY
RUSSU-MUNYON	ELENA
RYAN	JOSEPH
SALAME	FRANCA

## Substitute Teachers 2013-2014 School Year

Last Name	First Name
SARDINA	ALEJANDRO
SARDONE	JENNA
SAVITZ	SHELDON
SCHLETTER	PAULA
SCHNEIDERMAN	BARBARA
SCHOENBACH	MINDY
SCHWARTZ	CYNTHIA
SHAH	NAMRTA
SHEFF	MIRIAM
SIMONE	GARY
SLURZBERG	HEIDI
SPANO	REBECCA
ST JEAN	GIDEON
STAUM	NANCY
STEIN	ALYSSA
STRAUSS	NANCY
STRIDACCHIO	ROXANNE
SUDOL	LYNN
SULIS	SONIA
TAKVORIAN	GARY
THOMPSON	JOHN
THOMPSON	LINDA
TIEDEKEN	ELLEN
TILDEN	GEORGE
UGARO	STEPHANIE
VENTURI	LOUIS
VERDUN	JOLIE
WATKINS	GLORIA
WEISBLATT	LORI
WENGERTER	KYLE
WERTHEIMER	ANDREA
WHITE	SANDRA
WILBURN	ALTERIK
WILDSTEIN	LOUIS
WILLIAMS	TRANA
ZIELYK	MATTHEW
ZIMMER	CLAUDIA

**Substitute Secretaries/Lunch Aides  
2013-2014 School Year**

Last Name	First Name
ALY AHMED	ANN
ARNOLD	HILLARY
BAND	HETTY
CENTRELLA	ANITA
COSENTINO	ROSEMARIE
DANIELS	GLORIA
EDWARDS JAMES	PAMELA
HARRIOTT	STACEY
LEONE	SUZANNE
MUTONE	PHYLLIS
PANTALEO	MARIA
PILLES	LOUISE
READE	HANNAH
ROWEK	RAYMOND
WEINBERGER	SHERYL

OFFICE OF THE ESSEX COUNTY SUPERINTENDENT OF SCHOOLS

**REQUEST FOR PERMISSION TO USE AN UNRECOGNIZED POSITION TITLE**

DISTRICT: West Orange SCHOOL YEAR: 2013-2014 DATE SUBMITTED: 6/17/2013

**N.J.A.C. 6A:9-5.5 Assignment of titles**

If a district board of education determines that the use of an unrecognized position title is desirable, or if a previously established unrecognized title exists, the district board of education shall submit to the county superintendent a written request for permission to use the proposed title, prior to appointing a candidate. Such request shall include a detailed job description. The county superintendent shall exercise his or her discretion regarding approval of the request and determine the appropriate certification and title for the position. The county superintendent shall review annually all previously approved unrecognized position titles and determine whether such titles shall be continued for the next school year. Decisions rendered by county superintendents regarding titles and certificates for unrecognized positions shall be binding upon future seniority determinations on a case-by-case basis.

Permission is requested to use the following unrecognized position title:

**Program Director of NCLB/Grants Management/Basic Skills**

**NAME OF UNRECOGNIZED TITLE**

X This is a **NEW** request. Detailed Job Description is attached.

       This is a request to **RENEW**. Detailed Job Description is attached.

Signature of District Superintendent \_\_\_\_\_

\*\*\*\*\***DO NOT WRITE BELOW THIS LINE – COUNTY OFFICE USE ONLY**\*\*\*\*\*

The school certification requirement(s) for this unrecognized position title are as follows:

\_\_\_\_\_  
Supervisor Certification

\_\_\_\_\_  
Approval

\_\_\_\_\_  
Non-Approval

\_\_\_\_\_  
Essex County Superintendent

\_\_\_\_\_  
Date



4. Evaluate effectiveness of NCLB programs and strategies.
5. Plan, implement, and coordinate the social and emotional learning/conflict resolution and character education programs district wide.
6. Conduct professional development for instructional staff (SEL, Conflict Resolution, LAL, and Mathematics.)
7. Conduct professional development for non-instructional staff in conflict resolution.
8. Initiate new program planning and implementation with principals and teachers—K&1 Literacy Classrooms, Book Clubs, Accelerated Reader, Waterford, Connected & Respected, Links to Literature, and READ 180 in schools.
9. Conduct District Kindergarten and Grade 1 Assessments (copying, collating, distributing.)
10. Plan and conduct Grade 1 District Assessment Scoring.
11. Coordinate programs with Special Education and ESL.
12. Conduct monthly training sessions and plan meetings with all Reading Specialists.
13. Maintain ongoing collaboration of elementary program design and instruction with Mathematics and Language Arts Supervisors.
14. Serve as resource person for AHO Volunteer Tutoring Program—provide orientation training, administrative guidance, and transition of programs.
15. Collaborate with the Assistant Superintendent to coordinate NJ ASK before and after school programs.
16. Work with the District Test Coordinator in data analysis of test scores.
17. Coordinate the new student placement in the summer by conducting summer testing as part of the registration process.
18. Ensure fiscal accountability and compliance for NCLB reports.
19. Prepare for NCLB audits and serve as a liaison to auditors.
20. Complete the annual NCLB Comparability Report.
21. Complete the NCLB Grant Application.

22. Perform such other duties which may be assigned or required by law, code and regulation, or Board policy.

**VI. Terms of Employment: Twelve-month position**

**VII. Evaluation:**

Performance of this job will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluation of certified staff.

Board Approved Date: 2/11/2013





7. Works with community and government agencies on problems relating to substance abuse and truancy from school.
8. Assists in developing and administering practices dealing with school control and security.
9. Confers with parents, teachers, counselors, Special and Support Services personnel and students on matters of discipline and welfare.
10. Confers with and makes appropriate referrals to Child Study Team and Guidance.
11. Has general supervisory responsibility for student activities.
12. Coordinates student locker assignments, fire drills, and bus transportation.

**VI. Terms of Employment:** Ten-month position

**VII. Evaluation:**

Performance of this job will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluation of certified staff.

Board Approved Date 6/21/2010

OFFICE OF THE ESSEX COUNTY SUPERINTENDENT OF SCHOOLS

REQUEST FOR PERMISSION TO USE AN UNRECOGNIZED POSITION TITLE

DISTRICT: West Orange SCHOOL YEAR: 2013-2014 DATE SUBMITTED: August 20, 2013

**N.J.A.C. 6A:9-5.5 Assignment of titles**

If a district board of education determines that the use of an unrecognized position title is desirable, or if a previously established unrecognized title exists, the district board of education shall submit to the county superintendent a written request for permission to use the proposed title, prior to appointing a candidate. Such request shall include a detailed job description. The county superintendent shall exercise his or her discretion regarding approval of the request and determine the appropriate certification and title for the position. The county superintendent shall review annually all previously approved unrecognized position titles and determine whether such titles shall be continued for the next school year. Decisions rendered by county superintendents regarding titles and certificates for unrecognized positions shall be binding upon future seniority determinations on a case-by-case basis.

Permission is requested to sue the following unrecognized position title:

**Director of Career and Technical Education, and Library Science**

**NAME OF UNRECOGNIZED TITLE**

X This is a **NEW** request. Detailed Job Description is attached.

       This is a request to **RENEW**. Detailed Job Description is attached.

Signature of District Superintendent \_\_\_\_\_

**\*\*\*\*\*DO NOT WRITE BELOW THIS LINE – COUNTY OFFICE USE ONLY\*\*\*\*\***

The school certification requirement(s) for this unrecognized position title are as follows:

Principal Certification

       Approval

       Non-Approval

\_\_\_\_\_  
Essex County Superintendent

\_\_\_\_\_  
Date

**The Public Schools  
West Orange, New Jersey**

**I. Title of Position: Director of Career and Technical Education, and Library Science**

**II. Qualifications:**

1. Valid New Jersey Principal Certificate or Certificate of Eligibility
2. Master's Degree
3. Minimum of 5 years classroom experience
4. Demonstrated leadership in school improvement, program development, curriculum integration, and application of technology across the curriculum
5. Ability to plan, organize, and administer a district-level professional development program
6. Demonstrated experience to administer grants
7. Strong leadership and communication skills
8. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

**III. Organizational Responsibilities:**

**Reports To:** Assistant Superintendent

**Supervises:** All Library Media Specialists, Business Education, Family and Consumer Science, and Technical Education certified and noncertified personnel and Coordinator

**IV. Job Goal:**

To provide leadership and direction in the development, implementation and coordination of the district's Career and Technical Education Program, 6-12, and the district's Library Media Program, K-12

**V. Performance Responsibilities:**

1. Provides leadership in the development and implementation of both the Library Science and Career and Technical Education programs in the District. Evaluates existing programs and recommends changes to promote student achievement in all areas.

2. Works with the NJDOE Career and Technical Education Department to implement rigorous state approved programs through the required approval process. Participates in pilot programs which lead to dual-credit or articulation agreement opportunities for students.
3. Provides opportunities for students in approved CTE programs to participate in third party assessments as available for national certifications.
4. Assists Human Resources in locating, interviewing, and recommending candidates for positions for both the Career and Technical Education and Library programs.
5. Remain up-to-date for state mandated changes to curriculum and certification requirements for CTE.
6. Works with Library Media Specialists to oversee the updating and maintaining of the library collections which support the District Curricula and provide a plethora of materials for both student and faculty.
7. Oversees the operation of the Early Childhood and Family Studies preschool program.
8. Works with principals, directors, supervisors, and teachers in developing the total school curriculum, and assists in the formulation of a philosophy and objectives for the instructional plan.
9. Supervises and monitors the implementation of curriculum writing projects.
10. Researches, evaluates, and as appropriate, recommends to the superintendent the adoption of new instructional materials, methods, and programs.
11. Provides leadership in the development of the K-12 instructional program and achievement of state core curriculum content standards, common core standards, and district goals and objectives.
12. Supervises, coordinates, and evaluates tenured and non-tenured staff based on state requirements and the evaluation model adopted by the District, and all other requirements relative to the implementation of state mandates.
13. Prepares and administers the departmental budgets for Business Education, Family and Consumer Science, Technical Education and Library Science.
14. Files and maintains the Perkins Grant which includes the application, administration of funds, final report, and re approval/approval process.
15. Oversee Articulation and dual-credit agreements with colleges and universities.
16. Oversees all Advisory Committee bi-annual meetings for all Career and Technical Education State approved programs and programs of study.

17. Oversees the Cooperative Education program and the compliance requirements for the district with regards to state and federal regulations.
18. Prepares the NJ SMART CTE report for submission.
19. Oversees the inventory of equipment and updates as necessary for the safe operation by staff and students in all Career and Technical Education programs and Library program.
20. Upgrade and promote use of latest software, hardware, and online resources for staff, students, and the community to promote 21<sup>st</sup> Century Skills.
21. Assists in the implementation of the district's in-service education program for the instructional staff and recommends teacher attendance at conferences and participation in other professional growth activities.
22. Provides and coordinates professional development for staff on state and district initiatives.
23. Provides opportunities for students to participate in Career and Technical Student Organizations as required by the NJDOE CTE Department.
24. Recommends to the superintendent the addition of new courses, grade placement and credit allowance, and graduation requirements.
25. Produces curriculum bulletins, guides or directories to be distributed to the staff, students, and parents as required.
26. Attend and present at day and evening events for parents, students, and community members to provide information regarding various programs offered at each level for students.
27. Schedules and organizes grade level and departmental meetings in order to affect horizontal and vertical continuity and articulation of the instructional program of the schools.
28. Coordinates the selection of textbooks and instructional materials throughout the district through the use of faculty committees and recommends those selected to the superintendent for adoption by the Board of education.
29. Secures and makes available to the staff samples of various instructional materials, textbooks and curriculum guides.
30. Keeps abreast of and interprets to the staff the current research in the area of curriculum development, teaching and learning.
31. Works with administrators on the development of the schedules for all departments and the Library Media Schedules at the elementary level.

32. Attends local, state, and national conferences.

33. Performs other related duties which may be assigned by the Superintendent or required by law, code, and regulation/Board policy.

**VI. Terms of Employment:** Twelve-month position

**VII. Evaluation:**

Performance of this job will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluation of certified staff.

Board Approved Date: 7/23/2013

OFFICE OF THE ESSEX COUNTY SUPERINTENDENT OF SCHOOLS

**REQUEST FOR PERMISSION TO USE AN UNRECOGNIZED POSITION TITLE**

DISTRICT: West Orange SCHOOL YEAR: 2013-2014 DATE SUBMITTED: 6/17/2013

**N.J.A.C. 6A:9-5.5 Assignment of titles**

If a district board of education determines that the use of an unrecognized position title is desirable, or if a previously established unrecognized title exists, the district board of education shall submit to the county superintendent a written request for permission to use the proposed title, prior to appointing a candidate. Such request shall include a detailed job description. The county superintendent shall exercise his or her discretion regarding approval of the request and determine the appropriate certification and title for the position. The county superintendent shall review annually all previously approved unrecognized position titles and determine whether such titles shall be continued for the next school year. Decisions rendered by county superintendents regarding titles and certificates for unrecognized positions shall be binding upon future seniority determinations on a case-by-case basis.

Permission is requested to use the following unrecognized position title:

**Director of Visual and Performing Arts**

**NAME OF UNRECOGNIZED TITLE**

  X   This is a **NEW** request. Detailed Job Description is attached.

       This is a request to **RENEW**. Detailed Job Description is attached.

Signature of District Superintendent \_\_\_\_\_

**\*\*\*\*\*DO NOT WRITE BELOW THIS LINE – COUNTY OFFICE USE ONLY\*\*\*\*\***

The school certification requirement(s) for this unrecognized position title are as follows:

Principal Certification

                   Approval

                   Non-Approval

\_\_\_\_\_  
Essex County Superintendent

\_\_\_\_\_  
Date

**The Public Schools  
West Orange, New Jersey**

**I. Title of Position: Director of Visual and Performing Arts**

**II. Qualifications:**

1. Valid New Jersey Principal Certificate or Certificate of Eligibility
2. Master's Degree
3. Minimum of 5 years classroom experience
4. Demonstrated leadership in school improvement, program development, curriculum integration, and application of technology across the curriculum
5. Ability to plan, organize, and administer a district-level professional development program
6. Strong leadership and communication skills
7. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

**III. Organizational Responsibilities:**

**Reports To:** Assistant Superintendent

**Supervises:** All Visual and Performing Arts certified and non-certified personnel

**IV. Job Goal:**

To provide leadership and direction in the development, implementation, and coordination of the district's Visual and Performing Arts Program, K-12

**V. Performance Responsibilities:**

1. Works with principals, subject matter specialists and teachers in developing the total school curriculum, and assists in the formulation of a philosophy and objectives for the instructional plan.
2. Researches, evaluates, and, as appropriate, recommends to the superintendent the adoption of new instructional materials, methods and programs.
3. Supervises and monitors the implementation of curriculum writing projects.
4. Assists Human Resources in locating, interviewing, and recommending candidates for positions for the Fine and Performing Arts Department.

5. Provides leadership in the development of the K-12 instructional program and achievement of state core curriculum content standards and district goals and objectives.
6. Provides and coordinates professional development for staff on state and district initiatives.
7. Supervises, coordinates, and evaluates tenured and non-tenured staff based on state requirements and the evaluation model adopted by the District; and all other requirements relative to the implementation of state mandates.
8. Assists in the implementation of the district's in-service education program for the instructional staff and recommends teacher attendance at conferences participation in other professional growth activities.
9. Participates in the work of state and national curriculum study organizations and groups.
10. Recommends to the superintendent the addition of new courses, grade placement and credit allowance, and graduation requirements.
11. Produces curriculum bulletins, guides or directories to be distributed to the staff as required.
12. Schedules and organizes grade level and departmental meetings in order to effect horizontal and vertical continuity and articulation of the instructional program of the schools.
13. Plans and presents a series of meetings each year for the purpose of interpreting to the Board of Education and to the parents and public at large the educational program of the schools.
14. Maintains a curriculum reference library for the use of the staff and collaborates with principals and teachers to develop a common file of community resources to enhance the instructional program.
15. Secures and makes available to the staff samples of various instructional materials, textbooks, and curriculum guides.
16. Coordinates the selection of textbooks and instructional materials throughout the district through the use of faculty committees and recommends those selected to the superintendent for adoption by the Board of Education.
17. Keeps abreast of and interprets to the staff the current research in the area of curriculum development, teaching, and learning.
18. Attends County and State meetings regarding latest developments in the area of Fine and Performing Arts.

19. Cooperates with the school counseling services director, principals, and staff in planning the instructional program and support services for special education pupils and other students with special needs.
20. Performs other duties which may be assigned or required by law, code, and regulation or Board policy.
21. Calculates and prepares the districts art and music department's annual budget for submission to the School Business Administrator.
22. Assists in the implementation of the district's in-service education program for the instructional staff and recommends teacher attendance at conferences and participation in other professional growth activities
23. Provides and coordinates professional development for staff on state and district initiatives.
24. Organizes and update the districts inventory of musical instruments.
25. Collects and disseminates information regarding summer instrument repairs and requests quotes from vendors to perform appropriate repairs.
26. Coordinates and monitors the calendar of music and art events, concerts, competitions, art receptions for the school year.
27. Attends and evaluates all scheduled concerts, art receptions and other community functions associated with the Visual and Performing Arts Department
28. Provide guidance, oversight and coordination of the annual home marching band competition.
29. Maintains communication with the district's public relations personnel to promote the district's concerts, art shows and student accomplishments.
30. Coordinating the selection of the annual High School Spring Musical and provide oversight in all aspects of the production.
31. Coordinate with staff and building principals to design SGO's, record student growth and develop a schedule to implement that Marzano Teacher Evaluation program
32. Supervises, coordinates, and evaluates tenured and non-tenured staff based on state requirements and the evaluation model adopted by the District, and all other requirements relative to the implementation of state mandates.
33. Manages all responsibilities associated with the Summer Enrichment Program which includes: preparation of the brochure, publicity, supply orders, interviewing/staff recommendations and the creation of the master schedule.

34. Daily management of the summer enrichment program including articulation with the building principal to coordinate room allocations, safety procedures and the culminating concert performances.

35. Performs other related duties which may be assigned by the Superintendent or required by law, code, and regulation/Board policy.

**VI. Terms of Employment:** Twelve-month position

**VII. Evaluation:**

Performance of this job will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluation of certified staff.

Board Approved Date: 7/23/2013





*The Public Schools  
West Orange, New Jersey*

Public Agenda  
Date: 8/19/13  
Attachment # 8

**To:** Mark Kenney  
**From:** Terry Granato  
**Date:** August 12, 2013  
**Re:** Agenda Item

Please place the following item on the West Orange Board of Education Meeting agenda of August 19, 2013 under Finance.

“Recommend acceptance of NGO#: 13-BC32-F01 - Improving Achievement in English Language Arts & Math for Students with Disabilities Grant Agreement (#14000005) Start Date: July 1, 2013 and End Date: August 31, 2014 in the amount of \$52,500.”

See *Grant Acceptance Certificate* attached.

Thank you.

C: K. Papa



State of New Jersey

DEPARTMENT OF EDUCATION  
PO Box 500  
TRENTON, NJ 08625-0500

GRANT ACCEPTANCE CERTIFICATE

LEA AGENCY: WEST ORANGE TOWN

RFP NUMBER: 13-BC32

COUNTY: ESSEX

DATE: \_\_\_\_\_

CONTRACT #: 14000005

I, \_\_\_\_\_, OF THE WEST ORANGE TOWN  
(NAME)

Board of Education\* certify that:

1. The grant allocated by RFP No. 13-BC32, for \$52,500 has been accepted by the Board of Education\* on its meeting of (Date) \_\_\_\_\_.
2. The said grant shall be used for the purposes described in the application filed with the New Jersey State Department of Education which was used as the basis for awarding the grant.
3. The grant shall be administered and monitored in accordance with the appropriate State and Federal Regulations.
4. Wherever the project supported with these funds involves the procurement of goods or services from vendors or consultants, written contracts between the LEA\* and such vendors or consultants, and the award for such contracts, shall be in accordance with the provisions of N.J.S.A. 18A:18A-1, et seq.
5. No changes in the project supported with these funds shall be made without the expressed written consent of the SEA.

  
Secretary  
Board of Education\*

\* or equivalent officer/governing body for non-LEAs

[www.nj.gov/education](http://www.nj.gov/education)



**State of New Jersey**

DEPARTMENT OF EDUCATION

PO BOX 500

TRENTON, NJ 08625-0500

RIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

CHRISTOPHER D. CERF  
*Commissioner*

July 17, 2013

Mr. James O'Neill, Interim Superintendent  
West Orange School District  
179 Eagle Rock Ave.  
West Orange, NJ 07052-5007

**NGO #: 13-BC32-F01**

**Program Title: Improving Achievement in Eng Lang Arts & Math for Students with Disabilities**

**Grant Agreement Start Date: 7/1/2013 Grant Agreement End Date: 8/31/2014**

**CO/LEA Code: 13-5680 SEQ#: 0 Grant Agreement #: 14000005 Amount: 52,500**

Dear Mr. O'Neill:

Congratulations! The application submitted by your agency for the Improving Achievement in Eng Lang Arts & Math for Students with Disabilities grant program has been approved by the New Jersey Department of Education (NJDOE). We are pleased to offer your agency a grant award for this grant program. As part of this intent to award notice, a complete grant agreement package is attached which includes: the New Jersey Department of Education's Grant Agreement (pages 1 through 6), Grant Acceptance Certificate, Terms and Conditions (Attachments A and B, and, when appropriate, Attachment C), and a copy of the final approved application. Please review the documents carefully with the awareness that acceptance of the award constitutes a binding agreement with the NJDOE. **The Terms and Conditions (Attachments A and B, and, when appropriate, Attachment C) and the final approved application are provided for your reference and are not to be returned to us.** We suggest that you share these documents with your project director and staff who are important to the effective management of the grant program.

To proceed with acceptance of this grant award please complete the information as instructed and return, in their entirety, pages 1 through 6 of the signed grant agreement and the completed Grant Acceptance Certificate by **8/22/2013** to the following address:

Application Control Center (ACC)  
New Jersey Department of Education  
100 River View Executive Plaza  
P.O. Box 500  
Trenton, NJ 08625-0500

[www.nj.gov/education](http://www.nj.gov/education)

The NJDOE, upon receipt of the grant agreement, will return to you an award notice with the fully executed copy of the grant agreement. Please do not separate the multi-part grant agreement form or modify the grant agreement document in any way. If you have any questions regarding the content of this correspondence, please contact Alan Oleksiak, ACC Coordinator, at 609-633-6974. Thank you for your cooperation and we look forward to working with you on a successful project.

Sincerely,



Anne Corwell, Director  
Office of Grants Management

AC/rj

Attachments

c: Grant Agreement # 14000005  
Christopher Snyder, Program Officer

Instructions

Grant Agreement, Page One:

- Complete item #1 - insert the telephone number in the space provided below the agency name.
- Complete item #2 - insert the name of the agency's chief financial officer.
- Complete item #3 - insert the agency federal employer I.D. # or Social Security #, if that number has not already been entered.
- Sign and date page one (1) in the lower left-hand corner (item #14) where indicated and, in the space provided, print the name and title of the chief executive officer signing the grant agreement. (NOTE: Page one (1) is the only location where a signature is being requested.)

Grant Agreement, Page Two:

- Complete item #18 - insert grantee's fiscal year-end date.

Grant Acceptance Certificate:

- Complete the Grant Acceptance Certificate and have the certificate authorized by your agency's governing body indicating the agency's acceptance of the grant agreement for the purpose, amount, terms and conditions set forth.

**NOTE:** If you cannot submit the completed Grant Acceptance Certificate by the due date, please submit with the signed grant agreement a letter **indicating the date by which the Grant Acceptance Certificate will be submitted.**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE  
TOWNSHIP OF WEST ORANGE IN THE COUNTY OF  
ESSEX NEW JERSEY AUTHORIZING THE USE OF  
COMPETITIVE CONTRACTING FOR THE  
SOLICITATION OF PROPOSALS FOR AN ENERGY  
SERVICES COMPANY**

**WHEREAS**, The Board of Education of the Township of West Orange in the County of Essex, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the legal entity and territorial area governed by the Board) desires to implement an energy savings improvement program pursuant to N.J.S.A. 18A:18A-4.6 and to enter into an energy savings services contract with an energy services company (an “ESCO”) for the development and implementation of an energy savings improvement plan and installation of energy conservation measures in an effort to reduce energy costs of the School District; and

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-4.6(b)(1) and N.J.S.A. 18A:18A-4.1, the Board may use competitive contracting in lieu of public bidding for procurement of an ESCO; and

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-4.3(a), the Board is required to pass a resolution authorizing the use of competitive contracting; and

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-4.3(b), 4.4 and 4.5, the competitive contracting process, including the preparation of a request for proposals (the “ESCO RFP”), solicitation of proposals, and award of a contract based upon the methodology set forth in the aforesaid ESCO RFP, must be administered by the Board’s purchasing agent, legal counsel or business administrator; now, therefore,

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF WEST ORANGE IN THE COUNTY OF ESSEX, NEW JERSEY**, as follows:

1. The Board hereby authorizes a competitive contracting process for the solicitation of proposals for ESCO services in connection with the development and implementation of an energy savings improvement plan for the School District, including the distribution of the ESCO RFP in connection therewith. The Board further appoints Parette Somjen Architects LLC, as architect (the “Architect”) and McManimon, Scotland & Baumann, LLC., as Special Counsel (“Special Counsel”) to provide advice and assistance to the Board in connection with the energy savings improvement program and authorizes the Architect and Special Counsel to assist the Business Administrator/ Board Secretary in the preparation of the ESCO RFP for this purpose.
2. The President, Vice-President and Business Administrator/Board Secretary or any other appropriate officer or representative of the Board, are hereby authorized and directed to execute and deliver any and all documents, to arrange for any required publications and to do and cause to be done any and all acts and things necessary or proper for carrying out the

transaction contemplated by this resolution and the ESCO RFP. The execution by such officials and officers of any such documents, including changes, insertions or omissions, approved by the Business Administrator/Board Secretary, in consultation with the Board's Special Counsel, shall be conclusive, and no further ratification or other action by the Board shall be required with respect thereto.

3. This resolution shall take effect immediately.

STATE OF NEW JERSEY            )  
  )  
COUNTY OF ESSEX                )        SS:

Mark Kenney, being first duly sworn on oath, deposes and says:

That deponent is the Business Administrator/Board Secretary of The Board of Education of the Township of West Orange in the County of Essex, New Jersey and that the foregoing resolution was duly adopted at a regular meeting of the Board of Education held on \_\_\_\_\_, 2013 by the following vote:

AYES:

NAYS:

\_\_\_\_\_  
Mark Kenney  
Business Administrator/  
Board Secretary

Subscribed and sworn before  
Me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_

**INITIAL/RENEWAL APPLICATION FOR TEMPORARY INSTRUCTIONAL SPACE  
2013 - 2014 SCHOOL YEAR**

*Public Agenda*  
Date: 8/19/13  
Attachment # 11

**INSTRUCTIONS:**

- 6A:26-8.1 County Superintendent of schools will annually monitor temporary facilities defined as Temporary Classroom Units (trailers) or actual buildings.
- 6A:26-10.11 If requesting a renewal in excess of the 5<sup>th</sup> year. Provide the following...
  - Board Resolution approving continued use.
  - Explanation for continued need of leased sites.
  - Cost for all rented spaces.

Name of facility or TCU	Address	Max # students/ aides/ teachers	Year of Initial Application	Indicate current Renewal Term 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup> , 5 <sup>th</sup> or beyond	Grades Served
Gregory Elem. School	301 Gregory Avenue	44 Students 6 Teachers	2001	Beyond	K-5
Washington Elem. School	289 Main Street	48 Students 2 teachers	2001	Beyond	K-5
Redwood Elem. School	75 Redwood Avenue	96 Students 4 Teachers	2002	Beyond	K-5
St Cloud Elem. School	71 Sheridan Avenue	20 Students 1 Teacher	2013	Initial (new)	K-5
<b>Use additional pages as needed</b>					

The Board of Education approved the renewal temporary application for the 2013 - 2014 school year on \_\_\_\_\_ (Date).

**\*\*\*A COPY OF RESOLUTION FROM MINUTES MUST BE ATTACHED\*\*\***

Certified by: \_\_\_\_\_  
 (Chief School Administrator) 8/14/13  
(Date)  
 \_\_\_\_\_  
 (School Business Administrator) 8/9/13  
(Date)

**FOR COUNTY SUPERINTENDENT'S USE ONLY:**

Date of inspection by County Office: \_\_\_\_\_ Inspected by: \_\_\_\_\_  
 Included in Long-Range Facility Plan: Yes \_\_\_\_\_ No \_\_\_\_\_  
 For the \_\_\_\_\_ - \_\_\_\_\_ school year, approval: \_\_\_\_\_ is granted \_\_\_\_\_ is not granted \_\_\_\_\_  
 subject to the following conditions: \_\_\_\_\_  
 \_\_\_\_\_ (County Superintendent) \_\_\_\_\_ (Date)

**FOR NEW JERSEY DEPARTMENT OF EDUCATION USE ONLY:**

District Evaluation: \_\_\_\_\_ Substandard Approval Date: \_\_\_\_\_  
 Unapproved Date: \_\_\_\_\_ Abandoned by Date: \_\_\_\_\_  
 Permanent Approved Date: \_\_\_\_\_  
 District Abandoned Date: \_\_\_\_\_ Ref: \_\_\_\_\_  
 Evaluator: \_\_\_\_\_ Date: \_\_\_\_\_