

WEST ORANGE BOARD OF EDUCATION
Public Board Meeting December 21, 2020
6:30 P.M. Executive Session
7:30 P.M. Public Session
Virtual

Revised Agenda

I. ROLL CALL OF THE MEMBERS

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 7 and November 24, 2020.
- 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. WEST ORANGE BOARD OF EDUCATION RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the "Sen. Byron M. Baer Open Public Meetings Act" (N.J.S.A. 10:4-6 et seq.) requires all meetings of the West Orange Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," without the public being permitted to attend, and

WHEREAS, the Board has determined that three (3) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on Monday, December 21, 2020 at 6:30 P.M., and

WHEREAS, the nine (9) exceptions to open public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box which will be marked when the issues to be privately discussed fall within that exception, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written:

- ☐ "(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:
- ☐ "(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:
- ☐ "(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy

such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matters, described as specifically as possible without undermining the need for confidentiality are: _____.

■ "(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body." The collective bargaining contract(s) discussed are between the Board and WOAA, WOEa, and Local 68.

□ "(5) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

□ "(6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

□ "(7) Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality are:

□ "(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: _____.

□ "(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

WHEREAS, the length of the Executive Session is estimated to be sixty (60) minutes after which the public meeting of the Board shall (select one) □ reconvene and immediately adjourn or ■ reconvene and proceed with business where formal action will be taken.

NOW, THEREFORE, BE IT RESOLVED that the West Orange Board of Education will go into Executive Session for the above stated reasons only; and

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

IV. PUBLIC SESSION AT 7:30 P.M.

V. PLEDGE OF ALLEGIANCE

VI. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF December 7 and 15, 2020 (Att. #1)

VII. STUDENT LIAISON REPORT

VIII. SUPERINTENDENT/ BOARD REPORTS

- A. 2020-2021 Governor's Educator of the Year Recognition Program
- B. Fall in Review/Recognitions
- C. Recognition of Outgoing Board Member - Ken Alper

RECOMMEND APPROVAL OF THE FOLLOWING RESOLUTION:

Presented to Ken Alper by the West Orange Board of Education, Essex County

WHEREAS, Ken Alper has served the citizens of his community for 3 years as a member of the Board of Education, and as the Board's President for 2 of those years; and

WHEREAS, Ken Alper's service to the West Orange Board of Education includes his leadership and participation in a wide range of committees and associations including, but not limited to, Negotiations and Essex County School Boards Association; and

RESOLVED, That the West Orange Board of Education expresses its deep appreciation to Ken Alper for his exemplary service to the children of West Orange Township and the State of New Jersey; and be it further

RESOLVED, That a copy of this resolution be sent to the Essex County School Boards Association.

IX. QUESTIONS FROM THE PUBLIC ON AGENDA ITEMS

X. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS

A. PERSONNEL

1. Resignations / Retirements

- a. Superintendent recommends approval to the Board of Education for the following certificated staff resignation(s) / retirement(s):

Name	Location	Position	Reason	Effective Date
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Michael Lawrence	Liberty	Math Interventionist	Retirement 17 years	1/1/21
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- b. Superintendent recommends approval to the Board of Education for the following non-certificated staff resignation(s) / retirement(s):

Name	Location	Position	Reason	Effective Date
Nicole Torrisi	St. Cloud	Clerical Aide	<u>Resignation</u> reassignment	1/1/21

2. Appointments

- a. Superintendent recommends approval to the Board of Education for the following certificated staff appointment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Replacement / New	Guide	Step	Salary	Account Code	Effective Dates
Rebecca DeFrance	Kelly	Speech Language Specialist	Dyer	MA	3	\$61,594 prorated	11.000.216.100.00.12.150	1/4/21* - 6/30/21
Teresa Gotanco	.8 Mt. Pleasant / .1 Gregory / .1 Redwood	Music	Zimmerman	BA	3	\$57,681 prorated	11.120.100.101.00.25.140 11.120.100.101.00.25.160	1/4/21** - 6/30/21
Jeannie Kivlon	Hazel	Kindergarten Leave Replacement	Dluoik	BA	3	\$57,681 prorated	11.110.100.101.00.10.130	1/4/21 - 6/30/21
Laura Kraft	Gregory	.6 Basic Skills .4 Instructional Coach♦ amended	N/A	MA	5	\$62,472 prorated	11.230.100.101.00.09.120 20.270.100.101.00.76.120	12/22/20 - 6/30/21
Jenna Laszlo	St. Cloud	Kindergarten	Munoz	BA	3	\$57,681 prorated	11.110.100.101.00.14.170	1/4/21 - 6/30/21

*pending Criminal History Record Check process

**pending completion of 50-Hour Pre-Professional Experience

♦Funded by Title IIA

- b. Superintendent recommends approval to the Board of Education for the following non-certificated staff appointment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Replacement / New	Guide	Step	Salary	Account Code	Effective Dates
Ashley Morris	Redwood	Paraprofessional	Weinstein	BA	3	\$30,655 prorated	11.213.100.106.00.13.160	12/22/20 - 6/30/21
Nicole Torrisi	Central Office	Administrative Assistant	McCormick	Column IV	2	\$49,365 prorated includes BA stipend of \$1,212	11.000.262.105.00.62.000	1/4/21 - 6/30/21

- c. Superintendent recommends approval to the Board of Education for the following additional additional teaching assignment(s):

Name	Location	Position	Guide	Step	Salary/ Rate of Pay	Account Code	Effective Dates
Erika DeVos	Edison	Resource Room-Math	MA+15	10	\$62.20	11-130-100-101-00-36-070	1/4/21 -

		Jackson-Leave Replacement			per diem		5/7/21
Christina Ferinde	Edison	Resource Room-Math Jackson-Leave Replacement	MA+30	8	\$68.09 per diem	11-204-100-101-00-04-070	1/4/21 - 5/7/21
Spyridon Mantzas	Edison	Resource Room-Math Jackson-Leave Replacement	BA+15	4	\$52.93 per diem	11-213-100-101-00-04-070	1/4/21 - 5/7/21
Janet Wiggins	Edison	Resource Room-Math Jackson-Leave Replacement	MA+45	17	\$106.24 per diem	11-230-100-101-00-04-070	1/4/21 - 5/7/21
Elena Bley	Liberty	Math Interventionist Lawrence-Vacancy	MA+45	11	\$69.31 per diem	11-213-100-101-00-05-135	1/4/21 - 6/23/21

- d. Superintendent recommends approval to the Board of Education for the following negotiated WOHS Winter Sports Coaching assignment(s). Stipends / Rates of Pay may be adjusted upon ratification of collective bargaining agreement: **(Att. #2)**
- e. Superintendent recommends approval to the Board of Education for the following negotiated co-curricular assignment(s). Stipends / Rates of Pay may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Stipend	Account Code	Effective Dates
Jaclyn Headlam	WOHS	Black Student Union amended	\$732	11.401.100.100.00.03.050	2020-2021
Jason-Lamont Jackson	WOHS	Black Student Union amended	\$732	11.401.100.100.00.03.050	2020-2021

- f. Superintendent recommends approval to the Board of Education for the following additional assignment(s). Stipends / Rates of Pay may be adjusted upon ratification of collective bargaining agreement: (Att. #3)
- g. Superintendent recommends approval to the Board of Education for the following substitute appointment(s) at the appropriate substitute rates for 2020-2021:

Name	Certification Code	Teacher	Paraprofessional	Administrative Assistant	Lunch Aide	Nurse	Custodian
Teresa Gotanco	CE	X					

3. Leaves of Absence:

- a. Superintendent recommends approval to the Board of Education for the following leaves of absence for certificated staff:

Name	Location / Position	Paid Leave	Unpaid Leave with Benefits	Unpaid Leave without Benefits	Anticipated Return Date
Jane Horwitz Personal	Liberty Social Studies	1/19/21* - 3/2/21	N/A	N/A	3/3/21
Charlotte Isaac Family	Roosevelt STEM	5/21/21 - 6/30/21	9/1/21 - 11/19/21	N/A	11/22/21
Michael Lawrence Medical	Liberty Math Integration Specialist	12/4/20 - 12/31/20	N/A	N/A	N/A

*start date of leave is contingent upon when a leave replacement is approved

- b. Superintendent recommends approval to the Board of Education for the following leaves of absence for non-certificated staff:

Name	Location / Position	Paid Leave	Unpaid Leave with Benefits	Unpaid Leave without Benefits	Anticipated Return Date
Noel Duverge Personal	Transportation Bus Driver Part-time	1/8/21 - 1/22/21	12/23/20 - 1/7/21	N/A	1/25/21
Joseph Ferville Medical	Roosevelt Custodian Night Shift	11/5/20 - 12/4/20	12/7/20 - 12/31/20	N/A	1/4/21
Janis Lewis FFCRA	Central Office District Floater Nurse	11/12/20 - 11/13/20 (EPSLA) 11/30/20 - 12/9/20 (EPSLA) 12/10/20 - 12/23/20	N/A	N/A	1/4/21
Gail McCullough Medical	Transportation Administrative Assistant	7/1/20 - 1/6/21 amended	N/A	N/A	1/7/21 amended
Sandra Stein Medical	WOHS Clerical Aide	9/1/20 - 10/19/20 a.m. only	10/19/20 p.m. only - 1/18/21 amended	N/A	1/19/21 amended

4. Recommend approval of the employment contract for Kristin Gogerty, Executive Director of Special Services, from December 22, 2020 through June 30, 2021. **(Att. #4)**

B. CURRICULUM AND INSTRUCTION

1. Recommend approval of Applications for School Business requests. (Att. #5)

C. FINANCE

a.) Special Services

1. Recommend approval for the following tuition/extraordinary aide services adjustments as certified by the State of NJ Division of Administration and Finance:

School	Year	Certified Rate Less Adjustments	Tuition Paid	Tuition Adjustments
The Calais School	2013-2014	\$147,242.00	\$144,324.45	\$2,917.55

2. Recommend approval for the following providers to deliver services for the 2020-2021 school year:

Provider	Type of Service/Cost	Not to Exceed	Budgeted/ Unbudgeted
Infinite Therapy Solutions 623 Eagle Rock Avenue, Suite 4 West Orange, NJ 07052	Behavioral Intervention Services \$65.00 per hour	\$85,000	Budgeted
Jewish Vocational Services	Vocational Assessments/Reports \$900.00 per Assessment	\$9,000	Budgeted
JTF Vision Rehabilitation Specialist LLC	Orientation & Mobility Services \$125.00 per hour	\$6,000	Budgeted

b.) Business Office

1. Recommend approval of the 12/21/2020 Bills List:

Payroll/Benefits	\$ 8,390,025.75
Transportation	\$ 7,158.53
Tuition (Spec. Ed./Charter)	\$ 773,395.54
Instruction	\$ 72,678.75
Facilities/Security	\$ 119,978.46
Capital Outlay	\$ 264,644.08
Grants	\$ 233,984.15
Food Service	\$ 123,024.63
Support Svcs/Co-Curricular/Athletics/Misc.	<u>\$ 136,246.58</u>
	\$10,121,136.47

2. Recommend approval and acceptance of the Special Olympics New Jersey 2020-2021 Play Unified Grant in the amount of \$3,000.
3. Recommend approval of submission of the Alyssa's Law Compliance - School Security Grant Application for Project Period FY 2021 in the amount of \$375,295 and acceptance of the grant award upon subsequent approval of the FY2021 School Security Grant Application.
4. Recommend acceptance of the following donations/awards:

Donor	Recipient	Donation
John Fry	Roosevelt School	\$450 for the purchase of multicultural books
Blackbaud Giving Fund o/b/o NY Life and its donors	WOHS	\$480
Aerojet Rocketdyne Foundation	Gregory School	\$1,500 for the Maker Station Project

5. Recommend approval of agreement with Hanover Research Council LLC, Arlington, VA, to provide research services, for the period ending 6/30/2021, in the amount of \$27,665. (Att. #6)
6. Recommend approval of contract with Frontline Technologies Group LLC for the 2020-2021 school year for the following: (Att. #7)
- Frontline Central, unlimited access, in the amount of \$14,097.60 (prorated).
7. Recommend approval of IT Asset Removal Agreement with Sycamore for the removal and data destruction of retired/obsolete IT equipment and to compensate at the District total amount of \$24,273.00 (Att.#8)
8. Recommend approval of submission of the amended CARES Act Education Stabilization Fund Elementary and Secondary School Emergency Relief Fund (ESSER Fund) Grant Application for Fiscal Year 2020 to include additional allocated ESSER Funding in the amount of \$179,825 for a total of \$929,735 and acceptance of the grant award of these funds upon subsequent approval of the Fiscal Year 2020 Amended ESSER Application.

- XI. BOARD SELF-EVALUATION - CHARLENE PETERSON, NEW JERSEY SCHOOL BOARDS ASSOCIATION**
- XII. PETITIONS AND HEARINGS OF CITIZENS**
- XIII. REPORT FROM THE BOARD PRESIDENT AND/OR BOARD MEMBERS**
- XIV. NEXT BOARD MEETING to be held at 7:30 p.m. on January 7, 2021 virtually.**
- XV. EXECUTIVE SESSION (as deemed necessary)**

WHEREAS: The Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED: The Board of Education adjourns to closed session to personnel, legal and miscellaneous confidential matters. Be it further

RESOLVED: The minutes of this closed session will be made public when the need for confidentiality no longer exists.

- XVI. ADJOURNMENT**

**WOHS Winter Sports Coaching Assignments
2020-2021**

Winter / Sport	Stipends	Name	Location
Basketball: Boys' Head	\$11,504	Demond Cowins	WOHS
Basketball: Boys' Assistant	\$8,651	Edward Duncan	District Sub
Basketball: Boys' Assistant	\$8,651	David Grant	WOHS
Basketball: Boys' Assistant	\$8,651	Gerald Silvera	District Sub
Basketball: Girls' Head	\$11,504	Caniece Williams	WOHS
Basketball: Girls' Assistant	\$8,651	Megan Colabella	Edison
Basketball: Girls' Assistant	\$8,651	Nicole Fleck	WOHS
Basketball: Girls' Assistant	\$8,651	Douglas Nevins	WOHS
Basketball: Girls' Volunteer	\$0	Michael DeBarbieri	WOHS
Basketball: Girls' Volunteer	\$0	Kianna Montplaisir	WOHS
Bowling: Head	\$6,512	Adam Miller	Edison
Fencing: Head	\$11,504	Robert Lomoriello	WOHS
Ice Hockey: Head	\$11,504	Edward Scafidi	District Sub
Ice Hockey: Assistant	\$8,651	Shane Daiek	WOHS
Indoor Track: Head	\$11,504	Jason-Lamont Jackson	WOHS
Indoor Track: Assistant	\$6,512	Dante Fernandez	OOD
Indoor Track: Assistant	\$6,512	Vacant	
Indoor Track: Assistant	\$6,512	John Prescott	Edison
Strength & Conditioning	\$7,140	Paul Chegwiddden	OOD
Swimming: Head	\$11,504	Marc Navata	WOHS
Swimming: Assistant	\$8,651	Kayla Negron	District Sub
Weight Training	\$3,833	Darnell Grant	WOHS

Additional Assignments

Name	Location	Position	Stipend / Rate of Pay	Account Code	Effective Dates
Joy Burnett	Gregory	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Nicole Kuser	Gregory	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Danielle Marino	Gregory	Elementary Virtual After School Community: Title IVA Substitute	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21 as assigned
Dineen Robinson	Gregory	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Lauren Kenny	Kelly	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Kerry Orange-Jones	Kelly	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Amy Pacifico	Kelly	Elementary Virtual After School Community: Title IVA Substitute	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21 as assigned
Stephanie Ross	Kelly	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Jennifer Barta	Mt. Pleasant	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Paige Battista	Mt. Pleasant	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Shari Ritter	Mt. Pleasant	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Patricia Burke	Redwood	Elementary Virtual After School Community: Title IVA Substitute	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21 as assigned
Leonard Ford	Redwood	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Andrea Rommel	Redwood	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Joseph Santucci	Redwood	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Cathy Del Tufo	St. Cloud	Elementary Virtual After School Community: Title IVA Substitute	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21 as assigned
Lauren Halen	St. Cloud	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21

Additional Assignments

Name	Location	Position	Stipend / Rate of Pay	Account Code	Effective Dates
Albina Oakley	St. Cloud	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Olivia Zullo	St. Cloud	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.000	12/1/20 - 6/30/21
Brandi Brennan	Washington	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.180	12/1/20 - 6/30/21
Janine Duarte	Washington	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.180	12/1/20 - 6/30/21
Michael Schiavo	Washington	Elementary Virtual After School Community: Title IVA	\$49.98 per hour not to exceed 3 hours per week	20.280.100.101.00.78.180	12/1/20 - 6/30/21
Cindy Celi	WOHS	Educational Technology Support Team Member	\$3,000	11.140.100.101.00.37.050	2020-2021
Ferdinand Christian	WOHS	Play Unified Program Assistant Coach	\$750	TBD	12/1/20 - 6/30/21
Nicole Fleck	WOHS	Play Unified Program Coach / Advisor	\$1500	TBD	12/1/20 - 6/30/21
Gina Piserchio	WOHS	Play Unified Program Assistant Coach	\$750	TBD	12/1/20 - 6/30/21

**WEST ORANGE BOARD OF EDUCATION
EMPLOYMENT CONTRACT FOR
NON-CERTIFIED UNAFFILIATED STAFF MEMBER**

Contract Agreement: **West Orange Board of Education and KRISTIN GOGERTY,
Executive Director of Special Services**

This Agreement contains the entire understanding between parties. No modification, alteration or amendment of this Agreement shall be effective unless same shall be in writing and signed by both of the parties hereto.

It is agreed between the parties hereto that this Agreement may, at any time hereafter and subject to applicable New Jersey laws, be terminated, with or without cause, by either party upon giving of sixty (60) days notice in writing of intention to terminate same.

Employee reserves the right to obtain the restoration of contract provisions that were modified, to the detriment of Employee, as a direct result of the July 2008 Accountability Regulations and/or of related directives from the Office of the Executive County Superintendent, following any legal action that permits or requires same.

- A. Duties Employee shall have the duties as described in the current Board-approved job description for the position in which employed.
- B. Salary Employee shall receive \$165,000, prorated, from December 22, 2020, to June 30, 2021. (Base Salary \$157,171 and Longevity \$7,829).
- C. Work Year Employee shall work from December 22, 2020, to June 30, 2021. The work year is referred to as a 12 month contract.
- D. Vacation Days Employee shall receive a vacation of twenty-two (22) working days (prorated for this contract). Five (5) days may be carried over from the previous year. All days carried over must be used in the work year or those days are forfeited. All vacation days must be approved by the Superintendent of Schools.
- E. Unused Vacation Days Payment for unused vacation days upon retirement or resignation shall be at the rate of 1/240th of the current per diem amount in the year of retirement or resignation. The accrual of, and payment for, unused vacation leave shall be consistent with NJSA 18A:30-9 and NJAC 6A:23A-3.1.
- F. Holidays Employee will follow the Central Office Calendar as approved annually by the Board of Education.
- G. Sick Days Employee shall receive twelve (12) days absence annually (prorated for this contract) with full salary for sickness.

- H. Accumulated Sick Leave Compensation for unused sick days shall be consistent with N.J.S.A. 18A:30-3.5 and supplemental compensation based upon accumulated unused sick leave shall, upon retirement, be eligible to receive for any unused leave not more than the amount previously accumulated or not more than \$15,000, whichever is greater. Compensation for unused sick days shall be paid at a rate of 1/240th of the current year salary multiplied by the number of accumulated sick days.
- I. Personal Business Employee shall receive three (3) days of personal leave annually (prorated for this contract), with full pay, without explanation. Personal leave days not used during the school year will be converted to sick days at the end of the school year and added to the employee's accumulated sick leave.
- J. Bereavement Days In the event of a death in the family, the Executive Director of Special Services shall be granted allowance, without the loss of pay, for the number of days as follows: Five (5) days for a death in the immediate family, which shall be defined as spouse, father, mother, child, brother, sister, grandchild, grandparent, mother-in-law, father-in-law, sister-in-law, and brother-in-law, and in the case of spousal equivalency relationships, the immediate family members of the spousal equivalent, and any relative making his or her home with the employee's family, provided that the absence is necessary and unavoidable. Notwithstanding the foregoing limitations, the term "spouse" shall be interpreted as including all those who have legal status under New Jersey or Federal law that can be reasonably interpreted as constituting "spousal equivalency" relationships, and shall specifically include those registered under the New Jersey Domestic Partnership Act or the New Jersey Civil Union Act. One (1) day for the death of a relative of the second degree, this shall be defined as aunt, uncle, nephew, niece and cousin. The Executive Director of Special Services will be permitted to use a maximum of twenty (20) bereavement days per year, with additional days as per the approval of the Superintendent. These days shall be taken at the time of death unless written permission is given by the Superintendent.
- K. Health Insurance Employee shall receive health benefits, which includes dental and prescription, consistent with the benefits provided by the Board to all employees. Employee shall contribute to her health care coverage set forth in Ch.78.
- L. Conferences Employee is permitted to attend one (1) national conference and two (2) state conferences annually. All conferences must be approved by the Superintendent of Schools.
- M. Association Dues Employee shall have association dues paid by the Board.
- N. Car Allowance Employee shall receive a non-pensionable monthly car allowance of \$150.

O. Travel

Reimbursement will be provided in accordance with the Commissioner of Education's March 17, 2008 memorandum in accordance with 18A:11-12 with respect to travel and meal reimbursements as promulgated by the New Jersey Office of Management and Budget (OMB).

Kristin Gogerty
Executive Director of Special Services

Date

Ken Alper
President, Board of Education

Date

John Calavano
Business Administrator/Board Secretary

Date

Applications for Absence for School Business 2020-2021
12-21-20

Name	Position	School	Conference	Dates	Amount	Funded
Felix Plata	World Languages / ESL Supervisor	Administration Building	Tap Into the Power of Reading to Support Language Acquisition: Multilingual Learners in the Reading Workshop Virtual	2/1/21, 2/2/21, 2/3/21	\$650.00	Title III

Letter of Agreement

Date of Agreement: December 1, 2020

Client: West Orange Public Schools

Effective Date: December 8, 2020

End Date: June 30, 2022

Agreement

This agreement "Agreement" between The Hanover Research Council LLC ("Hanover Research") and Client runs from the Effective Date to the End Date. Under this Agreement, Client has the authority to request research services on any topic (the "Research Services"), as well as the right to ask Hanover Research to expedite work of particular urgency. Client may terminate this Agreement with a thirty (30) days' written notice prior to July 1, 2021.

All Research Services are available to Client on a subscription basis within the confines of a sequential research queue, in that Hanover will perform up to one (1) Research Services project at a time. Client shall, in its discretion, prioritize the research projects that form the basis of the Research Services as it deems appropriate. Research Services may include, but are not limited to: custom research reports; survey design, administration and analysis; interviews with industry/issue experts; secondary research; data analysis; and benchmarking (product/service comparison, key performance and efficiency metrics).

Except with respect to Section IX (revised below), this Agreement hereby incorporates by reference the following terms and conditions ("Terms") that are available for review by Client online at: <http://www.hanoverresearch.com/client-services-terms-conditions-education/>. Client's signature below shall be deemed its acceptance and acknowledgement of the Terms as they related to the Research Services.

IX. Governing Law

The Agreement shall be governed by the laws of the State of New Jersey. The parties agree that any action regarding this Agreement or related to this Agreement shall be venued in the Superior Court of New Jersey, Essex County.

Service Fees and Invoicing Schedule:

Net 30 – Failure to pay promptly will result in project postponement.

Invoice Date	Invoice Fee
12/8/20	\$27,665
7/1/21	\$45,000

Client understands and agrees that there may from time to time be incidental costs not included in the Service Fee set forth above ("Additional Services"). Such Additional Services may include purchased database access, panel costs, survey incentives, translation costs, infographic development costs, postage/printing for mass mailings, etc. With prior written approval, Client agrees to pay for all such Additional Services to either Hanover or directly to such third party vendor if requested. If Additional Services are estimated to cost more than \$5,000, Client shall either (1) contract directly with the third party vendor(s) for such Additional Services, or (2) pre-pay to Hanover the estimated costs for the Additional Services prior to the project kick-off.

Confirmation

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement.

West Orange Public Schools

Signature: _____

Date: _____

Hanover Research Council LLC

Signature: _____
 Meredith Melson
 641A52E7B5994EB...

Date: 12/15/2020



1400 Atwater Drive Malvern, PA 19355

12/08/2020

Customer:	Order Form Details:
West Orange School District 179 Eagle Rock Avenue West Orange, New Jersey, 07052-5000 United States Contact: Joseph Vespignani Title: Executive Director of Personnel and Special Projects Phone: (973) 669-5400 ext 20545 Email: jvespignani@westorangeschools.org	Pricing Expiration: 1/06/2021 Quote Currency: USD Account Manager: Jason Kunkle Startup Cost Billing Terms: One-Time, Invoiced after signing Subscription Billing Frequency: Annual Sale Type: New Initial Term: 1/14/2021 – 6/30/2024

Pricing Overview	Amount
One-Time Fees	\$4,200.00
Annual Recurring Fees	\$21,503.70
(Initial Term Prorated Fees)	\$9,897.60

One-Time Fees Itemized Description	Quantity	Amount (each)	Amount
Frontline Implementation	1	\$4,200.00	\$4,200.00

Annual Recurring Fees Itemized Description	Start Date	End Date	Amount
(Frontline Central Solution Prorated Term)	1/14/2021	6/30/2021	\$9,897.60
Frontline Central Solution	7/01/2021	6/30/2022	\$21,503.70
Frontline Central Solution	7/01/2022	6/30/2023	\$22,578.89
Frontline Central Solution	7/01/2023	6/30/2024	\$23,707.83

1400 Atwater Drive Malvern, PA 19355

12/08/2020

Additional Order Form Information**Tax Information**

Tax Exemption: We currently don't have a tax exemption certificate on file for you. Please use this [link](#) to upload your tax exemption certificate. Otherwise, the appropriate tax will be applied at the time of invoicing.

PO Information

PO Status:

PO #:

Note: If a Purchase Order is required, Customer shall submit the PO to Frontline within ten (10) business days of signing this Order Form by emailing it to billing@frontlineed.com, otherwise a PO shall not be required for payment



1400 Atwater Drive Malvern, PA 19355

12/08/2020

Invoicing Schedule	Due Date	Amount
Invoice: One Time	Upon Signing	\$4,200.00 + applicable sales tax
Frontline Implementation		\$4,200.00
Invoice: Prorated	2/13/2021	\$9,897.60 + applicable sales tax
Frontline Central Solution		\$9,897.60
Invoice: Annual		\$21,503.70 + applicable sales tax
Frontline Central Solution		\$21,503.70
Frontline Central Solution		\$22,578.89
Frontline Central Solution		\$23,707.83

DRAFT



1400 Atwater Drive Malvern, PA 19355

12/08/2020

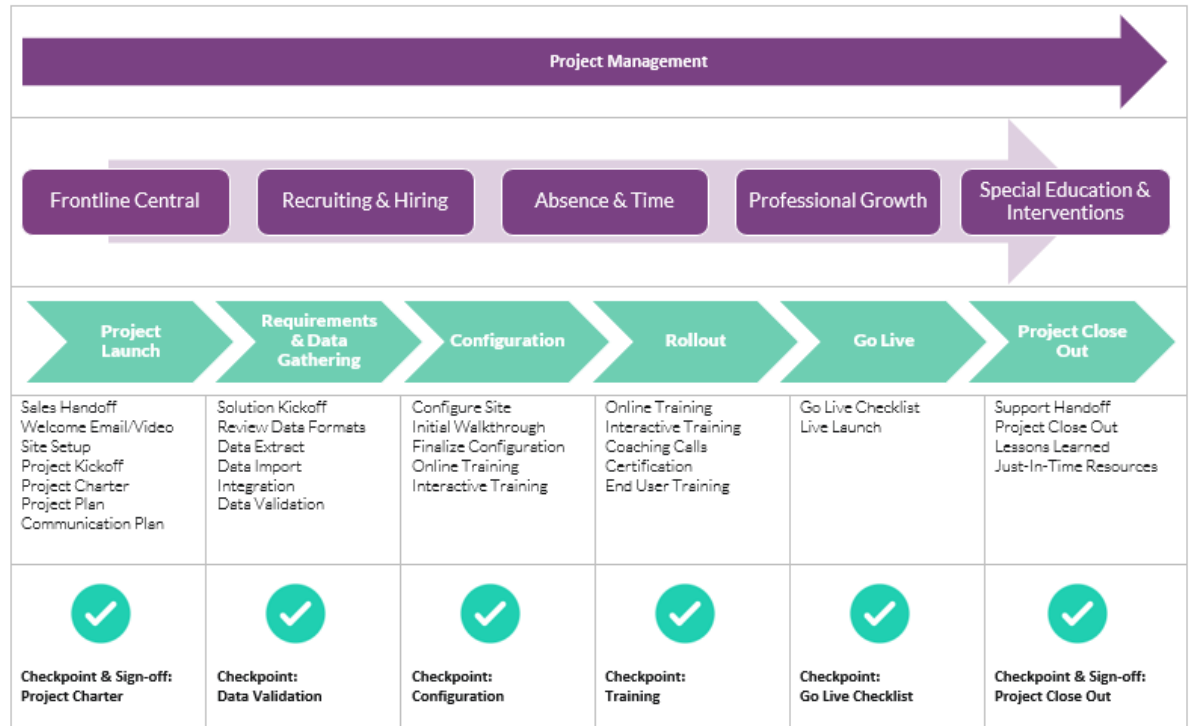
This Order Form and any software, downloads, upgrades, documentation, service packages, material, information, or services set forth herein are governed by the terms of the Master Services Agreement, software license or other agreement with Frontline (the Agreement). BY SIGNING BELOW OR OTHERWISE ACCESSING, VIEWING, OR USING ANY SOFTWARE, DOWNLOADS, UPGRADES, DOCUMENTATION, SERVICE PACKAGES, MATERIAL, INFORMATION, OR SERVICES SET FORTH HEREIN, CUSTOMER CERTIFIES THAT IT HAS READ AND AGREES TO THE ORDER FORM TERMS (the Order Form Terms) ATTACHED HERETO AND THE AGREEMENT INCORPORATED HEREIN AND SHALL BE BOUND BY THE SAME. Customer also agrees that the terms of the Agreement and the Order Form Terms are confidential information of Frontline Technologies Group LLC, its affiliates and predecessors (collectively, Frontline) and are not to be shared with any third party without the prior written consent of Frontline.

Frontline Technologies Group LLC dba Frontline Education	West Orange School District
Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____
Address: 1400 Atwater Drive Malvern, PA 19355	Address: 179 Eagle Rock Avenue West Orange, New Jersey 07052-5000
Email: billing@frontlineed.com	Email: _____

Statement of Work: Frontline Central Implementation Services

Introduction

Frontline Education provides a comprehensive implementation methodology and expert resources to partner with your project team throughout the implementation.



Scope/Deliverables

Project Management, Training & Consulting

- Project Kickoff Call
- Business Process Review: review of internal process for a Client's onboarding process and best practices recommendations to optimize system functionality
- Train-the-Trainer Model: blended learning consisting of online, self-paced courses and instructor-led remote training for the Client project team to gain familiarity with our solutions for implementation, administration and to train end users
- Self-paced courses have completion and assessment reports to confirm knowledge transfer.
- Role-based Learning Center: ongoing, anytime access to knowledge base articles and videos available to all district staff
- Project Status Calls: periodic project status calls throughout implementation to review progress to the project schedule
- Project Close Out Call

Configuration

System configuration is accomplished through a blended approach of pre-configuration, Frontline Education configuration services, and Client configuration activities. Frontline Education will provide configuration services to tailor default setups to your specific needs and provide your project team a head start to configuring the system. Online Training courses and consultation are provided so that your staff can continue configuration for initial setup and to meet your ongoing needs.

Specific examples of configuration services during implementation include –

Setups	Pre-configured with Applicant Tracking System	Frontline Education Configuration Services
Forms	N/A	Up to 12 forms

Data Imports

During implementation, we will import the following data formatted in our standard templates, where applicable. Online Training courses and consultation will be provided to show you how to maintain this data on an ongoing basis after the initial import.

- Employees

Systems Integration

Integrations exist within Frontline Education solutions. Specific examples of configurable integration types include --

- Standard integration with Frontline Education Solutions' Recruiting and Hiring.

Reporting

- Employee Extract





Additional Optional Services

The following items are outside the standard scope of services and can be accommodated through a change request and additional services and fees.

- Onsite training
- End User training
- Configuration, Custom Reporting, or Integration services beyond those identified above
- Services beyond the implementation timeframe and project close out

Schedule

On average, a typical Frontline Central implementation project runs 8 - 10 weeks from project kickoff. Below is an example of a project schedule for implementation. (This is not the actual schedule pertaining to this statement of work.)

Task	Start	End	2018	
			Jan	Feb
Sample Solution Rollout	1/2/18	2/27/18		
Project Kickoff	1/2/18	1/8/18		
Insights Platform Migration (clients with existing Frontline solutions)	2/14/18	2/27/18		
Frontline Central	1/10/18	2/27/18		

Every client is unique and timelines can vary depending on client size, resource availability, and complexity of project. Your Frontline Education Project Manager will work with your team to plan an implementation based on your specifics.

Client Project Team: Roles & Responsibilities

Executive Sponsor

- Executive Sponsor: e.g. Superintendent, Assistant Superintendent of HR, HR Director, etc.
- The “lead” contact: responsible for all major project decisions. Initially, involvement level is medium-to-high until all district players and responsibilities established. Executive Sponsor involvement decreases once responsibilities have been delegated.

System Administrators

- System administrator: e.g. HR admin, or IT.
- The “point person” contact: responsible for day-to-day operations, upkeep of system, and user management. This includes (but is not limited to):
 - Create/edit/delete: new records, packets, and forms
 - Sending/tracking/completing forms

IT Department

- Will work with Frontline Education Support teams to:
 - Ensure Frontline Education domains/IP addresses have been incorporated into any district firewalls and/or spam filters This person is responsible for updating white-list from Frontline
 - Provide technical support in instances where local network/technology configurations impact usage of our solutions
 - Potentially support in-solution integrations

Assumptions

- Frontline Education and Client will provide consistent, named resources to fill project roles throughout project timeline.
- Frontline Education and Client will use a collaborative approach to ensure implementation success.
- Client will provide subject matter experts familiar with organizational policies and procedures throughout the project.
- Frontline Education assumes that all data to be imported will be validated as necessary by Client prior to import.

- Client project team will complete online courses, attend instructor-led training, participate in project status calls, and complete project tasks as planned.

Implementation Policies

- Change Management Process: Should the Client identify additional services as part of this project, Frontline Education will issue a change order identifying impact to project scope, cost, and timeline for Client review and approval.
- A request to delay the Planned Go Live 30 days or more from the original date can result in rework and require additional charges and a change order.
- Services requested after the Project Close Out will require additional charges and a new services proposal.
- Startup Costs are priced with the assumption that implementation will be completed within 120 days after signing. Frontline reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 120-day implementation period.

December 15, 2020

Anthony Picinich Jr.
West Orange Public Schools
179 Eagle Rock Avenue
West Orange, NJ 07052



To Whom It May Concern:

Thank you for the opportunity to present this proposal.

WEST ORANGE PUBLIC SCHOOLS SURPLUS PURCHASE PROPOSAL

This proposal is for the purchase, packaging, removal, and data destruction of Surplus Technology from West Orange Public Schools. Please see below for line-item pricing for purchased equipment:

West Orange Public Schools Surplus Technology Project			
Description	QTY	Price Per-Unit	Total Payment
Lenovo Chromebook 11e N2930 1.83GHz/4GB/500GB – Grade A	0	\$50.00	\$9,925.00
Lenovo Chromebook 11e N2930 1.83GHz/4GB/500GB – Grade B	0	\$40.00	\$0.00
Lenovo Chromebook 11e N2930 1.83GHz/4GB/500GB – Grade C	397	\$25.00	\$0.00
Lenovo Chromebook 11e N2930 1.83GHz/4GB/500GB – Grade D	0	\$5.00	\$0.00
Acer Chromebook 11 C740-C4PE Intel Celeron 3205u 1.5GHz/4GB/16GB SSD – Grade A	0	\$65.00	\$0.00
Acer Chromebook 11 C740-C4PE Intel Celeron 3205u 1.5GHz/4GB/16GB SSD – Grade B	0	\$50.00	\$0.00
Acer Chromebook 11 C740-C4PE Intel Celeron 3205u 1.5GHz/4GB/16GB SSD – Grade C	0	\$30.00	\$0.00
Acer Chromebook 11 C740-C4PE Intel Celeron 3205u 1.5GHz/4GB/16GB SSD – Grade D	2,552	\$5.00	\$12,760.00
Lenovo ThinkPad x140e AMD A4-5000 1.50GHz/4GB/500GB – Grade A	0	\$35.00	\$0.00
Lenovo ThinkPad x140e AMD A4-5000 1.50GHz/4GB/500GB – Grade B	23	\$26.00	\$598.00
Lenovo ThinkPad x140e AMD A4-5000 1.50GHz/4GB/500GB – Grade C	0	\$20.00	\$0.00
Lenovo ThinkPad x140e AMD A4-5000 1.50GHz/4GB/500GB – Grade D	0	\$5.00	\$0.00
Lenovo ThinkPad x130e Fusion E450 1.65GHz/4GB/320GB – Grade A	0	\$20.00	\$0.00
Lenovo ThinkPad x130e Fusion E450 1.65GHz/4GB/320GB – Grade B	30	\$15.00	\$450.00
Lenovo ThinkPad x130e Fusion E450 1.65GHz/4GB/320GB – Grade C	0	\$10.00	\$0.00
Lenovo ThinkPad x130e Fusion E450 1.65GHz/4GB/320GB – Grade D	0	\$0.00	\$0.00
Lenovo ThinkPad x131e Fusion E2-1800 1.0GHz/4GB/320GB – Grade A	0	\$20.00	\$0.00
Lenovo ThinkPad x131e Fusion E2-1800 1.0GHz/4GB/320GB – Grade B	5	\$15.00	\$75.00
Lenovo ThinkPad x131e Fusion E2-1800 1.0GHz/4GB/320GB – Grade C	0	\$10.00	\$0.00
Lenovo ThinkPad x131e Fusion E2-1800 1.0GHz/4GB/320GB – Grade D	0	\$0.00	\$0.00
Acer Chromebook R11 CB5-132T-C32M Intel Celeron N3150 1.6GHz/4GB/16GB eMMC	1	\$15.00	\$15.00
Dell Chromebook 11 Intel Celeron 2955U 1.4GHz/4GB/16GB SSD	30	\$15.00	\$450.00
Lenovo N23 Intel Celeron N3060 1.6GHz/4GB/16GB SSD	1	\$0.00	\$0.00
HP Chromebook 11 G5 EE N3060 1.6GHz/4GB/16GB eMMC	3	\$0.00	\$0.00
Lenovo ThinkPad E450 i3-4005U 1.7GHz/4GB/500GB	1	\$0.00	\$0.00
Dell Latitude E550 Core 2 Duo T7250 2.00GHz/2GB/80GB	2	\$0.00	\$0.00
Dell Laptops – No Information Provided	8	\$0.00	\$0.00
Lenovo Laptops – No Information Provided	7	\$0.00	\$0.00
Laptop – No Information Provided	1	\$0.00	\$0.00
Lenovo ThinkPad– No Information Provided	2	\$0.00	\$0.00
Dell OptiPlex 960 Core 2 Duo E8400 3.0GHz/2GB/160GB	67	\$0.00	\$0.00
Dell OptiPlex 380 Core 2 Duo E7500 2.93GHz/2GB/250GB	46	\$0.00	\$0.00
Dell OptiPlex 3010 SFF i5-3470 3.20GHz/4GB/250GB	4	\$0.00	\$0.00
Dell OptiPlex 980 i7-870 2.93GHz/4GB/160GB	6	\$0.00	\$0.00
Dell OptiPlex 390 i3-3100 3.1GHz/2GB/250GB	21	\$0.00	\$0.00

Description	QTY	Price Per-Unit	Total Payment
Dell OptiPlex 745 Core 2 Duo E4400 2.0GHz/2GB/80GB	2	\$0.00	\$0.00
Dell OptiPlex GX280 Intel Pentium 4 540 3.2GHz/512MB/80GB	1	\$0.00	\$0.00
Dell Desktops – No Information Provided	37	\$0.00	\$0.00
iPad 2 16GB MC769LL/A Wi-Fi Only	2	\$0.00	\$0.00
Interactive White Boards	4	\$0.00	\$0.00
Monitors	80	\$0.00	\$0.00
Printers	27	\$0.00	\$0.00
Projectors	18	\$0.00	\$0.00
Switches	2	\$0.00	\$0.00
UPS Batteries	7	\$0.00	\$0.00
Miscellaneous Electronics – VCRs, Amplifiers, Boxes of Cables, etc.	16	\$0.00	\$0.00
Access Points	48	\$0.00	\$0.00
TOTAL:			\$24,273.00

Data Security

Sycamore's main priority is data security, and our team employs multiple levels of contingency to ensure total security. This includes multiple quality control officers, a secure and surveilled processing facility, individual hard drive wipe verification, and comprehensive data liability insurance.

- Sycamore agents will remove any identifying labels/stickers and wipe or destroy all data storage systems using the NIST 800.88 and the DoD 5220.22-M 7-pass random zero method of data destruction, including copier hard drives. Any hard drives that are unable to be wiped will be physically destroyed in a shredder.
- Verification of successful data destruction process is certified by each hard drive serial number, and a report is generated detailing the make, model, and storage capacity of each hard drive received.
- Every device is detailed in a comprehensive inventory report, including make, model, serial number, and hardware specifications. This equipment data will be grouped and titled by method of destruction.

Comprehensive Recycling Services

Our mission is focused on environmentally sound technology disposal, and in extending the lives of older assets, reducing waste more efficiently than any other form of recycling. Additionally, Sycamore customizes our services based on your needs in order to mitigate any strain on your resources.

- All e-waste is recycled through our R2 Certified facility. Our facility follows all federal, state, and local EPA requirements for the proper disposal of technology waste.
- Sycamore agents will perform the removal of all surplus equipment from 13 locations at the West Orange Public Schools staff's convenience. Our agents will bring all packaging materials necessary, handle all packaging, and remove surplus equipment from any storage environment.
- As a facet of our attention to detail for data destruction and proper recycling, technicians test all pieces for functionality, damage, and completeness. This testing includes counts of peripherals such as AC power adapters, mice, monitors and keyboards.

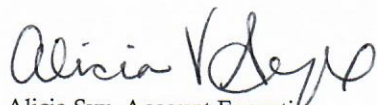


Indemnification and Purchasing Terms

- Sycamore International agrees to indemnify and hold West Orange Public Schools harmless from any and all claims, losses or damages resulting from the disposal and/or resale of any equipment included in this exchange. Sycamore International guarantees no equipment will end up in a landfill.
- This pricing assumes all devices are released from any MDM/BIOS locks within the project timeline. If release from central locks cannot be secured prior to removal, Sycamore is willing to coordinate with District staff to provide any data needed for successful device unlocks. Standard deductions will apply for providing serialized lists.
- This quote is valid until February 11, 2021.

Thank you for your time, and for the opportunity.

Please feel free to reach us any time with any questions or concerns,



Alicia Syx, Account Executive

AliciaS@SycamoreInternational.com
866.620.8434 x 704

