

WEST ORANGE BOARD OF EDUCATION
Public Board Meeting October 7, 2019
6:47 P.M. Public Session
West Orange High School
51 Conforti Avenue

Minutes

I. ROLL CALL OF THE MEMBERS

**Present: President Alper, Mrs. Mordecai, Mr. Robertson, Mrs. Merklinger, Mrs. Trigg-Scales
Senay Dani, Darlene Folas, Student Liaisons**

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 8, 2019.
- 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 two (2) 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 October 7, 2019 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_____.

- "(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: Outstanding School Meal Balances; Collective Bargaining Agreements.

- "(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 are: _____.

- "(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 ninety (90) 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 8:03 P.M.

V. PLEDGE OF ALLEGIANCE

VI. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF SEPTEMBER 23, 2019 (Att. #1)

MOTION: Mrs. Trigg-Scales

SECOND: Mrs. Merklinger

VOTE: 5-0 (RC)

Yes
Merklinger

Yes
Robertson

Yes
Trigg-Scales

Yes
Mordecai

Yes
Alper

VII. PRESIDENT REPORT

West Orange was awarded just under \$300,000 over the next 2 years from the COPS (Office of Community Oriented Policing Services) Grant under the Federal Department of Justice, their School Violence Prevention Program. The grant will be used for physical security needs and improving the safety of our buildings. The Grant represents a budgeting savings for the District in that we are required to match only a quarter of that amount, i.e. \$37,500, each year. A team effort made this possible and special thanks to the following:

- Michelle Casalino, Town Council
- Cathy Kapura and Nick Petruncio, Millennium Strategies, Grant Writing firm
- Errol Brudner, StoneGate Associates
- Mrs. de Mendez, former Acting Superintendent
- Chief Abbot and Tim Brennan, WOPD

Special thank you also to the anonymous donor of eco-friendly water bottles.

VIII. STUDENT LIAISON REPORT

IX. SUPERINTENDENT/ BOARD REPORTS

- A. HIB Report
- B. October Activities in the Schools
- C. Raising Resilient Teens in Challenging Times

X. QUESTIONS FROM THE PUBLIC ON AGENDA ITEMS**XI. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS****A. PERSONNEL****1. Rescissions**

- a. Superintendent recommends approval to the Board of Education for the following rescission(s):

Name	Location	Position	Effective Date
Maria Ameruoso	Gregory	Reading Specialist	9/24/19

2. Appointments

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

Name	Location	Position	Replacement / New	Guide	Step	Salary	Effective Dates
Stephanie Suriano	WOHS	Acting Assistant Principal / Science Supervisor	Mancarella	MA+45	N/A	\$1,500 per month for additional responsibilities	11/18/19 - 3/4/20
Kenneth Pucci	Liberty	Special Education Extended Assignment Substitute	Rud	N/A	N/A	\$200 per diem	9/4/19 - 11/1/19 amended

- b. Superintendent recommends approval to the Board of Education for the following non-certificated staff appointment(s):

Name	Location	Position	Replacement / New	Guide	Step	Salary	Effective Dates
Nora Aquino	Redwood	Clerical Aide	Breslin reassignment	N/A	N/A	\$19.56 per hour	10/8/19 - 6/30/20
Nicole Torrisi	St. Cloud	Clerical Aide	Davis-Williams reassignment	N/A	N/A	\$19.56 per hour	10/8/19 - 6/30/20
Kenya Dubar	Redwood	Paraprofessional	New	BA	12	\$35,554 prorated	10/8/19 - 6/30/20
Maureen Hargrave-Kerns	Mt. Pleasant	Paraprofessional	Beijian	BA	5	\$31,459 prorated	10/8/19 - 6/30/20
Brian Green	Washington	Security Part-time	New	Security	1	\$24.84 per hour not to exceed 15 hours per week	10/8/19 - 6/22/20

- c. Superintendent recommends approval to the Board of Education for the following negotiated co-curricular assignment(s):

Name	Location	Position	Stipend	Effective Dates
Charity Hill OOD	WOHS	Cheerleading: Volunteer	N/A	2019-2020
Shane Daiek	WOHS	Ice Hockey: Volunteer	N/A	2019 - 2020

- d. Superintendent recommends approval to the Board of Education for the following additional summer CST assignment(s):

Name	Location	Position	Salary / Rate of Pay	Effective Dates
Anthony Carsillo	District	Summer IEP Meetings General Education	\$39.78 per hour not to exceed 12 hours amended from 10 hours	8/13/19 - 8/31/19
Simona Ascher	District	Summer IEP Meetings Special Education	\$39.78 per hour not to exceed 15 hours amended from 10 hours	8/13/19 - 8/31/19
Katherine Hedlund	Special Services District	Summer CST School Occupational Therapist student case management	\$66.30 per hour not to exceed 16 hours amended from 13 hours	8/13/19 - 8/31/19
Amy Drost	Special Services District	Summer CST School Psychologist student case management	\$66.30 per hour not to exceed 135 hours amended from 125 hours	8/13/19 - 8/31/19
Nicole Handler	Special Services District	Summer CST School Psychologist student case management	\$66.30 per hour not to exceed 115 hours amended from 100 hours	8/13/19 - 8/31/19
Suzanne Lee	Special Services District	Summer CST School Psychologist student case management	\$66.30 per hour not to exceed 130 hours amended from 115 hours	8/13/19 - 8/31/19
Janet Wiggins	Special Services District	Summer CST Special Education Teacher student case management	\$66.30 per hour not to exceed 10 hours amended from 15 hours	8/13/19 - 8/31/19
Kim Fields-Murphy	Special Services District	Summer CST Speech Therapist student case management	\$66.30 per hour not to exceed 13 hours amended from 8 hours	8/13/19 - 8/31/19

- e. Superintendent recommends approval to the Board of Education for the following staff to facilitate Homework Clubs in their respective buildings at the contractual rate indicated. (Att.# 2)
- f. Superintendent recommends approval to the Board of Education for the following staff to facilitate Academic Literacy Learning for Second Language Parents at the contractual rate indicated:

Name	Location	Position	Salary / Rate of Pay	Effective Dates
Mercedes Aquí	Washington	Academic Literacy Learning for Second Language Parents	\$49.98 per hour not to exceed 116 hours Funded by Title IA	10/8/19 - 6/19/20

- g. Superintendent recommends approval to the Board of Education for the following staff to serve as instructors for the November 5, 2019 Professional Development Day for the attached presentations at the contractual rate indicated. (Att. #3)
- h. Superintendent recommends approval to the Board of Education for the following staff to serve as instructor(s) for Special Services Professional Development for the presentation(s) listed at the contractual rate indicated.

Name	Location	Position	Salary / Rate of Pay	Effective Dates
Lexi Pavone Kelly	District	<i>How to Administer the DIBELS 8th Edition</i>	\$74.46 per hour not to exceed 6 hours	10/2/19

Lexi Pavone Kelly	District	<i>We've Administered the DIBELS Screeners, "What's Next?"</i>	\$74.46 per hour not to exceed 6 hours	12/9/19
Lexi Pavone Kelly	District	<i>Monitoring Progress and Identifying Interventions</i>	\$74.46 per hour not to exceed 6 hours	3/24/20

- i. Superintendent recommends approval to the Board of Education for the following mentor assignments to be funded by the provisional teacher:

Mentor	Provisional Teacher	Location	Stipend	Effective Dates
Susan Bohan	Emily Boyle	Washington	\$275	9/1/19 - 6/30/20
Cheryl Dabroski	Tonya Bradshaw	Gregory	\$183	9/1/19 - 6/30/20
Anne Engelhardt	Jessica Veneziano	Washington	\$550	9/1/19 - 6/30/20
Irene Fiory	Melissa Hinojosa	Redwood	\$348	9/1/19 - 12/31/19
Irene Fiory	Miriam Kargbo-Jackson	Redwood	\$1,000	9/1/19 - 6/30/20
Wendi Giuliano	Jeannie Kivlon	Washington	\$450	9/1/19 - 3/27/20
Lewis Kelly	Katherine Westerlund	WOHS	\$330	9/23/19 - 1/31/20
Rose Marie Kelly	Mayrin Peralta	Gregory	\$550	9/1/19 - 6/30/20
Lisa Picini-Asman	Kevonna Ward	Gregory	\$550	9/1/19 - 6/30/20
Janine Varhaul	Maritza Perez	Gregory	\$348	9/1/19 - 12/31/19
Janine Varhaul	Hannah Rozanski	Gregory	\$550	9/1/19 - 6/30/20

- j. Superintendent recommends approval to the Board of Education for the following Buildings and Grounds stipend(s) to be paid in December 2019 and June 2020:

Name	Location	DOH	License	Amount	Effective Dates
Robert Farrell	WOHS	9/1/19	Forklift	\$150 prorated	10/2/19 - 6/30/20

- k. Superintendent recommends approval to the Board of Education for the following substitute appointment(s) at the appropriate substitute rates for 2019-2020:

Name	Certification Code	Teacher	Paraprofessional	Administrative Assistant	Lunch Aide	Nurse	Custodian
Daisy Castro	N/A			X	X		
Mary Jo Codey	Standard	X					
Raphael Leniar	Substitute	X	X				
Ryan Minieri	Substitute	X	X				
Arthur Morton	N/A						X
Mater Orrell	Substitute	X	X				
Lawrence Ridgley	Substitute	X	X				
Shawna Robb	CEAS	X	X				
Ken Steele	N/A						X
Jasmine Thomas	Substitute	X	X	X	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
Michele Durante Medical	Washington Special Education	9/11/19 - 11/15/19	N/A	N/A	N/A
Michele Durante Family	Washington Special Education	N/A	11/18/19 - 2/21/20	N/A	2/24/20
Kimya Jackson Medical	Redwood Assistant Principal	10/30/19 - 11/27/19	N/A	N/A	12/2/19
Margarita Rud Medical	Liberty Social Studies	9/3/19 - 11/1/19	N/A	N/A	11/4/19

4. Transfer(s):

- a. Superintendent recommends approval to the Board of Education for the following transfer(s) of non-certificated staff:

Name	From	Position	To	Position	Effective Date
Gloria Daniels	WOHS	Greeter/Clerical Aide	Mt. Pleasant (10-months) / CO (2-months)	Clerical Aide 12 months	10/8/19

5. Superintendent recommends approval to the Board of Education for the use of the district developed evaluation instruments for non-certificated staff for the 2019-2020 school year as follows:
Administrative Assistants, Clerical Aides, Custodial/Maintenance/Utility, Paraprofessionals.

Personnel - Items 1 through 5**MOTION:** Mrs. Merklinger**SECOND:** Mr. Robertson**VOTE:** 5-0 (RC)Yes
MerklingerYes
RobertsonYes
Trigg-ScalesYes
MordecaiYes
Alper**B. CURRICULUM AND INSTRUCTION**

1. Recommend approval of Applications for School Business requests. (Att. #4)
2. Recommend approval of overnight field trip(s) for the 2019-2020 school year. (Att. #5)
3. Superintendent recommends approval for field trip destinations for the 2019-2020 school year:

Destination	City	State
Dieruff High School	Allentown	PA
Genius Gems	Millburn	NJ
Joint Base McGuire-Dix-Lakehurst	McGuire AFB	NJ

Medieval Times	Lyndhurst	NJ
New York Botanical Gardens	Bronx	NY
Piscataway High School	Piscataway	NJ
Washington Township High School	Sewell	NJ

- Recommend approval for certificated staff to provide curriculum writing for the 2019-2020 school year at the contracted rate of \$39.78 per hour not to exceed the hours allotted. (Att #6)
- Recommend approval of the following Professional Development on November 5, 2019:

Name	Professional Development	Department	Cost
Konscious Youth Development & Service (KYDS)	Social and Emotional Learning	School Counseling	\$500.00
Jersey Shore Training Associates	I&RS and Section 504	School Counseling	\$2,100.00

- Recommend approval for an after school Homework Club at Edison Middle School scheduled for October 2019 - May 2020 in the amount of \$10,222.66 funded by Title IVA Grant.
- Recommend approval for an after school ESL Homework Club at Hazel Elementary School scheduled for October 2019 - May 2020 in the amount of \$3,120.60 funded by Title IVA Grant.
- Recommend approval for an after school ESL Homework Club at Washington Elementary School scheduled for October 2019 - May 2020 in the amount of \$1,560.30 funded by Title III Grant.

Curriculum & Instruction - Items 1 through 8

MOTION: Mrs. Trigg-Scales

SECOND: Mr. Robertson

VOTE: 5-0 (RC)

Yes
Merklinger

Yes
Robertson

Yes
Trigg-Scales

Yes
Mordecai

Yes
Alper

C. FINANCE

a. Special Services

- Recommend approval for the following out of district placements for the 2019-2020 school year:

Student #	Placement	Tuition	Budgeted/Unbudgeted
2604093	South Orange-Maplewood Board of Education	Tuition: \$46,792.00 1:1 Aide: \$17,718.00	Unbudgeted
1206074	The Deron School of New Jersey	Tuition: \$58,964.86 166 days @ \$355.21/day	Budgeted

		1:1 Aide: \$23,240.00 166 days @ \$140.00/day	
1609098	Mount Carmel Guild Academy	Tuition: \$51,240.00 168 days @ \$305.00/day	Budgeted

2. Recommend approval of tuition contracts with Essex County Vocational Technical Schools, Newark, NJ for the 2019-2020 school year as follows:

Student #	Program	Tuition	Budgeted/Unbudgeted
1305078	Full Time, West Caldwell Tech	\$9,104.00	Budgeted
1301033	Full Time, West Caldwell Tech	\$9,104.00	Budgeted
1206087	Share Time, West Caldwell Tech	\$4,552.00	Budgeted

b. Business Office

1. Recommend approval of the 10/7/19 Bills List:

Payroll/Benefits	\$ 9,788,785.79
Transportation	\$ 588,566.28
Tuition (Spec. Ed./Charter)	\$ 610,085.44
Instruction	\$ 282,626.13
Facilities/Security	\$ 145,825.72
Grants	\$ 180,700.59
Food Service	\$ 20,887.30
Summer Enrichment	\$ 509.90
Support Svcs/Co-Curricular/Athletics/Misc.	<u>\$ 131,444.03</u>
	\$11,749,431.18

2. Recommend approval of August 2019 transfers within the 2019-2020 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Att. #7)
3. Secretary's Report - Acceptance and Certification - August 2019

Recommend that the West Orange Board of Education accept the Board Secretary's financial report for the month of August 2019, based upon the certification of the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c) (3), that no major account or fund has been over expended, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Att. #8)

4. Report of the Treasurer of School Monies - August 2019

Recommend that the West Orange Board of Education acknowledge and accept the Report of the Treasurer of School Monies for the month of August 2019, which report is in agreement with the Secretary's Report. (Att. #9)

5. Recommend approval of Catel, Inc., Bradley Beach, NJ Change Order #GC-5 in the amount of \$7,715.50 for installation of a rain skirt, as recommended by Spiegle Architectural Group, with regard to the Sports Bubble Replacement Project at WOHS.
6. Recommend approval of Facilities Use Agreement with Garden Academy, West Orange, NJ for use of 10 parking spaces at Liberty Middle School, for the period 10/1/19-6/30/20 in the amount of \$6,000 (to be prorated).
7. Recommend approval of proposed non-public technology aid program expenditures funded through the Office of State Aid Entitlements and Payments to Nonpublic Schools (not local funds):

Non Public School	Description	Budget
Golda Och Academy (Lower School)	<ul style="list-style-type: none"> • 2 of Makey Makey STEM packs • 6 of Makey Makey Classic • 25 Chromebooks with Licenses plus a charging cart • 50 Headphones 	\$8,560.00

Finance - Special Services Items 1 and 2; Business Office Items 1 through 7

MOTION: Mrs. Trigg-Scales

SECOND: Mrs. Mordecai

VOTE: 5-0 (RC)

Yes
Merklinger

Yes
Robertson

Yes
Trigg-Scales

Yes
Mordecai

Yes
Alper

D. REPORTS

1. Superintendent recommends to the Board of Education acceptance of the HIB Report ending October 4, 2019.

MOTION: Mrs. Mordecai

SECOND: Mrs. Merklinger

VOTE: 5-0 (RC)

Yes
Merklinger

Yes
Robertson

Yes
Trigg-Scales

Yes
Mordecai

Yes
Alper

XII. PETITIONS AND HEARINGS OF CITIZENS

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

XIV. NEXT BOARD MEETING to be held at 8:00 p.m. on October 28, 2019 at West Orange High School.

XV. ADJOURNMENT at 9:27 p.m.

Respectfully submitted,

John Calavano, Board Secretary