

**WEST ORANGE BOARD OF EDUCATION  
Public Board Meeting October 26, 2020  
7:30 P.M. Public Session  
Virtual**

**Minutes**

**I. ROLL CALL OF THE MEMBERS AND PLEDGE OF ALLEGIANCE**

**Present: President Alper, Mrs. Trigg-Scales, Mrs. Merklinger, Mr. Rothstein, Mrs. Tunnicliffe Olivia Ridley and Andree Celestin, 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 7 and September 17, 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. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF October 5, 2020 (Att. #1)**

<b>MOTION:</b> <u>Mrs. Merklinger</u>	<b>SECOND:</b> <u>Mrs. Trigg-Scales</u>	<b>VOTE:</b> <u>5-0 (RC)</u>
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<u>Yes</u> Merklinger	<u>Yes</u> Rothstein	<u>Yes</u> Tunnicliffe	<u>Yes</u> Trigg-Scales	<u>Yes</u> Alper
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**IV. STUDENT LIAISON REPORT**

**V. SUPERINTENDENT/ BOARD REPORTS**

- A. HIB Report
- B. School Reopening Update

**VI. QUESTIONS FROM THE PUBLIC ON AGENDA ITEMS**

**VII. 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
John Calavano	Central Office	School Business Administrator	Retirement 6 years	1/1/21
Nancy Donnelly	WOHS	F&CS	Retirement 25 years	1/1/21
Susan Dyer	Kelly	Speech Language Specialist	Retirement 13 years	1/1/21
Margi Patel	Washington	School Nurse	Resignation	12/23/20
Michele Zimmerman	Mt. Pleasant	Music	Retirement 32 years	1/1/21

- 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
Modesta Colon	Transportation	Bus Monitor Part-time	Resignation	10/30/20
Michael Hanley	Buildings & Grounds	Operations Foreman	Retirement 21.5 years	3/1/21
August Harris	Mt. Pleasant	Paraprofessional	Resignation	10/22/20
Kathy McCormick	Buildings & Grounds	Administrative Assistant	Retirement 12.5 years	1/1/21
Nicole Paduano	Edison	Paraprofessional	Resignation	11/10/20

## 2. Rescissions

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

Name	Location	Position	Effective Date
Maria Frangos	WOHS	Future Business Leaders of America	10/6/20

## 3. Appointments

- a. 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
Jaroslav Chrzanowski	Edison	Paraprofessional	New	MA	3	\$32,752 prorated	TBD	10/27/20 - 6/30/21
Honesty Gilliam	Kelly	Paraprofessional	Robinson	Non Degree	3	\$28,559 prorated	11.204.100.106.00.12.150	10/27/20 - 6/30/21
Kianna Montplaisir	WOHS	Security Guard Leave Replacement	Casolaro	Security	6	\$45,958 prorated	11-000-266-110-00-03-050	7/10/20 - 10/30/20 amended
Tamara Radyuk Smith	BMELC	Paraprofessional	Perotta	BA	13	\$37,132 prorated	TBD	10/19/20 - 6/30/21 amended

- c. Superintendent recommends approval to the Board of Education for the following certificated staff to serve as Educational Technology Support Team members for the 2020-2021 school year. (Att. #2)
- d. Superintendent recommends approval to the Board of Education for the following additional teaching assignment(s):

Name	Location	Position	Guide	Step	Salary / Rate of Pay	Account Code	Effective Dates
Brian Cohen	WOHS	Resource Room Enrollment	BA+30	17	\$18,038	11-213-100-101-00-03-050	2020-2021
Christina Ferinde	Edison	Special Education DeVos Leave Replacement	MA+30	8	\$68.08 per diem amended	11.130.100.101.00.36.070	9/1/20 - 12/23/20
Amy Lourenco	WOHS	ESL Enrollment	MA+30	9	\$12,256 amended	11-240-100-101-00-03-050	2020 -2021
Elizabeth Rubin	BMELC	Special Education Enrollment	BA+30	15	\$69.29 per diem every Tuesday	11.216.100.101.00.08.300	10/12/20 - TBD*

\*during hybrid model

- e. Superintendent recommends approval to the Board of Education for the following negotiated high school co-curricular staff assignments for the 2020-2021 school year at the approved contractual rates. Stipends / Rates may be adjusted upon ratification of collective bargaining agreement. (Att. #3)
- f. Superintendent recommends approval to the Board of Education for the following negotiated elementary co-curricular/club advisor assignment(s). Stipends / Rates may be adjusted upon ratification of collective bargaining agreement. (Att. #4)
- g. Superintendent recommends approval to the Board of Education for certificated staff to provide curriculum writing for the 2020-2021 school year at the contracted rate of \$39.78 per hour not to exceed the hours allocated. Rate may be adjusted upon ratification of collective bargaining agreement.(Att. #5)
- h. Superintendent recommends approval to the Board of Education for adjustments for the following Board approved training level changes for WOECA certificated and non-certificated staff. (Att. #6)
- 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	Account Code	Effective Dates
Eileen Aker	Gisselle Heredia	Hazel	\$550	11.110.100.101.00.10.130	9/1/20 - 6/30/21
Lisa Brattoli	Jeannie Kivlon	Kelly	\$50	11.120.100.101.00.12.150	9/1/20 - 12/31/20
Cynthia Critelli	Jeanina Abramo	WOHS	\$1,000	11.140.100.101.00.35.050	9/1/20 - 6/30/21
Marissa Gerin	Gie Ahn	BMELC	\$550	11.120.100.101.00.25.150 11.216.100.101.00.08.300	10/6/20 - 6/30/21
Monica Mocarski	Alanna Williamson	Roosevelt	\$550	11.214.100.101.00.06.090	9/1/20 - 6/30/21

- j. Superintendent recommends approval to the Board of Education of the following non-certificated staff professional development stipend(s):

Name	Location	Position	Professional Development Program	Stipend	Account Code	Effective Date
Joanne Duncan	WOHS	Administrative Assistant	National Association of Educational Office Professionals Professional Standards Certificate	\$2,532 prorated	11-000-240-105-00-03-050	10/16/20
Angela Rosado Figueroa	Central Office	Administrative Assistant	Stipend for Attainment of Bachelor Degree	\$1,212 prorated	11-000-211-100-00-00-000	5/26/20

- k. Superintendent recommends approval to the Board of Education for the following home instructor appointments at \$74.46 per hour for the 2020-2021 school year. Stipend(s) / Rate(s) may be adjusted upon ratification of collective bargaining agreement:

Name	Certification	Certification	Certification	Effective Dates
Samantha Reindeau	Elementary, K-6	N/A	N/A	10/27/20 - 6/30/21

#### 4. 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
Joyce Andreula Medical	Kelly Resource Room	11/9/20* - 1/15/21	N/A	N/A	1/19/21
William Bradley FMLA	WOHS Social Studies	N/A	N/A	11/9/20* - 2/5/21	2/8/21
Kimberly Covington FMLA	Edison Science	N/A	N/A	11/9/20* - 2/5/21	2/8/21
Li daGraca FFCRA	WOHS AP Environmental Science / Chemistry	11/9/20* - 11/20/20 (EPSLA) □ 11/23/20 - 12/23/20 (EFMLEA) ■	N/A	N/A	1/4/21
Laura Duval Family	.5 Kelly / .5 Redwood School Occupational Therapist	N/A	9/1/20 - 6/30/21 amended	N/A	9/1/21 amended
Jane Horwitz FFCRA	Liberty Social Studies	11/9/20* - 11/20/20 (EPSLA) ▶ 11/23/20 - 12/23/20 sick	N/A	N/A	1/4/21
Kimberly Jackson Family	Edison Special Education / Mathematics	1/4/21 - 2/8/21	2/9/21 - 5/7/21	N/A	5/10/21
Diane Phelan Medical	Kelly Resource Room	11/9/20* - 11/20/20 (EPSLA) □ 11/23/20 - 11/30/20 sick	N/A	12/1/20 - 2/28/21	3/1/21

\*start date of leave is contingent upon official commencement of in-person instruction with students present and/or a leave replacement is approved

□EPSLA - 2/3 of regular pay up to \$200 per day

▶EPSLA - regular pay with maximum of \$511 per day

■EFMLEA - 2/3 of regular pay up to \$200 per day

- 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
Michele Ahrens Personal	Edison Lunch Aide	N/A	N/A	9/21/20 - 11/8/20	11/9/20

Paul Casolaro Medical	WOHS Security Guard	7/1/20 - 10/30/20 amended	N/A	N/A	11/2/20 amended
Barbara Gayle Thomas Medical	Transportation Bus Monitor Part-time	9/10/20 - 9/30/20 a.m. only	9/30/20 p.m. only - 10/7/20 amended	N/A	10/8/20 amended
Lisa Okyle FMLA	Kelly Paraprofessional	N/A	11/9/20* - 2/5/21	N/A	2/8/21
Donna Pfarr Medical	Kelly Paraprofessional	11/9/20* - 6/17/21	6/18/21 - 6/23/21	N/A	9/1/21
Sandra Stein Medical	WOHS Clerical Aide	9/1/20 - 10/19/20 a.m. only	10/19/20 p.m. only - 11/4/20 amended	N/A	11/9/20 amended
Alice Wigler Personal	Kelly Paraprofessional	11/23/20 - 11/25/20	N/A	11/9/20* - 11/20/20 11/30/20* - 12/4/20	12/7/20

\*start date of leave is contingent upon official commencement of in-person instruction with students present

**5. Transfer(s) / Reassignment(s):**

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

Name	From	Position	To	Position	Effective Date
Margie Cummings	BMELC / Transportation	Custodian Night-shift 11-000-262-110-00-08-300 11-000-262-110-00-15-180	St. Cloud	Custodian Night-shift 11-000-262-110-00-14-170	10/27/20
Elise Norwitz	Central Office Payroll	Administrative Assistant 11-000-251-100-00-50-000	Central Office Buildings & Grounds	Administrative Assistant 11-000-262-105-00-00-000	10/27/20

**Personnel - Item 3i**

**MOTION: Mr. Rothstein**

**SECOND: Mrs. Tunncliffe**

**VOTE: 4-0-1 (RC)**

Abstain  
Merklinger

Yes  
Rothstein

Yes  
Tunncliffe

Yes  
Trigg-Scales

Yes  
Alper

**Personnel - Items 1 through 5, with the exception of the above**

**MOTION: Mr. Rothstein**

**SECOND: Mrs. Tunncliffe**

**VOTE: 5-0 (RC)**

Yes  
Merklinger

Yes  
Rothstein

Yes  
Tunncliffe

Yes  
Trigg-Scales

Yes  
Alper

**B. CURRICULUM AND INSTRUCTION**

1. Recommend approval of Applications for School Business requests. (Att. #7)
2. Recommend approval for student teaching for the 2020-2021 school year (Att. #8)
3. Recommend approval of Affiliation Agreement between West Orange School District and Seton Hall University through its College of Education and Human Services Department of Professional Psychology and Human Therapy for student teaching and field experience placement for the 2020-2021 school year. (Att. #9)

4. Recommend approval of the 2020-2021 annual Program of Study/Textbooks. (Att. #10)
5. Recommend approval of the Curriculum for the 2020-2021 school year:

Department	Title of Curriculum
ELA 6-12	Introduction to Journalism
	Yearbook

6. Recommend approval for WOHS Assistant Principal Lesley Chung to conduct research for the 2020-2021 school year as a Doctoral Student attending Caldwell University, 120 Bloomfield Avenue, Caldwell, NJ 07006. All participant responses remain anonymous and no identifiable data will be collected.

#### **Curriculum and Instruction - Item 1 - Merklinger**

**MOTION:** Mrs. Trigg-Scales                      **SECOND:** Mrs. Merklinger                      **VOTE:** 4-0-1 (RC)

<u>Abstain</u> Merklinger	<u>Yes</u> Rothstein	<u>Yes</u> Tunnicliffe	<u>Yes</u> Trigg-Scales	<u>Yes</u> Alper
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#### **Curriculum and Instruction - Item 1 - Rothstein**

**MOTION:** Mrs. Trigg-Scales                      **SECOND:** Mrs. Merklinger                      **VOTE:** 4-0-1 (RC)

<u>Yes</u> Merklinger	<u>Abstain</u> Rothstein	<u>Yes</u> Tunnicliffe	<u>Yes</u> Trigg-Scales	<u>Yes</u> Alper
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#### **Curriculum and Instruction - Item 1 - Tunnicliffe**

**MOTION:** Mrs. Trigg-Scales                      **SECOND:** Mrs. Merklinger                      **VOTE:** 4-0-1 (RC)

<u>Yes</u> Merklinger	<u>Yes</u> Rothstein	<u>Abstain</u> Tunnicliffe	<u>Yes</u> Trigg-Scales	<u>Yes</u> Alper
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#### **Curriculum and Instruction - Item 1 - Trigg-Scales**

**MOTION:** Mrs. Trigg-Scales                      **SECOND:** Mrs. Merklinger                      **VOTE:** 4-0-1 (RC)

<u>Yes</u> Merklinger	<u>Yes</u> Rothstein	<u>Yes</u> Tunnicliffe	<u>Abstain</u> Trigg-Scales	<u>Yes</u> Alper
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#### **Curriculum and Instruction - Item 1 - Alper**

**MOTION:** Mrs. Trigg-Scales                      **SECOND:** Mrs. Merklinger                      **VOTE:** 4-0-1 (RC)

<u>Yes</u> Merklinger	<u>Yes</u> Rothstein	<u>Yes</u> Tunnicliffe	<u>Yes</u> Trigg-Scales	<u>Abstain</u> Alper
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#### **Curriculum and Instruction - Items 1 through 6, with the exception of the above**

**MOTION:** Mrs. Trigg-Scales                      **SECOND:** Mrs. Merklinger                      **VOTE:** 5-0 (RC)

<u>Yes</u> Merklinger	<u>Yes</u> Rothstein	<u>Yes</u> Tunnicliffe	<u>Yes</u> Trigg-Scales	<u>Yes</u> Alper
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**C. FINANCE****a.) Special Services**

1. Recommend approval for the following out of district placements for the 2020-2021 school year:

Student #	Placement	Tuition	Budgeted/Unbudgeted
2506098	New Beginnings	1:1 Aide Services: \$33,600.00 160 days @ \$210.00/day	Unbudgeted
1505005	Windsor Learning Center *Transferred from Shepherd School	Tuition: \$49,266.00 153 days @ \$322.00	Budgeted

2. Recommend approval of tuition contracts with Essex County Vocational Technical Schools, Newark, NJ for the 2020-2021 school year as follows:

Student #	Program	Tuition	Budgeted/Unbudgeted
1801049	General Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
1004085	General Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
1901039	General Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
1901038	General Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
1005051	General Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
1801085	General Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
2906010	General Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
1008005	General Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
2001029	Special Education Full Time, West Caldwell Tech	\$9,104.00	Budgeted
1305078	Special Education Full Time, West Caldwell Tech	\$9,104.00	Budgeted
1209077	Special Education Shared Time, West Caldwell Tech	\$4,552.00	Budgeted
1206087	Special Education Shared Time, West Caldwell Tech	\$4,552.00	Budgeted
1109001	Special Education Shared Time, West Caldwell Tech	\$4,552.00	Budgeted
1005053	Special Education Shared Time, West Caldwell Tech	\$4,552.00	Budgeted
1108020	Special Education Shared Time, West Caldwell Tech	\$4,552.00	Budgeted

3. 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	\$66,028.45	\$62,771.00	\$3,257.45

4. Recommend approval of services for Translator at Special Services Meetings.

Company	Description	Cost	Not to Exceed
Para-Plus Translations, Inc. 2 Coleman Avenue Cherry Hill, NJ 08034	Arabic Interpreter - Video Remote (Annual Review Meeting)	\$89.50/hour	\$895.00

5. Recommend approval for the following service providers for evaluations for the 2020-2021 school year:

ID Number	Provider	Type of Service	Not to Exceed
1207142	Dr. L. Hanes & Associates	Psychological Assessment/Report	\$450.00
	ACES: Assessments, Counseling, and Educational Services	Educational Assessment & Report	\$900.00
	Supreme Consultants	Occupational Therapy Assessment/Report	\$600.00
		Speech Language Assessment Report	\$600.00

6. Recommend approval for the following service providers for the 2020-2021 school year:

Provider	Type of Service	Cost	Not to Exceed	Budgeted/Unbudgeted
Gingerbread Kidz LLC Dr. Isabel Carotenuto	Pediatric Neurodevelopmental Evaluation/Report	\$490.00 per evaluation	\$10,000	Budgeted

b.) **Business Office**

1. Recommend approval of the 10/26/2020 Bills List:

Payroll/Benefits	\$ 8,364,590.45
Transportation	\$ 4,291.00
Tuition (Spec. Ed./Charter)	\$ 525,512.13
Instruction	\$ 251,661.75
Facilities/Security	\$ 652,615.65
Capital Outlay	\$ 483,180.00
Grants	\$ 229,732.95
Food Service	\$ 135,405.19
Support Svcs/Co-Curricular/Athletics/Misc.	\$ 365,503.98
	\$11,012,498.10

2. Recommend approval of September 2020 transfers within the 2020-2021 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Att. #11)

3. Secretary's Report - Acceptance and Certification - September 2020



Recommend that the West Orange Board of Education accept the Board Secretary’s financial report for the month of September 2020, 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. #12)

4. Report of the Treasurer of School Monies - September 2020

Recommend that the West Orange Board of Education acknowledge and accept the Report of the Treasurer of School Monies for the month of September 2020, which report is in agreement with the Secretary’s Report. (Att. #13)

5. Recommend approval of Non-Public State Aid for the 2020-2021 school year as follows:

School	Security Aid	Nursing Aid (Revised)
Golda Och Academy-Lower School	\$ 38,150.00	\$22,236.00
Golda Och Academy-Upper School	\$ 43,225.00	\$25,194.00
Playhouse	\$ 1,050.00	\$ 612.00
Seton Hall Prep	\$168,700.00	\$98,328.00
<b>Total:</b>	<b>\$251,125.00</b>	<b>\$146,370.00</b>

6. Recommend acceptance of the following donations/awards:

Donor	Recipient	Donation
Frank Hughes in memory of Katherine C. Pollara	Kelly School	\$100 for the purchase of library books
Faisal Khan in memory of Lisa Bardhan	Kelly School	\$500

7. Recommend approval of the following resolution:

**Whereas**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting required maintenance activities for each of its public school facilities; and

**Whereas**, the required maintenance activities as listed in the attached document for the various school facilities of the West Orange Public School District are consistent with these requirements; and

**Whereas**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

**Now, Therefore, Be It Resolved**, that the West Orange Board of Education hereby authorizes the Business Administrator/Board Secretary to submit the attached

Comprehensive Maintenance Plan and M-1 Form for the West Orange Public School District in compliance with Department of Education requirements, as detailed in the attached and made a part of the minutes. (Att. #14)

- 8. Recommend approval of goals and calendar for the development of the 2021-2022 district budget: (Att. #15)

**Finance - Special Services Items 1 through 6; Business Office Items 1 through 8**

**MOTION:** Mrs. Tunncliffe                      **SECOND:** Mrs. Trigg-Scales                      **VOTE:** 5-0 (RC)

<u>Yes</u> Merklinger	<u>Yes</u> Rothstein	<u>Yes</u> Tunncliffe	<u>Yes</u> Trigg-Scales	<u>Yes</u> Alper
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**D. REPORTS**

- 1. Superintendent recommends to the Board of Education acceptance of the HIB Report ending October 26, 2020.

**Reports**

**MOTION:** Mrs. Merklinger                      **SECOND:** Mrs. Trigg-Scales                      **VOTE:** 5-0 (RC)

<u>Yes</u> Merklinger	<u>Yes</u> Rothstein	<u>Yes</u> Tunncliffe	<u>Yes</u> Trigg-Scales	<u>Yes</u> Alper
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**VIII. PETITIONS AND HEARINGS OF CITIZENS**

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

**X. NEXT BOARD MEETING to be held at 6:00 p.m. on November 4, 2020 virtually.**

**XI. ADJOURNMENT at 10:28 p.m.**

**Respectfully submitted,**

**John Calavano, Board Secretary**