

WEST ORANGE BOARD OF EDUCATION
Public Board Meeting – 6:00 p.m. – March 14, 2011
Administration Building
179 Eagle Rock Avenue

AGENDA

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

- II. NOTICE OF MEETING:**

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

 - A. That a written notice was sent from the Office of the Secretary of the Board at 4:00 p.m. on May 4, 2010.**
 - B. That said notice was sent by regular mail to the West Orange Township Clerk and by e-mail to 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 February 28 and March 2, 2011 (Att. #1)**

- IV. SUPERINTENDENT’S AND/OR BOARD’S REPORTS**
 - A. Superintendent Mid-Year Report**

- V. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS**
 - A. PERSONNEL**

1. Appointments

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

Instructors for the NJ ASK Preparation Program:

- Rescind Steven Brochstein
- Appoint Ken Nolan
- Rescind Lauren Porter, Grade 8 Mathematics
- Appoint Lisa Dally, Grade 8 Mathematics

Staff to provide home instruction on an “as needed” basis for the 2010-2011 school year (Att. #2)

2. Leave(s) of Absence

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

David Shiffer, Custodian, WOHS, extension of medical leave of absence until 3/14/11

Cynthia DiGiovanna, Math Teacher, Edison School, medical leave of absence, effective 2/8/11 until released by physician

3. Transfers

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

Special Education Personnel as per the specifications in the attached (Att. #3)

Juan Saker, Custodian, WOHS, to Custodian, Mt. Pleasant School, effective 3/21/11

Brano Micic, Custodian, Mt. Pleasant School, to Custodian, WOHS, effective 3/21/11

B. CURRICULUM AND INSTRUCTION

1. Recommend approval of Field Trip requests for the 2010-2011 school year (Att. #4)
2. Recommend approval of extended single session for Redwood School on June 23, 2011.
3. Recommend approval of the formation of the following two Career and Technical Student Organization at WOHS for the 2011-2012 school year as required by the Office of Career and Technical Education for Perkins funding. Stipends for faculty advisors will be paid by the Perkins Grant at the stipulated contractual rate.
 - Skills USA
 - Family, Career and Community Leaders of America

C. FINANCE

1. Recommend approval of the 3/14/11 Bills Lists: (Att. #5)

Payroll/Benefits	\$ 6,826,161.99
Transportation	\$ 525,699.33
Special Ed. Tuition	\$ 311,376.55
Instruction	\$ 140,761.75
Facilities	\$ 142,748.99
Capital Outlay	\$ 99,105.73
Grants	\$ 179,696.39
Food Service	\$ 2,601.15
Textbooks/Supplies/Athletics/Misc.	\$ 110,808.10
	<u>\$ 8,338,959.98</u>

2. Recommend approval of G.R.E.A.T. Program, a Law Enforcement and Educational Agency Agreement and initiative, designed to provide the knowledge, attitude and skills necessary to resist the pressures of gangs and their influence. (Att. #6)
3. Recommend approval of Joint Transportation Agreement with Sussex County Regional Cooperative for the 2011-2012 school year (Att. #7)
4. Recommend approval of tuition and transportation for student for the 2010-2011 school year, retroactive to 2/28/11, in the amount of \$30,237.86 (Att. #8)

5. **Recommend approval of agreement with Essex Regional Educational Services to provide nursing services during the NJ ASK tutoring sessions, for medically compromised students, in an amount not to exceed \$1,680 (Att. #9)**

D. REPORTS

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

VII. MOTION FOR THE NEXT BOARD MEETINGS to be held at 6:00 p.m. on March 28 and April 4, 2011 at the Administration Building.

VIII. PETITIONS AND HEARINGS OF CITIZENS

IX. ADJOURNMENT

WEST ORANGE PUBLIC SCHOOLS
DEPARTMENT OF STUDENT SUPPORT SERVICES

Public Agenda
Date: 3/14/11
Attachment # 2

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

MS. ELIZABETH MADDALENA, DIRECTOR

MS. CONSTANCE SALIMBENO, SUPERVISOR, PRESCHOOL, K-8

MRS. DAWN RIBEIRO, SUPERVISOR, 9-12

MEMORANDUM

DATE: March 4, 2011

TO: Anthony Cavanna, Superintendent

FROM: Elizabeth Maddalena, Director
Student Support Services

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

Recommend approval for the attached list of staff to provide home Instruction, on an "as needed" basis, for the 2010-2011 school year.

EM: idg

C: Peggy Simmons, Payroll Dept.
Denise Keastead, Payroll Dept.
Kathy Papa

Applicants to provide Home Instruction – 2010-2011 School Year

District Employees

<u>Name</u>	<u>Where Employed</u>	<u>Certifications</u>
Carrera, Anton	Edison	HQT: English
Dandrea, Rachel	Liberty	HQT: Elemen.; English/Reading
Duca, Daniel	WOHS	HQT: Physical Science
Fernandez-Perez, Madelaine	WOHS	HQT: HSPA Proctoring
Figueiredo, Michael	WOHS	HQT: Social Studies
Galati, Theresa	Mt. Pleasant	HQT: Elemen./Special Ed.
Guzman, Rosa	WOHS	HQT: Spanish
Horwitz, Jane	Liberty	HQT: Social Studies
Jemas, Stella	Gregory	HQT: Elementary Ed K-8
Kelly, Danielle	Liberty	HQT: Science/Special Ed.
Miskimon, Timothy	WOHS	HQT: History
Pallante, Louis	WOHS	HQT: HSPA Proctoring
Porreca, Karen	Mt. Pleasant	HQT: Elementary Ed.

HUMAN RESOURCES DEPARTMENT

**EMPLOYEE TRANSFERS/REASSIGNMENTS
 FOR THE 2010-2011 SCHOOL YEAR**


Administrative recommendations for transfers/reassignments should be reported to Director of Human Resources using the form below. An Employee Transfer Confirmation form must be signed and submitted by the employee. Building lateral moves should also be reported on this transfer/reassignment form.

Employee Being Transferred	From		To		Effective Date of Transfer
	Location	Grade/Subject	Location	Grade/Subject	
Aides:					
Mistreta, Nick	Gregory	LLD 11.204.100.106.19.59	½ AM Mt. Pleasant ½ PM Washington	LLD 11.204.100.106.19.59	02/28/11

*Information provided will be used to update and maintain the Systems 3000 Visual Personnel Database. **Copy of this form will be sent to the Technology Department for updating e-mails distribution lists.**

*The Public Schools
West Orange, New Jersey*

Public Agenda
Date: 3/14/11
Attachment # 4

To: Dr. Anthony Cavanna, Superintendent
From: Donna Rando Ed.D., Assistant Superintendent 
Date: March 4, 2011
Re: Field Trips

Please place the following on the March 14, 2011 West Orange Board of Education Meeting Agenda under *Curriculum and Instruction*.

“Recommend acceptance of field trip requests submitted for Board of Education approval.”

See attached.

Thank you.

C: M. Kenney
P. Nicholais

**Field Trip Requests
March 14, 2011**

School	Destination	Course/Grade	Teacher	Describe How Activity Relates to Curriculum	Transportation Cost	Source of Funds (i.e., District, School, PTA, Student Activity Account, Student)
Gregory	Trenton	Grade 4	All	Social Studies: State House	\$1,650	Students
Redwood	Liberty Science Ctr.	Grade 4	Mermelstein	Science	\$630	Students
Redwood	Spirit Cruises	Grade 5	Montanez	5th Grade Cruise	\$1,150	PTA 5th Grade Fund
Liberty	United Nations, NYC	Unity Club/Stud. Council	Todd, Ameres	Similarities/Differences from the US	\$315	Students
Liberty	WOHS	Grade 8	Grade 8 Teams	Graduation Practice	\$788	District
Liberty	Gimmy Dunkel Pool	Grade 8	Grade 8 Teams	Pool Party	\$1,575	District
WOHS	Mayfair Farms	The Royal Strings	Peres	Performance: West Orange Rotary	\$0	District
WOHS	NJPAC	Tri-M Music Honor Society	Kelly	Performance: Boston Symphony	\$550	Students
WOHS	SONY, NYC	Business Students	Dunlap	Visit Technology Lab	\$462	Students

LAW ENFORCEMENT AND EDUCATIONAL AGENCY AGREEMENT



**Choose to
Be G.R.E.A.T.!**

The G.R.E.A.T. Program is a school-based curriculum developed by a multidisciplinary team of law enforcement personnel, educators, child psychologists, and university researchers. The success of G.R.E.A.T. depends largely on the commitment of the local school/school district/after-school program and the local law enforcement agency, who work together to combat gang problems through prevention training. The signing of this agreement establishes the mutual commitment between the school or after-school program and law enforcement agency personnel to provide our children with the knowledge, attitude, and skills necessary to resist the pressures of gangs and their influence.

Each community is unique in its needs and resources. This formal agreement should reflect that uniqueness. With that in mind, the items on the following pages must be agreed upon.

Keep a copy of this agreement for your records. This form must be completed with signatures from each participating agency and renewed and submitted to the G.R.E.A.T. National Program Office annually. THIS AGREEMENT IS VALID ONE YEAR FROM THE DATE OF THE LAW ENFORCEMENT AGENCY SIGNATURE.

Please mail or fax the agreement to: G.R.E.A.T. Program Training Coordinator, Institute for Intergovernmental Research, Post Office Box 12729, Tallahassee, Florida 32317; Phone Number (800) 726-7070; Fax (850) 386-5356.

PRIVACY ACT INFORMATION

This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), December 31, 1974, relative to the collection of information for registration in a training program conducted by the G.R.E.A.T. Program.

1. **AUTHORITY:** Sections 1302, 3301, 3304, and 7201 of Title 5, United States Code, 42 U.S.C. 4222; 5 U.S.C. 301; and 46 F.R. 16586.
2. **PURPOSE:** To obtain information from state and local government personnel making application to a program conducted by G.R.E.A.T. for the purpose of student registration and program information.
3. **ROUTINE USES:** Disclosure upon request to the individual, to the individual's parent agency, or to any other individual or agency at the request of the individual to the G.R.E.A.T. staff or other governmental official is on a need-to-know basis.
4. **EFFECT OF NONDISCLOSURE:** Disclosure of your social security number, which is solicited under the authority of Executive Order 9367, is also voluntary, and no right, benefit, or privilege by law will be denied as a result of not disclosing it. Not providing all or any part of the requested information may result in the application not being registered for the requested program.

THE LAW ENFORCEMENT AGENCY IS WILLING TO:

- ❖ Ensure that a certified G.R.E.A.T. officer will be available to teach all scheduled presentations. It shall be the responsibility of the law enforcement agency to make every effort to find a qualified substitute or make arrangements with the school to reschedule a class if the G.R.E.A.T. officer is unavailable to teach for any reason.
- ❖ Regularly meet with school representatives to evaluate program needs.
- ❖ Ensure that G.R.E.A.T. officers are appropriately attired and present a professional manner.
- ❖ Select only the best candidates for assignment to the G.R.E.A.T. Program.
- ❖ Allow G.R.E.A.T. officers time to provide orientation to the school staff.
- ❖ Allow G.R.E.A.T. officers time for informal interaction with the children.
- ❖ Allow G.R.E.A.T. officers time to properly prepare for their classroom activities.
- ❖ Allow G.R.E.A.T. officers to participate in in-service activities.
- ❖ Commit the G.R.E.A.T. officer's supervisor to periodically visit classes and evaluate officer performance.
- ❖ Replace the G.R.E.A.T. officer for cause (e.g., poor performance, resignation, unacceptable behavior).
- ❖ Make every effort to have the assigned G.R.E.A.T. officer fulfill classroom commitments.

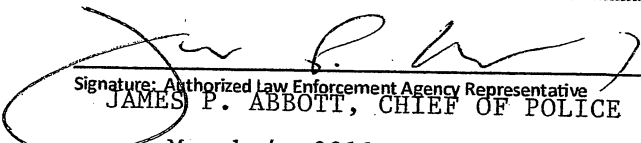
THE AGREEMENT

We, the undersigned, are committed to work together to provide the G.R.E.A.T. curriculum to the children of our community. We have considered and have agreed upon the issues outlined in this Law Enforcement and Educational Agency Agreement. The details of our agreement have been recorded. Both the law enforcement agency and the school/school district/after-school program have a copy of the agreement on file.

WEST ORANGE POLICE DEPARTMENT

Name of Law Enforcement Agency

Date: March 4, 2011

Signature: 
Authorized Law Enforcement Agency Representative
JAMES P. ABBOTT, CHIEF OF POLICE

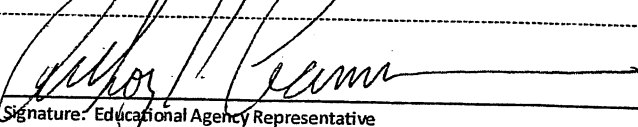
Title: March 4, 2011

THE SCHOOL/SCHOOL DISTRICT IS WILLING TO:

- ❖ Ensure that the G.R.E.A.T. officer will be allowed the allotted time for formal lessons.
- ❖ Treat the G.R.E.A.T. officer as a staff member rather than a "guest speaker."
- ❖ Invite the G.R.E.A.T. officer to attend faculty meetings.
- ❖ Provide bulletin board space for the display of G.R.E.A.T.-related items.
- ❖ Provide space for the G.R.E.A.T. officer to facilitate the out-of-classroom responsibilities.
- ❖ Coordinate scheduling with the G.R.E.A.T. officer and his/her supervisor.
- ❖ Provide regular feedback to the law enforcement agency concerning G.R.E.A.T. instructor performance.
- ❖ Schedule orientation time for the school staff.
- ❖ Schedule parent presentations.
- ❖ Refrain from calling upon the G.R.E.A.T. officer to perform law enforcement duties, except in emergencies.
- ❖ Regularly meet with the law enforcement agency to evaluate program needs.
- ❖ Permit the G.R.E.A.T. officer to have access to the playground and cafeteria to allow for informal interaction with the students.
- ❖ Allow for use of audiovisual equipment for G.R.E.A.T. presentations.
- ❖ Permit the G.R.E.A.T. officer to make reasonable homework assignments.
- ❖ Reinforce the G.R.E.A.T. curriculum throughout the week by integrating program concepts into other subject areas (spelling, essays, etc.).
- ❖ Permit the G.R.E.A.T. officer to administer a pre- and postcourse questionnaire to students.
- ❖ Make every effort to have the assigned G.R.E.A.T. officer fulfill classroom commitments.

THE AGREEMENT

We, the undersigned, are committed to work together to provide the G.R.E.A.T. curriculum to the children of our community. We have considered and have agreed upon the issues outlined in this Law Enforcement and Educational Agency Agreement. The details of our agreement have been recorded. Both the law enforcement agency and the school/school district/after-school program have a copy of the agreement on file.

<u>West Orange Public Schools</u> Name of School/School District	 Signature: Educational Agency Representative
Date: <u>March 4, 2011</u>	Title: <u>Superintendent of Schools</u>

If applicable:	
 Name of After-School Program (e.g., PAL, Boys & Girls Club)	 Signature: After-School Program Director
Date: _____	Title: _____

SUSSEX COUNTY REGIONAL COOPERATIVE
PO BOX 1029
HOPATCONG, NJ 07843

RESOLUTION FOR PARTICIPATION IN JOINT TRANSPORTATION AGREEMENT

WHEREAS, the following Boards of Education: Hopatcong Borough, Allamuchy, Andover Regional, Bayonne, Bergenfield, Bethlehem Twp., Blairstown, Bloomsbury, Byram Township, Caldwell/West Caldwell, Califon, Cedar Grove, Chester Twp., Clifton, Dover, East Orange, Essex Regional Educational Services, Fair Lawn, Fairfield, Florham Park, Franklin Borough, Franklin Twp./Warren, Franklin Twp./Somerset, Fredon Twp., Great Meadows, Green Twp., Greenwich, Hackensack, Hackettstown, Hamburg Borough, Hampton Twp., Hardyston Twp., Harmony Twp., High Point Reg. H.S., Hope, Hunterdon Central, Jefferson Twp., Jersey City, Kinnelon, Kittatinny Reg., Lafayette Twp., Lenape Valley Regional, Linden, Livingston, Lopatcong, Mansfield, Mendham Borough, Mendham Twp., Middletown Twp., Millburn, Montague, Morris Plains, Morris School District, Morris County Education Services Commission, Mount Arlington, Mount Olive, Mt. Lakes, Netcong, Newton, North Caldwell, North Hunterdon, North Plainfield, North Warren, Nutley, Ogdensburg, Orange, Oxford, Park Ridge, Paterson, Ramapo Indian Hills, Randolph, Roseland, Roxbury, Secaucus, Somerset Hills, South Hackensack, South Orange/Maplewood, Sparta Twp., Stanhope, Tewksbury, Toms River, Union City, Vernon Twp., Verona, Warren County Special Services School District, Warren Hills, Washington Borough, Washington Twp./Morris, Washington Twp./Warren, Watchung, Wayne, West Essex, West Milford, West Morris Reg., West Orange, White Twp., and _____ desire to transport students to specific destinations ,

WHEREAS, the Hopatcong Borough Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation to a public school in order to attempt to achieve the maximum cost effectiveness;

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Cooperative.

NOW THEREFORE, BE IT RESOLVED by the West Orange Board of Education that pursuant hereto, the President and Secretary of the West Orange Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the West Orange Board of Education and the Sussex County Regional Cooperative for the coordination of transportation of public school students to their specific destinations upon the following terms and conditions:

1. The West Orange Board of Education shall pay to the Sussex County Regional Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal two percent (2.0%) of the West Orange Board of Education's actual cost paid for transportation of public school students to specific destination during the 2011-2012 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

	<u>Payment Due</u>
2.0% Administrative Fees.	07\31\11
(100% of estimated fees)	
Initial Deposit	07\31\11
(20% of estimated charges)	
20% of current annual charges.	10\31\11

20% of current annual charges. 12\31\11
20% of current annual charges. 02\28\12
20% of current annual charges. 04\30\12
June - plus or minus final adjustments

*All 2011 summer routes shall be billed upon completion of transportation.

2. The Sussex County Regional Cooperative will provide the following services:

- a. routes coordinated with other districts to attempt to achieve a maximum cost reduction while maintaining a realistic capacity and travel time (see "Attachment A" for cost calculations);
- b. statements prepared on appropriate vouchers according to the above schedule delineating costs per route;
- c. computer print-outs of student lists for all routes coordinated by the Sussex County Regional Cooperative for the ASSA reporting deadlines;
- d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
- e. timely review and revision of routes;
- f. provide transportation within three days or sooner after receipt of the formal written request;
- g. timely submission of contracts, renewals or addenda to the county office for approval.

3. The West Orange Board of Education will provide the Sussex County Regional Cooperative with the following:

- a. requests for public school student information for routing and assigning to approved bus stop locations on an approved format, completed in full and signed by West Orange Board of Education Secretary or other designated district personnel;
- b. withdrawal for public school students that may decrease route mileage are to be completed in full and signed by the West Orange Board of Education Secretary or other designated district personnel; no billing adjustment will be made without this completed form; and
- c. strict adherence to the above payment schedule.

4. Additional Cost - all additional costs generated by unique requests, including but not limited to mid-day runs, early dismissals, change in number of children being transported on each route, or change in mileage during the year, will be borne by the West Orange Board of Education.

5. Length of Agreement - This agreement and obligations and requirements therein shall be in effect between July 1, 2011 and June 30, 2012.

6. It is a condition of this agreement that it shall automatically be renewed annually without amendment and may not be terminated without a notice by certified mail, return receipt requested having been delivered to the Secretary of either party hereto at least 180 days before June 30 of any year. In the event this agreement is renewed, the consideration to be paid to the Sussex County Regional Cooperative set forth in Paragraph 1 hereof, shall be revised to equal two percent (2.0%) of the West Orange Board of Education's actual cost paid for transportation of public school students to a specific destination during the prior year.

7. The Hopatcong Borough Board of Education under the name of Sussex County Regional Cooperative accepts no responsibility for a pupil's use of arranged transportation or attendance on an established route. Once assigned to a route, the billing for the pupil's reserved seat will continue until the Sussex County Regional Cooperative is otherwise notified in writing to delete the pupil for the assigned route.

8. Entire Agreement - This agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.

9. It is a condition of this agreement that a representative from each applicable position: School Business Administrator/School Board Secretary, Special Services Director, and Transportation Supervisor attend at least one (1) Sussex County Cooperative meeting on an annual basis to promote and provide effective and efficient transportation services.

AUTHORIZED SIGNATURES

HOPATCONG BOARD OF EDUCATION
(SUSSEX COUNTY REGIONAL COOPERATIVE)
ATTEST:

BOARD OF
EDUCATION
ATTEST:

Board President Date

Board President Date

Board Secretary Date

Board Secretary Date

County Superintendent Date

County Superintendent Date