

**WEST ORANGE BOARD OF EDUCATION**  
**Public Board Meeting - 7:00 p.m. – February 26, 2018**  
**West Orange High School**  
**51 Conforti 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 January 9, 2018.
  - 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. EXECUTIVE SESSION**

**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.
- IV. PUBLIC SESSION AT 8:00 P.M.**
- V. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF January 22, 2018 and February 2 and 12, 2018 (Att. #1)**
- VI. SUPERINTENDENT/ BOARD REPORTS**
  - A. Honors Presentation
  - B. Safety & Security Forum: February 28 7:00PM WOHS Auditorium
  - C. HIB Report
  - D. Athletic/Extracurricular Update
- VII. QUESTIONS FROM THE PUBLIC ON AGENDA ITEMS**
- VIII. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS**
  - A. PERSONNEL**
    - 1. Resignations / Retirements

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

Name	Location	Position	Reason	Effective Date
Amparo Olaya	Transportation	Bus Monitor Part-time	Resignation	2/28/18

## 2. Rescissions

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

Name	Location	Position	Effective Date
Marisa Mitchell	WOHS	Special Education/Biology	2/13/18
Beth Spector	BMELC	Leave of Absence as Part-time Paraprofessional	2/20/18

## 3. 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
Karen Deas	Central Office	Supervisor Special Education, K-5	Gogerty reassigned	MA	N/A	\$117,500 prorated	4/16/18 - 6/30/18*
Teresha Hughes	Liberty	Special Education/Math Long Term Substitute	Bley	BA	3	\$277 per diem	1/2/18 - 3/26/18 amended
Yuleivys Pita-Camacho	WOHS	Spanish Extended Assignment Substitute	Carrera	N/A	N/A	\$180 per diem	1/2/18 - 3/23/18 amended
Kelly Venezia	WOHS	School Counselor Leave Replacement	Rosen	MA amended	3	\$59,202 prorated amended	2/1/18 - 6/30/18 amended

\*or sooner as determined by the Superintendent

- 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
Charlene Davis-Williams	St. Cloud	Clerical Aide	Camargo reassigned	N/A	N/A	\$18.71 per hour	2/27/18 - 6/30/18
Juanita Garvin	Gregory	Lunch Aide	Green	N/A	N/A	\$18.14 per hour	2/27/18 - 6/20/18

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

Name	Location	Position	Stipend / Rate of Pay	Effective Dates
Christella Jasmin	WOHS	French Honor Society	\$836 prorated	1/30/18 - 6/30/18
Dana Peart	WOHS	French Honor Society	\$836 prorated	9/1/17 - 1/29/18

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

Name	Location	Position	Stipend / Rate of Pay	Effective Dates
Craig Champagne	WOHS	General Detention	\$35 per diem as assigned	2017-2018
Amedeo Chirichiello	WOHS	General Detention	\$35 per diem as assigned	2017-2018
Cynthia Critelli	WOHS	General Detention	\$35 per diem as assigned	2017-2018
Denise DeCaito	Washington	Title I Parent Involvement Liaison	\$200 per diem 3 days per month not to exceed 4 months Funded by Title I	3/1/18 - 6/30/18
Julianna Jacobson OOD	WOHS	Stage Manager	\$25 per hour as assigned	2017-2018
Nicole Krulik	WOHS	After-School Visual & Performing Arts Immersion Program	\$73 per hour not to exceed 34 hours Funded by Title I	3/1/18 - 6/30/18
Francis Newman	WOHS	General Detention	\$35 per diem as assigned	2017-2018
Heather Yates	WOHS	General Detention	\$35 per diem as assigned	2017-2018

- e. Superintendent recommends approval to the Board of Education for adjustments for the following Board approved training level changes for WOECA certificated staff effective retroactive to September 1, 2017 and January 1, 2018 respectively. (Att. #2)
- f. Superintendent recommends approval to the Board of Education for the following mentor assignments:

Mentor	Provisional Teacher	Location	Stipend	Effective Dates
Rebecca Levy	Wendy Schenider	Kelly	\$275 amended	9/1/17 - 1/31/18 amended

- g. Superintendent recommends approval to the Board of Education for the following substitute appointment(s) at the appropriate substitute rates for 2017-2018:

Name	Certification Code	Teacher	Paraprofessional	Administrative Assistant	Lunch Aide	Nurse	Custodian
Lisa Alston	Substitute	X					
Janice Anderson	Substitute	X					
Mary Ascherl	Substitute	X					
Diane Barnes	N/A						X
Erik Bugenhagen	Sustitute	X					
Marjhani Simpson	Substitute	X					
Finesia Walker	Standard		X				

**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
Marc Navata Personal	WOHS Mathematics	3/5/18 - 3/9/18	3/12/18 - 4/27/18	N/A	4/30/18
Hope Stewart Medical	WOHS Science	1/22/18 - 3/1/18	N/A	N/A	3/2/18
Jessica Viavattine Family	Washington Grade 4	2/20/18 - 4/13/18 amended	4/16/18 - 6/30/18 amended	N/A	9/1/18

- 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
John Diminich Medical	WOHS Custodian	1/29/18 - 3/23/18 a.m. only	3/23/18 p.m. only - 4/3/18	N/A	4/4/18
Bonnie Goodman Medical	Washington Paraprofessional	1/10/18 - 2/23/18 amended	N/A	N/A	2/26/18 amended
Dawn Habersham Personal	Hazel Lunch Aide	N/A	N/A	2/2/18 - 3/2/18	3/5/18
Andrew Holmes Medical	Transportation Bus Driver Part-time	N/A	N/A	1/12/18 - 2/18/18 amended	N/A
Antoinette Miller Medical	Kelly Paraprofessional	1/31/18 - 3/2/18	N/A	N/A	3/5/18
Rachel Mondalto Medical	St. Cloud Paraprofessional	9/6/17 - 2/28/18 amended	N/A	N/A	3/1/18 amended
Jennifer Rodriguez Personal	Transportation Bus Monitor Part-time	N/A	N/A	4/9/18 - 4/20/18	4/23/18

## 5. 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
Baerbara Solomon	Kelly	Paraprofessional	BMELC	Paraprofessional	2/27/18

## 6. Resolution to approve new contract: (Att. #3):

RESOLVED that the Board approve a new contract of employment for Jeffrey Rutzky effective for the period of July 1, 2018 through June 30, 2021, which has been reviewed and approved by the County Executive Superintendent in accordance with N.J.A.C. 6A:23A-3.1.

## B. CURRICULUM AND INSTRUCTION

1. Recommend approval for field trip(s) for the 2017-2018 school year (Att. #4)

2. Recommend approval of Applications for School Business requests (Att. #5)
3. Recommend approval of Engaged Instruction to provide 5 days of Professional Development for English Language Arts in the amount of \$6,000.
4. Resolution to approve the Summer Enrichment Program to operate between July 2, 2018 - July 27, 2018 at the full time rate of \$395.00, extended day rate of \$345.00 and part time rate of \$195.00.
5. Recommend approval of the Grade 6-8 Honors Program.

**C. FINANCE**

**a.) Special Services**

1. Recommend approval for the following out of district placements for the 2017-2018 school year:

Student #	Placement	Tuition	Budgeted/Unbudgeted
1010091	Celebrate the Children	Tuition: \$27,324.00 72 days @ \$379.50 Effective: 3/5/18	Budgeted
1311009	Morris-Union Jointure Commission	1:1 Aide: \$34,755.00 Effective: 2/8/18	Unbudgeted

2. Recommend approval for the following Specialist Evaluations for the 2017-2018 school year.

ID Number	Provider	Type of Service	Cost	Budgeted/Unbudgeted
1309056	Dr. Megan Brown Livingston Educational Center 748 Morris Turnpike Short Hills, NJ 07078	Psychological Evaluation	\$700.00 per evaluation	Budgeted
1309056	Jaime Lehrhoff, MA, LDTC Livingston Educational Center 748 Morris Turnpike Short Hills, NJ 07078	Educational Evaluation	\$500.00 per evaluation	Budgeted
1309056	Dr. Barry Katz West Essex Psychology Center, Inc. 513 West Mt. Pleasant Avenue Livingston, NJ 07039	Psychological Evaluation	\$350.00 per hour	Budgeted
2908098	Goryeb Children's Hospital Atlantic Health System Child Development & Autism Center 435 South Street Morristown, NJ 07062	Neurodevelopmental Evaluation	\$675.00	Budgeted
1010084	Good Talking People, LLC 111 Galway Place	Comprehensive Evaluation	\$2,000.00	Budgeted

	Teaneck, NJ 07666			
1605091	Kid Clan Services, Inc. 340 Main Avenue Clifton, NJ 07014	Bilingual Evaluation	\$450.00 per evaluation	Budgeted
1701097	Kid Clan Services, Inc. 340 Main Avenue Clifton, NJ 07014	Bilingual Evaluation	\$450.00 per evaluation	Budgeted
1711032	Kid Clan Services, Inc. 340 Main Avenue Clifton, NJ 07014	Bilingual Evaluation	\$450.00 per evaluation	Budgeted

3. Recommend approval of the Integrated Preschool Program (10 month morning or afternoon session) tuition rate \$300 per month for the 2017-2018 school year.
4. Recommend approval for the following tuition/extraordinary services adjustments for the 2016/2017 school year, as certified by the State of NJ Division of Administration and Finance:

School	Amount
Deron II - Montclair	\$1,232.00
Deron I - Union	\$1,649.00
Mountain Lakes	\$1,006.00
Mountain Lakes	\$2,506.00

**b.) Business Office**

1. Recommend approval of the 2/26/18 Bills List: (Att. #6)

Payroll/Benefits	\$ 7,884,656.09
Transportation	\$ 558,132.19
Tuition (Spec. Ed./Charter)	\$ 411,469.16
Instruction	\$ 30,790.35
Facilities	\$ 417,072.50
Capital Outlay	\$ 6,895.19
Grants	\$ 132,828.07
Food Service	\$ 9,423.95
ESIP	\$ 5,029.50
Support Svcs/Co-Curricular/Athletics/Misc.	<u>\$ 121,068.80</u>
	\$ 9,577,365.80

2. Recommend approval of 2018 Band Camp User Agreement with Pine Forest Camps, Greeley, PA, July 21-22, 2018, in the amount of 2,625.00.
3. Recommend approval to void the following checks from the indicated account(s):

School Account	
Check Number	Check Amount
38521	\$582.95
39674	\$60.00

Inservco Workers' Comp.	
Check Number	Check Amount
12100	\$650.00
12302	\$40.00

**D. MISCELLANEOUS**

1. Recommendation to approve the revised 2017-2018 District Calendar. (Att. #7)
2. Recommendation to approve the 2018-2019 District Calendar. (Att. #8)
3. Recommendation to approve the 2018-2019 Central Office Calendar. (Att. #9)
4. Recommendation to approve the 2018-2019 Transportation, Buildings & Grounds, Assistant Superintendent, Business Administrator, Superintendent Calendar. (Att. #10)

**E. REPORTS**

1. Superintendent recommends to the Board of Education acceptance of the HIB Report ending February 26, 2018.
2. **Harassment, Intimidation and Bullying**

“Whereas, pursuant to Board Policy and the requirements of N.J.S.A. 18A:37-17(b)(6)(c), at its meeting on February 12, 2018, the Superintendent reported HIB Incident Number(s) 042, 043, 045 to the Board; and

Whereas, on February 14, 2018 the parents and/or guardians of the students who are parties to the investigation received information about the investigation pursuant to N.J.S.A. 18A:37-17(b)(6)(d); and

Now, therefore, be it Resolved that the Board affirms the decision of the Superintendent concerning HIB Incident Number(s) 042, 043, 045 the 2017-2018 school year for the reasons conveyed to the Board.”

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

**X. NEXT BOARD MEETING to be held at 7:00 p.m. on February 27, 2018 at the Administration Building (Residency Hearings) and at 6:30 p.m. (Public Session at 8:00 p.m.) on March 12,**

**2018 at West Orange High School.**

**XI. PETITIONS AND HEARINGS OF CITIZENS**

**XII. ADJOURNMENT**



**WEST ORANGE BOARD OF EDUCATION**  
**Public Board Meeting - 8:00 p.m. - February 26, 2018**  
**West Orange High School**  
**51 Conforti Avenue**  
**Agenda Addendum**

**B. CURRICULUM AND INSTRUCTION**

**2. Recommend approval of Applications for School Business requests.**

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Conference</b>	<b>Dates</b>	<b>Amount</b>	<b>Funded</b>
Ron Bligh	Director of Athletics	WOHS	NJSIAA Individual State Wrestling Tournament Atlantic City, NJ	3/1/18 - 3/4/18	\$842.05	Local
Dave Joisil	Physical Education Teacher / Coach	WOHS	NJSIAA Individual State Wrestling Tournament Atlantic City, NJ	3/1/18 - 3/4/18	\$764.00	Local
Jeffrey Mazurek	Physical Education Teacher / Coach	WOHS	NJSIAA Individual State Wrestling Tournament Atlantic City, NJ	3/1/18 - 3/4/18	\$764.00	Local
Joe Spina	Special Education Teacher / Coach	WOHS	NJSIAA Individual State Wrestling Tournament Atlantic City, NJ	3/1/18 - 3/4/18	\$842.05	Local
Jason Tiseo	Coach	Out of District	Florida Coast Spring Training Camp Fort Pierce, FL	3/13/18 - 3/17/18	\$882.08	Local
Stephen Zichella	Coach	WOHS	NJSIAA Individual State Wrestling Tournament Atlantic City, NJ	3/1/18 - 3/4/18	\$1290.05	Local
Stephen Zichella	Coach	WOHS	Florida Coast Spring Training Camp Fort Pierce, FL	3/13/18 - 3/17/18	\$2952.08	Local



**CONTRACT OF  
EMPLOYMENT**

This Agreement, made this \_\_\_\_\_ day of February, 2018, between  
West Orange Board of Education in Essex County (hereinafter "the Board")

with offices located at 179 Eagle Rock Avenue

West Orange,

New Jersey 07052

and

Jeffrey Rutzky (hereinafter "the  
Superintendent")

**PREAMBLE**

**WITNESSETH**

**THIS EMPLOYMENT CONTRACT** replaces and supersedes all prior Employment Contracts between the parties hereto. Signature of this Contract constitutes assent to a rescission of any and all prior contracts, as well as agreement to the terms herein;

**WHEREAS**, the Board desires to employ the Superintendent as the Chief Education Officer of the school district; and,

**WHEREAS**, the Board desires to provide the Superintendent with a written employment contract in order to enhance administrative stability and continuity within the schools, which the Board believes generally improves the quality of its overall educational program; and,

**WHEREAS**, the Board and the Superintendent believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the education program of the schools; and,

**WHEREAS**, the Superintendent is the holder of an appropriate certificate as prescribed by the State Board of Education and as required by *N.J.S.A. 18A:17-17*;

**NOW, THEREFORE**, in consideration of the following mutual promises and obligations, the parties agree as follows:

## **ARTICLE I**

### **EMPLOYMENT**

The Board hereby agrees to employ Jeffrey Rutzky as Superintendent of Schools for the period of July 1, 2018 through 11:59 p.m. June 30, 2021. The parties acknowledge that this Contract must be approved by the Essex County Executive County Superintendent in accordance with applicable law and regulation.

## **ARTICLE II**

### **CERTIFICATION**

The parties acknowledge that the Superintendent currently possesses the appropriate New Jersey administrative certification and school administrator endorsement. (Attached as Exhibit A).

If, at any time during the term of this Contract, the Superintendent's certification is revoked, this Contract shall be null and void as of the date of the revocation. The

Superintendent will provide official course transcripts for all earned post-secondary degrees to the Board of Education. These transcripts will be kept on file in the Board office.

### **ARTICLE III**

#### **DUTIES**

In consideration of the employment, salary and fringe benefits established hereby, the Superintendent hereby agrees to the following:

A. To perform faithfully the duties of Superintendent of Schools for the Board and to serve as the Chief School Administrator in accordance with the laws of the State of New Jersey, Rules and Regulations adopted by the State Board of Education, existing Board policies and those which are adopted by the Board in the future. The specific job description adopted by the Board, applicable to the position of Superintendent of Schools, is incorporated by reference into this Contract. (Attached as Exhibit B).

B. To devote the Superintendent's full time, skills, labor, and attention to this employment during the term of this Contract; and further agrees not to undertake consultative work, speaking engagements, writing, lecturing, or other professional duties for compensation without written permission of the Board. Should the Superintendent choose to engage in such outside activities on weekends, on his vacation time, or at other times when he is not required to be present in the district, he shall retain any honoraria paid. The Superintendent shall notify the Board President in the event he is going to be away from the district on district business for two (2) or more days in any week. Any time away from the district that is not for district business must be arranged in accordance with provisions in this Contract

governing time off. The Board recognizes that the demands of the Superintendent's position require him to work long and irregular hours, and occasionally may require that he attend to district business outside of the district.

C. To assume the responsibilities for the selection, renewal, placement, removal, and transfer of personnel, subject to the approval of the Board, by recorded roll call majority vote of the full membership of the Board, and subject to applicable Board policies and directives. The Board shall not withhold its approval of any such recommendation for arbitrary or capricious reasons, all in accordance with *N.J.S.A.* 18A:27-4. 1.

D. To non-renew personnel pursuant to *N.J.S.A.* 18A:27-4. 1, and to provide a written statement of reasons for non-renewal upon proper request to the employee.

E. To study and make recommendations with respect to all criticisms and complaints, which the Board, either by committee or collectively, shall refer to him. The Superintendent shall have the right to contact the Board's attorney for legal assistance as the need arises in carrying out his duties.

F. To assume responsibility for the administration of the affairs of the school district, including but not limited to programs, personnel, fiscal operations, and instructional programs. All duties and responsibilities therein will be performed and discharged by the Superintendent, or by staff, at the Superintendent's direction.

G. To have a seat on the Board and have the right to speak (but not vote) on all issues before the Board in accordance with applicable law. The Superintendent shall attend all regular and special meetings of the Board, (except where a *Rice* notice has been served upon the Superintendent notifying him that his employment will be discussed in closed session, and

the Superintendent has not requested that the meeting be conducted in public, or where the Superintendent has a conflict of interest), and all committee meetings thereof, and shall serve as advisor to the Board and said committees on all matters affecting the school district.

H. To suggest, from time to time, regulations, rules, policies, and procedures deemed necessary for compliance with law and/or for the well-being of the school district.

I. To perform all duties incident to the Office of the Superintendent and such other duties as may be prescribed by the majority of the Board from time to time. The Superintendent shall, at all times, adhere to all applicable federal and state statutes, rules, regulations, and executive orders, as well as district policies and regulations.

#### **ARTICLE IV**

##### **SALARY AND BENEFITS**

A. Any adjustment in salary made during the life of this Employment Contract shall be in the form of an amendment and shall become part of this Employment Contract, but it shall not be deemed that the Board and the Superintendent have entered into a new employment contract.

1. Salary. The Board shall provide the following salary as part of the Superintendent's compensation:

a. Effective July 1, 2018, the Board and the Superintendent agree that the Superintendent shall receive a base salary of One Hundred Ninety-Six Thousand Five Hundred Eighty-Four (\$196,584.00) Dollars for the 2018-2019 school year, which includes the Five Thousand Dollar "high school salary increment," and thereafter two percent (2%) salary increases for each subsequent

contract year as follows: Two Hundred Thousand Five Hundred Sixteen Dollars (\$200,516.00) for the 2019-2020 school year; and Two Hundred Four Thousand Five Hundred Twenty-Six Dollars (\$204,526.00) for the 2020-2021 school year. The Superintendent's annual salary rate shall be paid to the Superintendent in accordance with the schedule of salary payments in effect for other certified employees.

2. In the event the salary cap regulations expire or are amended, the parties agree to negotiate a salary increase; any such salary increase shall be reflected in an addendum to this contract and shall be subject to the approval of the Executive County Superintendent.

3. Merit Increases. Effective July 1, 2018 the Superintendent may receive a merit bonus in addition to his annual base salary. The merit bonus will be based upon his achievement of quantitative merit criteria and/or qualitative merit criteria. In the 2018-2019 school year only, the majority of the Board and Superintendent shall agree on one (1) quantitative merit criteria for the 2018-2019 school year. Thereafter, for the 2019-2020 and the 2020-2021 school years, the majority of the Board and Superintendent may agree on up to three (3) quantitative merit criteria and two (2) qualitative merit criteria per contract year. The Executive County Superintendent shall approve or disapprove the selection of quantitative merit and/or qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and/or qualitative merit criteria. The Superintendent shall receive a merit bonus of 3.33% of his annual base salary for each quantitative merit criterion achieved, and a



merit bonus of 2.5% of annual base salary for each qualitative merit criterion achieved. The Board shall submit a resolution to the Executive County Superintendent certifying that the quantitative merit and/or qualitative merit criterion have been satisfied and shall await a confirmation of the satisfaction of that criterion from the Executive County Superintendent prior to payment of the merit bonus.

4. Notwithstanding the foregoing, no salary increase of any kind will take effect on midnight July 1, 2021 (the final day of this Contract) unless the parties have agreed to a contract extension and that extension has been approved by the Executive County Superintendent. The terms of the extension will govern all increases to take effect after July 1, 2021

5. Any renewal, extension, or modification of this Contract shall comply with the notice provisions of *P.L.2007, c. 53, The School District Accountability Act* and *N.J.A.C. 6A:23A-3.1, et seq.*

6. No Reduction in Salary/Compensation. During the term of this Employment Contract, including any extension hereof, the Superintendent shall not be reduced in compensation and/or benefits except as otherwise provided by law.

B. Sick leave. The Superintendent shall receive 12 sick days annually. Unused sick leave days shall be cumulative in accordance with the provisions of Title 18A.

1. Supplemental compensation from accrued but unused sick leave shall not exceed \$15,000.

a. Such compensation shall be payable only at the time of retirement from a state or locally administered retirement system, and shall be

based on accrued but unused sick leave credited on the date of retirement. Accumulated unused sick leave compensation shall not be paid to the Superintendent's estate or beneficiaries in the event of death prior to retirement.

C. Professional Membership. The Superintendent shall be entitled to membership, at the Board's expenses for professional dues in the following professional associations: NJASA, AASA, ASCD and the Essex County Administrators Association and/or other organizations deemed important by the Superintendent and the Board. The Superintendent also shall be entitled to reimbursement for expenses incurred for attendance at professional conferences up to \$1,500 annually, and similar expenses which he may incur while discharging the duties of Superintendent in accordance with *P.L. 2007, c. 53, The School District Accountability Act* and affiliated regulations. (*N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7, et seq.*). Such reimbursement shall comply with all applicable provisions of state and federal statutory and regulatory provisions and guidance, and with Board policy. The Superintendent shall be entitled to attend the annual NJSBA/NJASA Workshop and Convention, the annual conferences of the NJASA, and the annual TECHSPO conference. Reimbursement or payment for such expenses shall be made in accordance with *P.L. 2007, c. 53, The School District Accountability Act* and affiliated regulations, and Board policies which amount shall not exceed \$2,000.00 annually.

D. Professional Publications. The Superintendent may subscribe to appropriate educational and/or professional publications within the limit set in the annual budget.

E. Health Benefits.

1. The Superintendent shall receive individual or family health benefits

coverage consistent with the benefits coverage provided by the Board to its professional administrative staff. The Superintendent shall pay the premium costs for all such coverages at the Tier IV rate as set forth in Chapter 78, *P.L.* 2011. The premium shall be paid by the Superintendent through payroll deduction.

2. The Superintendent may waive coverage in any of the health benefits plans if covered through a spouse, civil union or domestic partner's health plan, and in accordance with procedures established by the Board. The Superintendent will be paid the lesser of Twenty-Five (25%) percent or Four Thousand (\$4,000) Dollars of the cost of said coverage for waiving such coverage.

F. Vacation Leave.

1. The Superintendent shall be entitled to an annual vacation of 22 working days per year. All of the vacation days shall be available for the Superintendent's use on July 1<sup>st</sup> of each year of the Contract.

2. The Superintendent shall take his vacation time after giving the Board President reasonable notice. School vacations do not constitute time off for the Superintendent, unless he uses his leave time. The Superintendent may take vacation days during the school year, upon notice to the Board President. The Superintendent is expected to attend to the business of the district as required for the smooth and efficient operation of the school district. The Superintendent shall document the use of accrued vacation days with the Personnel Director.

3. The Board encourages the Superintendent to take his full vacation allotment each year; however, not more than five (5) vacation days may be carried

over by the Superintendent from year to year. All days carried over must be used in the next year, or those days not taken will be forfeited.

4. In the event that the Superintendent's Contract is terminated prior to its expiration, unused vacation time shall be paid on a pro-rated basis of two (2) days accrued per month. In the event this Contract is not renewed, earned but unused vacation time will be paid at the Superintendent's daily rate of pay, based upon a 260-day work year, following his last day of employment.

G. Holiday Leave. The Superintendent shall be entitled to 14 paid holidays annually.

H. Personal Leave. The Superintendent shall be entitled to three (3) personal days, to attend to personal business during the school day, with full pay during the work year. Personal days may be taken during the school year with the prior permission of the Board President. As much advance notice as possible of the request to take personal time will be given. Personal day usage shall be filed with the Personnel Director. Personal days are non-cumulative and non-reimbursable.

I. Mileage Reimbursement. The Superintendent shall be paid an allowance of \$200 per month as reimbursement for use of his vehicle in performance of his duties. There will be no additional reimbursement of mileage allowance paid, except for travel outside of New Jersey.

J. Attendance Record. The Superintendent shall be responsible for filing a time-off slip, in advance of the time off, as set forth herein, or immediately upon his return to the district in the event of an unplanned absence, with the Personnel Director each time any leave is taken. The Superintendent and Board President shall periodically review the Superintendent's attendance record to assure correctness. (July and January annually).

K. Tuition Reimbursement. The board shall reimburse the Superintendent for tuition costs incurred for graduate level courses at an accredited institution of higher education that are part of a formal program of studies leading to the awarding of a Doctoral Degree in an area or discipline judged to be of benefit to the Board. The Superintendent shall seek Board approval prior to enrolling in any graduate course of study. The Board shall not reimburse the Superintendent for tuition-related costs in an amount to exceed \$5,000.00.

L. Professional Liability. The Board agrees that it shall defend, hold harmless, and indemnify the Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Superintendent in his individual capacity or in his official capacity as agent and/or employee of the Board, provided the incident, which is the subject of any such demand, claim, suit, action or legal proceeding, arose while the Superintendent was acting within the scope of his employment. If, in the good faith opinion of the Superintendent, a conflict exists in regard to the defense of any claim, demand or action brought against him, and the position of the Board in relation thereto, the Superintendent may engage his own legal counsel, in which event the Board shall indemnify the Superintendent for the costs of his legal defense. The Board further agrees to cover the Superintendent under the Board's liability insurance policies, including employment practices liability coverage, in the minimum amount of \$1 million.

M. iPhone, iPad, Laptop. The Board shall provide the Superintendent with an iPhone, iPad and laptop for his professional and personal duties. These items remain the property of the West Orange Board of Education.

## ARTICLE V

### ANNUAL EVALUATION

A. The Board shall evaluate the performance of the Superintendent at least once a year in accordance with statutes, regulations and Board policy relating to Superintendent evaluation. Each annual evaluation shall be in writing and shall represent a majority of the Board. A copy of the evaluation shall be provided to the Superintendent, and the Superintendent and the Board shall meet to discuss the findings. The Board may meet in closed session to discuss the evaluation and the Superintendent's performance where a *Rice* notice has been served upon the Superintendent, giving notice that the Superintendent's employment will be discussed in closed session, and the Superintendent has not requested that the meeting be conducted in public. The evaluation shall be based upon the criteria adopted by the Board, the goals of the district, which shall include encouragement of student achievement, the responsibilities of the Superintendent as set forth in the job description for the position of Superintendent, the district's placement on the NJQSAC continuum (with respect to those DPRs that are within the Superintendent's control), and such other criteria as the State Board of Education shall by regulation prescribe. In the event that the majority of the Board determines that the performance of the Superintendent is unsatisfactory in any respect, it shall describe in writing, and in reasonable detail, the specific instances of unsatisfactory performance. The evaluation shall include specific recommendations for improvement in all instances where the majority of the Board deems performance to be unsatisfactory. The Superintendent shall have the right to respond in writing to the evaluation; this response shall

become a permanent attachment to the Superintendent's personnel file upon the Superintendent's request. On or before June 1st of each year of this Employment Contract, the Superintendent and the Board shall meet to review the evaluation format and to mutually determine the evaluation format to be used in the subsequent school year.

The final draft of the annual evaluation shall be adopted by the Board by June 30 of each year of this Contract.

B. Within sixty (60) days of the commencement of this Employment Contract, the parties shall meet to establish the district's goals and objectives for the ensuing school year. Said goals and objectives shall be reduced to writing and shall be among the criteria by which the Superintendent is evaluated, as hereinafter provided. On, or prior to, August 1 of each succeeding school year, the parties will meet to establish the district's goals and objectives for the next succeeding school year, in the same manner and with the same effect as heretofore described.

C. The parties also agree that the Board shall not hold any discussions regarding the Superintendent's employment, unless the Superintendent is given written notice at least 48 hours in advance. In addition, the Board shall not hold any discussions with regard to the Superintendent's performance, or that may adversely affect the Superintendent's employment, in public session, unless the Superintendent requests that such discussions be held in public session, pursuant to the Open Public Meetings Act.

## ARTICLE VI

### TERMINATION OF EMPLOYMENT CONTRACT

A. This Contract shall terminate, the Superintendent's employment will cease, and no compensation shall thereafter be paid, under any one of the following circumstances:

- (1) failure to possess/obtain proper certification;
- (2) revocation or suspension of the Superintendent's certificate, in which case this Contract shall be null and void as of the date of revocation, as required by *N.J.S.A.* 18A:17-15.1;
- (3) forfeiture under *N.J.S.A.* 2C:51-2;
- (4) mutual agreement of the parties;
- (5) notification in writing by the Board to the Superintendent, at least 120 calendar days prior to the expiration of this Contract, of the Board's intent not to renew this Contract; or
- (6) misrepresentation of employment history, educational and professional credentials, and criminal background.

B. In the event the Superintendent is arrested and charged with a criminal offense, which could result in forfeiture under *N.J.S.A.* 2C:51-2, the Board reserves the right to suspend him pending resolution of the criminal charges. Such suspension shall be with pay prior to indictment, and may be with or without pay, at the Board's discretion, subsequent to indictment, unless the Board certifies contractual tenure charges.

C. Nothing in this Contract shall affect the Board's rights with regard to suspension under *N.J.S.A.* 18A:6-8.3 and applicable case law.



D. The Superintendent may terminate this Employment Contract upon at least 90 calendar days' written notice to the Board, filed with the Board Secretary, of his intention to resign.

E. The Superintendent shall not be dismissed or reduced in compensation during the term of this Contract, except as authorized by paragraphs B. and C. *supra* and *N.J.S.A.* 18A:17-20.2, provided, however, that the Board shall have the authority to relieve the Superintendent of the performance of his duties in accordance with *N.J.S.A.* 18A:27-9, so long as it continues to pay his salary and benefits for the duration of the term. The parties understand that any early termination must comply with the provisions of *P.L.* 2007, c. 53, *The School District Accountability Act*.

F. In the event the parties agree to terminate this Contract prior to its expiration date, and to relieve the Superintendent from the actual performance of his duties, upon the approval of the Commissioner of Education, the Board shall compensate the Superintendent for either three (3) months' salary times the number of years remaining on this Contract, not to exceed twelve (12) months, or the remaining salary due to completion of this Contract, whichever is less, minus compensation from any and all other employment. It is understood that the Superintendent must make a good faith effort to find employment elsewhere as soon as possible and prior to the expiration date of the within Contract. The salary received by the Superintendent in such employment shall be deducted from the payments made to the Superintendent by the Board. Insurance benefits will be adjusted to reflect coverage, if any, in the new position.

**ARTICLE VII**

RENEWAL/NON RENEWAL

Upon Board and Executive County Superintendent approval, this Employment Contract may renew for a term of three (3) calendar years, expiring July 1, 2024, unless either of the following occurs:

- A. the Board by contract reappoints the Superintendent for a different term allowable by law;
- B. the Board notifies the Superintendent upon at least 90 calendar days written notice, prior to June 30, 2021, that he will not be reappointed at the end of the current term, in which case his employment shall cease upon the expiration of this Contract; or
- C. in accordance with such laws and regulations that would require nullification of this Contract.

**ARTICLE VIII**

COMPLETE AGREEMENT

This Contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties.

**ARTICLE IX**

SAVINGS CLAUSE

If, during the term of this Contract, it is found that a specific clause of the Contract is illegal under federal or state law, the remainder of the Employment Contract is not affected by such a ruling and shall remain in full force.

## ARTICLE X

### RELEASE OF PERSONNEL INFORMATION

#### & PERSONNEL RECORDS

The Superintendent shall have the right, upon request, to review the contents of his personnel file and to receive copies at Board expense of any documents contained therein. He shall be entitled to have a representative accompany him during such review. At least once every year, the Superintendent shall have the right to indicate those documents and/or other materials in his file that he believes to be obsolete or otherwise inappropriate to retain; and, upon final approval of the Board, such documents identified by him shall be destroyed if such destruction complies with current laws.

No material derogatory to the Superintendent's conduct, service, character, or personality shall be placed in his personnel file unless approved by the majority of the Board and he has had an opportunity to review the material. The Superintendent shall acknowledge that he has had the opportunity to review such material by affixing his signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents. The Superintendent shall also have the right to submit a written answer to such material.

**IN WITNESS WHEREOF**, the parties have set their hands and seals to this Employment Contract effective on the day and year first above written.

SUPERINTENDENT

BOARD OF EDUCATION OF THE  
WEST ORANGE SCHOOL DISTRICT

\_\_\_\_\_

\_\_\_\_\_

President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

WITNESS:

WITNESS:

\_\_\_\_\_

\_\_\_\_\_

**West Orange School District  
Field Trips 17-18 Public  
2-26-18**

School	Grades	Course / Group	Destination	City	State
Hazel	5	Hazel Band and Orchestra	Livingston Mall	Livingston	NJ
Kelly	5	5th grade chorus	Livingston Mall	Livingston	NJ
Liberty	7, 8	Student Council	Parsippany Hills High School	Morris Plains	NJ
WOHS	10, 12	English 10	Washington Elementary	West Orange	NJ
WOHS	9, 10, 11, 12	Boys and Girls Step Teams	Summit High School	Summit	NJ

**Applications for Absence for School Business 2017-2018  
2-26-18**

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Conference</b>	<b>Dates</b>	<b>Amount</b>	<b>Funded</b>
Joyce Andreula	Math Teacher	Kelly	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Amanda Best	Paraprofessional	WOHS	2018 NEA Education Support Professionals National Conference Orlando, FL	3/22/18 - 3/23/18	\$0.00	
Florence Chirichiello	Guidance Counselor	WOHS	Annual Spring Institute School Social Workers: Utilizing Collaborative Strategies Iselin, NJ	3/26/18	\$95.00	Teacher pays
Kelly Clancy	Math Teacher	Kelly	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Kimberly Colon	School Psychologist	Liberty	Mental Health Issues in the Classroom Parsippany, NJ	4/9/18	\$105.82	Local
Francesco Composto	Music Teacher	Redwood	Trip to Carnegie Hall New York, NY	3/5/18	\$120.00	Local
Jodi Costanza	Science Teacher	WOHS	Planning NGSS - Aligned Lessons Branchburg, NJ	3/7/18	\$0	
Olivia DelSpina	Guidance Counselor	WOHS	Loyola University - Maryland Counselor Event Summit, NJ	3/14/18	\$0	
Olivia DelSpina	Guidance Counselor	WOHS	Rutgers University Spring Counselor Day New Brunswick, NJ	3/22/18	\$0	
Erin DiFrancisco	Math Teacher	Mt. Pleasant	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Laura Farrington	Math Teacher	Hazel	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local

			Elementary, Special Education Teachers of Math Pompton Plains, NJ			
Caroline Fortunato	Social Studies	WOHS	Teachers as Scholars - The Sixties - An Interdisciplinary Seminar Montclair, NJ	3/23/18	\$0	
Katheryn Furey	Guidance Counselor	WOHS	William Paterson School Counselor Reception Wayne, NJ	3/23/18	\$0	
Jenny Garcia-Rezik	Math Teacher	St. Cloud	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Mary Jean Goskowski	Math Teacher	Washington	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Lionel Hush	Principal	Roosevelt	AICUNJ Education Career Fair Jersey City, NJ	3/1/18	\$50.00	Local
Amy Jakimas	English Language Arts Teacher	Washington	Strategies and Structures for Teaching Reading & Writing Livingston, NJ	3/8/18	\$249.00	Title IIA Funds
Brittany Karmel	English Language Arts Teacher	Washington	Strategies and Structures for Teaching Reading & Writing Livingston, NJ	3/8/18	\$249.00	Title IIA Funds
Denise Keastead	Payroll	Administration Building	Understanding IRS Payroll Regulations New Brunswick, NJ	3/16/18	\$120.48**	Local
Robert Klemt	Principal	Liberty	AICUNJ Education Career Fair Jersey City, NJ	3/1/18	\$50.00	Local
Angel Liu	Music Teacher / Chaperone	Edison	Trip to Carnegie Hall New York, NY	3/5/18	\$120.00	Local
Meaghan Madaus	Math Teacher	Redwood	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local

Jennifer Marchesi	Math Teacher	St. Cloud	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Elizabeth Manning	Social Studies Teacher	WOHS	Teachers as Scholars - The Sixties - An Interdisciplinary Seminar Montclair, NJ	3/23/18	\$0	
Jacqueline Mital	Math Teacher	Kelly	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Claudia Moncayo	Spanish Teacher	Edison	Latino Education Conference Trenton, NJ	3/22/18	\$19.84	Local
Amalia Morales	Spanish Teacher	Edison	Latino Education Conference Trenton, NJ	3/22/18	\$19.84	Local
Nicole Munoz	Kindergarten Teacher	St. Cloud	Strategies and Structures for Teaching Reading New Providence, NJ	3/13/18	\$195.00	Title IIA Funds
Nancy Mullin	Career Ed & Library Science Supervisor	WOHS	Virtual Enterprise: Youth Business Summit New York, NY	4/17/18	\$0	
Justine O'Grady	Math Teacher	Hazel	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Eugene Palatianos	Athletic Director	WOHS	Neurokinetic Therapy New York, NY	6/9/18 - 6/10/18	\$1,050.00	Local
Diane Phelan	Math Teacher	Kelly	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Felix Plata	ESL / World Languages Supervisor	Administration Building	New Jersey Teachers of English to Speakers of Other Languages / New Jersey Bilingual Educators New Brunswick, NJ	5/31/18 - 6/1/18	\$319.00	Local



Patricia Quinn	Math Teacher	Kelly	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Lisa Rodino	Math Teacher	Gregory	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Nicola Salese	Math Teacher	Kelly	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Fil Santiago	Administration Building	Director of Technology	PARCC Mandatory District Test Coordinator and District Technology Coordinator Training Whippany, NJ	2/28/18	\$0	
Deborah Struble	Math Teacher	Mt. Pleasant	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Vanessa Turner	Grade 2 Teacher	St. Cloud	Strategies and Structures for Teaching Reading New Providence, NJ	3/13/18	\$195.00	Title IIA Funds
Marianne Van Cauwenbergh	Math Teacher	Redwood	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local
Kathleen Waldron	Math Teacher	Redwood	Conquer Mathematics Workshops, NJSLA Number & Operations Fractions Part 2, for Elementary, Special Education Teachers of Math Pompton Plains, NJ	2/20/18*	\$145.00 \$8.25	Title IIA Funds Local

\*Revised date

\*\*Revised amount

September 2017				
M	T	W	T	F
				1
④	△5	6#	7	8
11	12	13	14	15
18	19	20	⑳	㉑
25	26	27	28	29

October 2017				
M	T	W	T	F
				6
△9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

November 2017				
M	T	W	T	F
		1	2	3
6	7	8	⑨	⑩
13	14	15	16	17
20	21	⑳	㉑	㉒
27	28	29	30	

December 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	㉒
⑳	㉑	㉒	㉓	㉔

January 2018				
M	T	W	T	F
①	2	3	4	5
8	9	10	11	12
⑮	16	17	18	19
22	23	24**	25	26
29	30	31		

Days Attended Per Month	
Sept. 16	Feb. 19
Oct. 21	Mar. 21
Nov. 18	Apr. 16
Dec. 16	May 22
Jan. 21	Jun 14
Total Days: 184	

# West Orange Public Schools Calendar 2017 - 2018

September 6 First Day of School for Students  
 June 20 Last Day of School for Students  
 June 21 WOHS Commencement Exercises

## Holidays — West Orange Schools Closed

September 4 Labor Day  
 September 5 No School  
 September 21, 22 Rosh Hashanah  
 October 9 No School  
 November 9, 10 NJEA Conference  
 November 23, 24 Thanksgiving Break  
 December 25-January 1 Winter Recess  
 January 15 Martin L. King Jr. Day  
 February 19 President's Day  
 March 30 Good Friday  
 April 2-6 Spring Break  
 May 28 Memorial Day

## Professional Development for Staff

September 5 Full Day (No school for students)  
 October 9 Full Day (No school for students)  
 January 24 90 Minutes (90 min delayed opening for students)  
 March 14 90 Minutes (90 min delayed opening for students)

### Key to Symbols

- School Holiday or Vacation Period
- △ Full Day Staff Only: September 5, October 9
- \*\* 90 Minute Delayed Opening for Students  
PD for Staff: January 24, March 14
- Elementary Parent Conferences:  
October 24-26, 2017 & March 20-22, 2018  
(Elementary Early Dismissal Only)
- \*□ Edison Parent Conferences:  
February 13-15, 2018 (Edison Early Dismissal Only)
- ⬡ Early Dismissal: November 22, December 22,  
June 20
- ☆ Kindergarten Orientation: May 30 & 31, 2018  
(Current Kindergarten Early Dismissal)
- ^^ Delayed Opening - WOHS Only: June 4-5, 2018
- # First Day of School
- ## Last Day of School
- + High School Graduation

Due to the possibility of inclement weather or other emergency closings, the last day of school is subject to change.

\*\*If it is deemed necessary to close school beyond the four days built into the school calendar, make-up dates will be used in the following order: April 6, 5, 4, 3, 2

2017-2018 BOARD OF EDUCATION PUBLIC MEETINGS			
July 17, 2017	December 4, 2017	February 26, 2018	May 21, 2018
August 28, 2017	December 18, 2017	March 12, 2018	June 4, 2018
September 18, 2017	January 4, 2018	March 26, 2018	June 18, 2018
October 16, 2017	January 22, 2018	April 16, 2018	
November 6, 2017	February 12, 2018	May 7, 2018	

February 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
12	*13	*14	*15	16
⑰	20	21	22	23
26	27	28		

March 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14**	15	16
19	20	21	22	23
26	27	28	29	⑳

April 2018				
M	T	W	T	F
②	③	④	⑤	⑥
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
⑳	29	☆30	☆31	

June 2018				
M	T	W	T	F
				1
4^^	5^^	6	7	8
11	12	13	14	15
18	19	⬡20##	21+	22
25	26	27	28	29

# Emergency School Closing Information

Parents and Guardians will be notified by phone for School Closings, Delayed Openings, Early Dismissals, or any emergency that impacts normal school hours. Please retain the Daily Schedule shown below for reference. School Closings are also posted on the district web site, <http://www.woboe.org>

<u>District - Wide Daily Schedules</u>			
<u>School</u>	<u>Regular Day</u>	<u>Delayed Opening</u>	<u>Early Dismissal</u>
AM Preschool	08:45 - 11:15	N/A	08:45 - 11:15
PM Preschool	12:15 - 03:15	12:15 - 03:15	N/A
Grades K-5	08:45 - 03:23	10:15 - 03:23	08:45 - 01:15
Middle Schools	08:10 - 02:53	09:40 - 02:53	08:10 - 12:30
High School	07:30 - 02:15	09:00 - 02:15	07:30 - 12:00

<u>District - Wide Testing Calendar 2017-2018</u>		
<u>FALL 2017</u>		
<u>Date</u>	<u>Test</u>	<u>Grade</u>
September 11-29	APA Science (State Test for Special Ed. Students)	Gr. 4, 8, HS
October 24, 25, 26	District Assessments: MAP	Gr. K - 10
December 5 - 7	NNAT3 InView	Gr. 3, 4, 5 Gr. 2
<u>WINTER/SPRING 2018</u>		
January 29 - February 16	District Assessments: MAP	Gr. K - 10
February 15	NAEP: Reading, Writing, and Mathematics (Districts & Schools will be selected by the State of NJ)	
February 20 - April 13	ACCESS (State Test for ESL Students)	Gr. K - 12
March	Honors Placement Tests: ELA, Math, Science, S.S.	Gr. 5 - 7
April 9 - May 25	DLM Science	Gr. 5, 8, HS
April 9 - May 25*	DLM (State Test for Special Ed. Students)	Gr. 3 - 8, 11
April 16 - May 25*	PARCC: ELA & Mathematics	Gr. 3 - 8
April 16 - May 25*	PARCC: ELA 9, 10, 11	Gr. 9 - 12
April 16 - May 25*	PARCC: Alegebra 1, Algebra 2, Geometry	Gr. 9 - 12
October 3 - May 11*	PARCC Portfolio Appeals	Gr. 9 - 12
May 23 - 24	State Science Test	Gr. 5, 8, 11
May 28 - June 15	District Assessments: MAP	Gr. K - 10
June 4 - 5	State Science Test	Gr. 9 - 12

\*Dates are set by the New Jersey State Department of Education.

<u>2017-2018</u>	
<p style="text-align: center;"><u>Elementary School Marking Periods</u></p> <p>Wednesday, September 6 - Friday, December 8    61 days  Monday, December 11 - Thursday, March 15    61 days  Friday, March 16 - Tuesday, June 19    61 days</p> <p style="text-align: center;"><u>Elementary School Conference Dates</u></p> <p>Tuesday, October 24, 2017  Wednesday, October 25, 2017  Thursday, October 26, 2017  Tuesday, March 20, 2018  Wednesday, March 21, 2018  Thursday, March 22, 2018</p> <p style="text-align: center;"><u>Secondary School Marking Periods</u></p> <p>Wednesday, September 6 - Thursday, November 16    47 days  Friday, November 17 - Wednesday, January 31    45 days  Thursday, February 1 - Friday, April 13    45 days  Monday, April 16 - Wednesday, June 20    47 days</p>	<p style="text-align: center;"><u>Elementary School Report Card Dates</u></p> <p>Tuesday, December 19, 2017  Friday, March 16, 2018  Wednesday, June 20, 2018</p> <p style="text-align: center;"><u>Edison Middle School Conference Dates</u></p> <p>Tuesday, February 13, 2018  Wednesday, February 14, 2018  Thursday, February 15, 2018</p> <p style="text-align: center;"><u>Secondary School Report Card Dates</u></p> <p>Monday, December 4, 2017  Monday, February 12, 2018  Wednesday, April 25, 2018  Wednesday, June 27, 2018</p>

September 2018				
M	T	W	T	F
3	4	5#	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

October 2018				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

November 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

December 2018				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

January 2019				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16**	17	18
21	22	23	24	25
28	29	30	31	

Days Attended Per Month	
Sept. 15	Feb. 19
Oct. 22	Mar. 21
Nov. 18	Apr. 17
Dec. 15	May 22
Jan. 21	June 13
Total Days: 183	

# West Orange Public Schools Calendar 2018 - 2019

September 5 First Day of School for Students  
 June 19 Last Day of School for Students  
 June 20 WOHS Commencement Exercises

## Holidays — West Orange Schools Closed

September 3 Labor Day  
 September 4 No School  
 September 10, 11 Rosh Hashanah  
 September 19 Yom Kippur  
 October 8 No School  
 November 8, 9 NJEA Conference  
 November 22, 23 Thanksgiving Break  
 December 24-January 1 Winter Recess  
 January 2 School Open  
 January 21 Martin L. King Jr. Day  
 February 18 President's Day  
 April 15-19 Spring Break  
 May 27 Memorial Day

## Professional Development for Staff

September 4 Full Day (No school for students)  
 October 8 Full Day (No school for students)  
 January 16 90 Minutes (90 min delayed opening for students)  
 March 13 90 Minutes (90 min delayed opening for students)

February 2019				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

March 2019				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13**	14	15
18	19	20	21	22
25	26	27	28	29

April 2019				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

May 2019				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

June 2019				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19###	20+	21
24	25	26	27	28

### Key to Symbols

- School Holiday or Vacation Period
- Full Day Staff Only: September 4, October 8
- \*\* 90 Minute Delayed Opening for Students  
PD for Staff: January 16, March 13
- Elementary Parent Conferences:  
October 23, 24, 25 & March 19, 20, 21  
(Elementary Early Dismissal Only)
- Edison Parent Conferences:  
(Edison Early Dismissal Only)
- Early Dismissal: November 21, December 21,  
June 19
- Kindergarten Orientation: May 29 & 30, 2019  
(Current Kindergarten Early Dismissal)
- # First Day of School
- ## Last Day of School
- + High School Graduation

Due to the possibility of inclement weather or other emergency closings, the last day of school is subject to change.

\*\*Three days are built into the calendar for emergency closings. Make up dates beyond the three days will be used in the following order: April 15, 16, 17, 18

2018-2019 BOARD OF EDUCATION PUBLIC MEETINGS	
July 16, 2018	November 5, 2018
August 6, 2018	November 19, 2018
August 27, 2018	December 3, 2018
September 24, 2018	December 17, 2018
October 8, 2018	

# Emergency School Closing Information

Parents and Guardians will be notified by phone for School Closings, Delayed Openings, Early Dismissals, or any emergency that impacts normal school hours. Please retain the Daily Schedule shown below for reference. School Closings are also posted on the district web site, <http://www.woboe.org>

<u>District - Wide Daily Schedules</u>				
<u>School</u>	<u>Regular Day</u>	<u>Delayed Opening</u>	<u>Early Dismissal</u>	
AM Preschool	08:45 - 11:15	N/A	08:45 - 11:15	
PM Preschool	12:15 - 03:15	12:15 - 03:15	N/A	
Grades K-5	08:45 - 03:23	10:15 - 03:23	08:45 - 01:15	
Middle Schools	08:10 - 02:53	09:40 - 02:53	08:10 - 12:30	
High School	07:30 - 02:15	09:00 - 02:15	07:30 - 12:00	

<u>District - Wide Testing Calendar 2018-2019</u>		
<u>Date</u>	<u>Test</u>	<u>Grade</u>
<u>FALL 2018</u>		
<u>WINTER/SPRING 2019</u>		

<u>2018-2019</u>	
<u>Elementary School Marking Periods</u>	<u>Elementary School Report Card Dates</u>
<u>Elementary School Conference Dates</u>	<u>Edison Middle School Conference Dates</u>
<u>Secondary School Marking Periods</u>	<u>Secondary School Report Card Dates</u>

	<b>2018-2019 Calendar Central Office Administrative</b>	
<b>Event/Holiday</b>	<b>Day(s) Off</b>	<b># of Days</b>
Independence Day	Wednesday, July 4	1
Labor Day	Monday, September 3	1
Rosh Hashanah	Monday, September 10; Tuesday, September 11	2
Yom Kippur	Wednesday, September 19	1
NJEA Convention	Thursday, November 8; Friday, November 9	2
Thanksgiving	Thursday, November 22; Friday, November 23	2
Holiday Recess	Monday, December 24; Tuesday, December 25; Wednesday, December 26; Monday, December 31	4
New Year's Day	Tuesday, January 1	1
Martin Luther King	Monday, January 21	1
Presidents' Day	Monday, February 18	1
Good Friday	Friday, April 19	1
Memorial Day	Monday, May 27	1
<b>Total</b>		<b>18</b>

	<b>2018-2019 Calendar</b> Transportation Department Buildings & Grounds Superintendent Assistant Superintendent Business Administrator	
<b>Event/Holiday</b>	<b>Day(s) Off</b>	<b># of Days</b>
Independence Day	Wednesday, July 4	1
Labor Day	Monday, September 3	1
Rosh Hashanah	Monday, September 10; Tuesday, September 11	2
Yom Kippur	Wednesday, September 19	1
NJEA Convention	Friday, November 9	1
Thanksgiving	Thursday, November 22; Friday, November 23	2
Holiday Recess	Tuesday, December 25	1
New Year's Day	Tuesday, January 1	1
Martin Luther King	Monday, January 21	1
Presidents' Day	Monday, February 18	1
Good Friday	Friday, April 19	1
Memorial Day	Monday, May 27	1
<b>Total</b>		<b>14</b>