

BOARD OF EDUCATION CALDWELL-WEST CALDWELL

AGENDA

PRIVATE EXECUTIVE SESSION
SEPTEMBER 17, 2018 AT 5:00 PM

SUPERINTENDENT’S OFFICE
GRAY STREET, WEST CALDWELL, NJ

The purpose of this meeting is to discuss Personnel, Negotiations, Litigation, Miscellaneous, Old Business matters and to meet new Staff Members. This meeting has been advertised and is in compliance with the Open Public Meeting Act and N.J.S.A. 10:4-6, a/k/a “Sunshine Law.” The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.

REGULAR PUBLIC MONTHLY MEETING
SEPTEMBER 17, 2018 AT 7:30 PM

HARRISON CONFERENCE ROOM
GRAY STREET, WEST CALDWELL, NJ

The Caldwell-West Caldwell Board of Education Regular Public Monthly Meeting is in compliance with the Open Public Meetings Act and N.J.S.A. 10:4-6, a/k/a “Sunshine Law.” Notices have been sent to *The Progress*, Caldwell, NJ and *The Star Ledger*, Newark, NJ at least 48 hours in advance of this meeting. Notices have also been posted at the Board of Education Business Office, Harrison School Building, Gray Street, West Caldwell, NJ and have been delivered to the Clerk, Borough of Caldwell, and the Clerk, Township of West Caldwell for posting.

I. ROLL CALL

- Tom Adams, Vice President
- Dan Cipoletti
- Chris D’Ambola
- John King
- Marie Lanfrank, President

II. PLEDGE OF ALLEGIANCE

III. COMMUNICATIONS

IV. SUPERINTENDENT’S REPORT

- A. Opening of School Report.

V. PRESIDENT’S REPORT

- A. School Resource Officer Presentation – James Brown and Paul Mazzeo.

VI. APPROVAL OF MINUTES

- A. Approval of Regular Public Monthly Meeting Minutes of August 20, 2018 and Special Public Meeting Minutes of September 4, 2018.

ROLL CALL:

<input type="checkbox"/> Mr. Adams	<input type="checkbox"/> Mr. Cipoletti	<input type="checkbox"/> Mr. D’Ambola	<input type="checkbox"/> Mr. King	<input type="checkbox"/> Ms. Lanfrank
				<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abs

VII. PUBLIC INPUT ON AGENDA ITEMS

1. Participant must be recognized by the presiding officer and must preface comments by an announcement of their name and address;
2. Statements are to be limited to three minutes’ duration and may only address items on the Agenda;
3. Participant may speak no more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements shall be directed to the presiding officer.

VIII. COMMITTEE REPORTS

A. Curriculum

Motion to approve item numbers 1. through 12. on this evening's Agenda under Curriculum.

1. Enrollment Report

Approve the Preliminary Enrollment Report as of September 14, 2018.

2. Expense Reimbursements

Approve expense reimbursements for attendance at Professional Development Programs approved by the Superintendent as follows:

John King	NJSBA Annual Workshop Atlantic City, NJ October 22-25, 2018	\$339/lodging \$300/registration Mileage/tolls
Maryann Rivera	Diabetes in School Livingston, NJ	\$75.00
Jane Romm	Photoshop for Illustrators Montclair, NJ	\$153.00
Lisa Manfre	Teaching Italian Symposium Montclair State University	\$50.00

3. Reimbursement

Approval to reimburse Lucian Micu, Supervisor of Technology, \$40/month for use of his cellular telephone for district business, effective July 1, 2018 to June 30, 2019.

4. Field Trip Destinations

Approve the following district sponsored field trip destinations for September and October 2018:

JCHS Research in Molecular Genetics Class	Rutgers University Waksman Institute	New Brunswick, NJ
JCHS Madrigal Ensemble	Mayfair Farms	West Orange, NJ
JCHS Key Club	Six Flags Great Adventure	Jackson, NJ
GCMS LLD Class	Jack's Supermarket	Caldwell, NJ
GCMS Grade 6	United States Military Academy	West Point, NY

5. Week of Respect

Approval to designate and observe October 1-5, 2018 as Week of Respect and School Violence Awareness Week in the Caldwell-West Caldwell Schools as required by New Jersey Statute (P.L. 2010, c.2).

6. District Goals 2018-2019

Approve the District Goals for the 2018-19 school year.

7. Professional Development Plan

Approve the Professional Development Plan of Dr. James Heinegg, Superintendent, for the 2018-19 school year.

8. District Professional Development Plan

Approve the District’s Professional Development Plan for the 2018-19 school year.

9. Curriculum

Approve the following revised curriculum areas:

- K-12 English Language Arts
- K-5 Mathematics
- Grades 9-12 Social Studies
- Grades 9-12 Personal Finance

10. Organizational Chart

Approve the district’s Organizational Chart.

11. Special Education Consultative Services

Approval of Melissa Young, Orton-Gillingham Specialist, Sparta, NJ, to provide Home Instruction, at a rate of \$100.00 per hour, effective September 17, 2018 to June 30, 2019.

Approval of Four Winds Hospital, Katonah, NY, to provide Bedside Instruction, at a rate of \$57.00 per hour, effective September 1, 2018 to June 30, 2019.

12. Revised Policy – Second Reading

Second Reading and approval of the following new policy:

P8505 – Local Wellness Policy/Nutrient Standards for Meals and Other Foods

ROLL CALL:

___ Mr. Adams	___ Mr. Cipoletti	___ Mr. D’Ambola	___ Mr. King	___ Ms. Lanfrank
				___ Yes ___ No ___ Abs

B. Personnel

The Superintendent makes the following personnel recommendations to the Board of Education:

Motion to approve Certificated Staff item letters a. through j. and Non-Certificated Staff item letters a. through c. on this evening’s agenda under Personnel.

1. Certificated Staff

a. Amended Leave of Absence

Approval to amend the Disability Leave of Absence, with pay, for Karen Tufo, Teacher of Students with Disabilities, Wilson Elementary School, from September 11 to November 9, 2018 to September 4 to November 9, 2018.

b. Leaves of Absence

Approval of a Personal Leave of Absence, without pay, for Myra Leven, Elementary Teacher, Lincoln Elementary School, from October 18 to October 19, 2018.

Approval of a Disability Leave of Absence, with pay, for Emma Limatola, Elementary Teacher, Wilson Elementary School, from February 11 to March 8, 2019, followed by a Family Leave of Absence, without pay, from March 11 to May 17, 2019.

Approval of a Disability Leave of Absence, with pay, for Elizabeth Sarka, Elementary Teacher, Jefferson Elementary School, from January 14 to March 1, 2019, followed by a Family Leave of Absence, without pay, from March 4 to May 17, 2019.

Approval of a Disability Leave of Absence, with pay, for Christi Campbell, Behavior Analyst, District, from January 2 to January 22, 2019, followed by a Family Leave of Absence, without pay, from January 23 to February 13, 2019.

c. Amended Appointment

Approval to amend the appointment of Pauline Klimkowski, Speech Therapist, from .4 FTE to .6 FTE, at a salary of \$42,952, effective September 1, 2018.

d. Salary Guide Movement

Approval to move Jennifer Anderson, Elementary Teacher, Washington Elementary School, on the salary guide for the successful completion of coursework, from BA Guide, Step 9, to BA+16 Guide, Step 9, at a salary of \$61,241, effective September 1, 2018.

e. Appointment - Additional Hours

Approval for Lauren Crispino, Intervention/Enrichment Coach, Jefferson Elementary School, and Frank Lincoln, Teacher of English, James Caldwell High School, to provide additional student discipline support at James Caldwell High School, during prep periods and/or outside regular work hours, at a rate of \$44 per hour, effective September 4 to September 30, 2018.

f. Curriculum Development

Approval of Jenny Frank, Director, Kindergarten Enrichment Program, to write curriculum, for a maximum of 10 days, at a rate of \$175 per day (pending Board approval of the curriculum), effective for the 2018-19 school year.

g. Appointments – Extracurricular – Non-Athletic

Approval to appoint the following overnight chaperones for the Grover Cleveland Middle School 7th Grade Civic Students Field Trip to Washington, D.C., from October 19 to October 21, 2018, at a rate of \$125.00 per night for each, for a total of \$500:

Maura Lincoln Lila Kurzum

h. Appointments – Additional Assignments for 2018-2019

Christine	Forte	GCMS	Innovation & Research	1.0	\$11,900
Kaitlin	Hennighan	GCMS	Innovation & Research	1.0	\$10,100

i. Student Field Placements

Approval of Danielle Hill, School Psychologist Intern, Seton Hall University, to complete a student field placement, Special Education, Jefferson Elementary School, Grover Cleveland Middle School, for a total of 300 hours, effective for the 2018-2019 school year.

Approval of Lauren Restaino, School Psychologist Intern, Montclair State University, to complete a student field placement, Special Education, Harrison School, Washington Elementary School and Lincoln Elementary School, for a total of 60 hours, effective for the 2018-2019 school year.

Approval for Deborah Andrews, Caldwell University, to complete a Clinical placement at James Caldwell High School, effective for the 2018-2019 school year.

Approval for Erin Flohr, Caldwell University, to complete a Clinical placement at Jefferson Elementary School, effective for the 2018-2019 school year.

Approval for Sarah Martin, Caldwell University, to complete a Clinical placement at Wilson Elementary School, effective for the 2018-2019 school year.

Approval for Toni Genuario, Caldwell University, to complete a Clinical placement at Washington Elementary School, effective for the 2018-2019 school year.

Approval for Vanessa Manitone, Caldwell University, to complete a Clinical placement at Grover Cleveland Middle School, effective for the 2018-2019 school year.

Approval for Victoria LeCount, Montclair State University, to complete a Clinical placement at James Caldwell High School, effective for the 2018-2019 school year.

Approval for Caroline Warshany, Montclair State University, to complete a Clinical placement at Grover Cleveland Middle School, effective for the 2018-2019 school year.

Approval for Michelle Shackil, Montclair State University, to complete a Clinical placement at Grover Cleveland Middle School, effective for the 2018-2019 school year.

Approval for Jeffrey Herring, Montclair State University, to complete a Clinical placement at Grover Cleveland Middle School, effective for the 2018-2019 school year.

Approval for Matteo Varano, Montclair State University, to complete a Clinical placement at Grover Cleveland Middle School, effective for the 2018-2019 school year.

Approval for Zachary Gurmankin, Montclair State University, to complete a student teacher placement at Harrison School, effective for the 2018-2019 school year.

j. Approval as Substitute Teachers

Sean Romano	County Substitute
Giancarlo Aversa	County Substitute
Elizabeth Lomauro	County Substitute
Shaka Barnes	County Substitute

2. Non-Certificated Staff

a. Amended Leave of Absence

Approval to amend the Disability Leave of Absence, with pay, for Thomas Halloran, Custodian, Grover Cleveland Middle School, from February 27 to July 20, 2018 to February 27 to September 24, 2018.

b. Amended Appointments

Approval to amend the appointment of Maria Savanello, from ABA Aide, Harrison School, at a rate of \$19.15 per hour, to Special Education Aide, Harrison School, at a rate of \$17.90 per hour, effective September 1, 2018.

Approval to amend the appointment of Zachary Gurmankin, from ABA Aide, Harrison School, at a rate of \$19.15 per hour, to Special Education Aide, Jefferson Elementary School, at a rate of \$17.90 per hour, effective September 1, 2018.

Approval to amend the appointment of Vera Lynn Pezzino, from ABA Aide, Harrison School, at a rate of \$22.35 per hour, to Special Education Aide, Harrison School, at a rate of \$20.50 per hour, effective September 1, 2018.

Approval to amend the appointment of Priscilla Rhodes, from ABA Aide, Jefferson Elementary School, at a rate of \$22.35 per hour, to Special Education Aide, Washington Elementary School, at a rate of \$20.50 per hour, effective September 1, 2018.

c. Appointments

Extracurricular Non-Athletic

Approval to appoint Mariel Letourneau, Choreographer-Fall Production, James Caldwell High School, at a stipend of \$2,450, effective for the 2018-2019 school year.

Special Education

Approval to appoint Elaine Preziotti, Shared Aide, Grover Cleveland Middle School, at a rate of \$13.20 per hour, effective September 1, 2018 to June 30, 2019.

Approval to appoint Linda Mangano, Substitute Special Education Aide, at a rate of \$12.00 per hour, effective September 5, 2018.

Approval to appoint Schelli Wilson, Lunchroom Aide, Kindergarten Enrichment Program, Jefferson Elementary School, at a rate of \$13.20 per hour, effective September 1, 2018 to June 30, 2019.

ROLL CALL:

___ Mr. Adams	___ Mr. Cipoletti	___ Mr. D’Ambola	___ Mr. King	___ Ms. Lanfrank
				___ Yes ___ No ___ Abs

C. Finance

Motion to approve item numbers 1. through 9. on this evening’s Agenda under Finance.

1. Certification of Funds

Motion to certify that, pursuant to N.J.A.C. 6A-23A-16.10(c)(4), after review of the secretary’s monthly financial report (appropriations section) for July 31 and August 31, 2018 and upon proper consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A-23A-16.10(c)(4), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Thomas J. Lambe

2. Secretary’s Report – July 31, 2018

Budget Appropriation 2018-2019	\$51,140,672.77
Expended and Encumbered Balance as of July 31, 2018	<u>17,751,760.90</u>
Available as of August 31, 2018	\$33,388,911.87

Secretary’s Report – August 31, 2018

Budget Appropriation 2018-2019	\$51,194,108.65
Expended and Encumbered Balance as of August 31, 2018	<u>18,853,632.03</u>
Available as of August 31, 2018	\$32,340,476.62

3. Treasurer's Report – July 31, 2018

Total Cash Receipts and Balance	\$4,559,563.08
Total Cash Expenditures	<u>2,161,945.27</u>
Total Cash Balance	\$2,397,617.81

4. Transfers

- a. Approval of Appropriation Transfers to the 2018-2019 Budget – July 31, 2018
- b. Approval of Appropriation Transfers to the 2018-2019 Budget - August 31, 2018.

5. Approval of Bills and Claims Schedules

- a. Approval of Schedule #2 – August 31, 2018 \$1,976,756.76

6. Amended Course Offering Agreement

Approval to amend an Agreement with Essex County College to offer on-campus courses at Essex County College, West Caldwell Campus, for high school credit from two courses of Introduction to Business 101 (@\$86.00 per credit x 3 credits) at a class fee of \$4,116.00 to one course at a class fee of \$2,058.00. The grand total for all courses has been adjusted from \$7,246.29 to \$4,830.86.

1 course Introduction to Business 101 @ \$686.00 per credit x 3 credits	\$2,058.00
Administrative Fee	\$200.00
Fringe Benefits	<u>\$157.43</u>
Total	\$2,415.43

1 course Business 201–Principles of Management @ \$686.00 per credit x 3 credits	\$2,058.00
Administrative Fee	\$200.00
Fringe Benefits	<u>\$157.43</u>
Total	\$2,415.43

Grand Total \$4,830.86

7. Mentoring and Consultative Services

Approval of Paul Palozzola, Union County Educational Services Commission, Westfield, NJ, to provide Special Education mentoring and consultative services, at a rate of \$70 per hour, effective September 1 to December 31, 2018.

8. Donation

Approval to designate the JCHS football game on September 28 as an ALS Awareness game, with 50% of gate receipts, up to \$500 total, to be donated for ALS research.

9. Professional Service Contract

Approval of a contract with Plosia Cohen LLC to provide legal services for construction projects at a rate of \$175 per hour, effective September 17, 2018 to January 7, 2019.

ROLL CALL:

___ Mr. Adams	___ Mr. Cipoletti	___ Mr. D’Ambola	___ Mr. King	___ Ms. Lanfrank
				___ Yes ___ No ___ Abs

D. Buildings, Grounds, and Capital Improvements

Motion to approve item number 1. on this evening’s Agenda under Buildings, Grounds, and Capital Improvements.

1. Use of School Facilities

Approval for the West Caldwell-Caldwell Recreation Department to use school district facilities, effective September 8 to November 16, 2018 as per schedule.

Approval for the Lincoln School Girl Scouts Troop 20644 to use the Lincoln School Art Room on Fridays, beginning on October 12, 2018 through May 12, 2019, from 3:00-4:15 PM.

Approval for the James Caldwell High School Volleyball Coach, Rachel Kelly, to use the James Caldwell High School gymnasium for a volleyball clinic on October 6, 2018 from 10:00AM to 2:00 PM.

Approval for the Caldwell-West Caldwell Education Foundation to use the Grover Cleveland Middle School gymnasium for a Yoga fundraiser on the following Tuesdays: October 9, 16, 23, 30, 2018 from 7:30 to 8:30 PM.

Approval for the Washington Elementary School HSA to use the Washington School Blacktop and playground for a Carnival on Friday, September 21, 2018 from 4:00 PM to 7:00 PM, pending receipt of insurance certificates.

ROLL CALL:

___ Mr. Adams	___ Mr. Cipoletti	___ Mr. D’Ambola	___ Mr. King	___ Ms. Lanfrank
				___ Yes ___ No ___ Abs

IX. PUBLIC HEARING

Motion to adjourn the Regular Public Monthly Meeting and meet in Private Executive Session for the purpose of discussing Personnel, Negotiations/Legal, Old Business, and Miscellaneous matters. This meeting has been advertised and is in compliance with the Open Public Meeting Act and N.J.S.A. 10:4-6, a/k/a “Sunshine Law”. The matters discussed will be made public when confidentiality is no longer required and formal action, pursuant to said discussion, shall take place only at a meeting to which the public has been invited.

ROLL CALL:

___ Mr. Adams	___ Mr. Cipoletti	___ Mr. D’Ambola	___ Mr. King	___ Ms. Lanfrank
				___ Yes ___ Abs