

BOARD OF EDUCATION CALDWELL-WEST CALDWELL

AGENDA

PRIVATE EXECUTIVE SESSION
FEBRUARY 11, 2019 AT 7:00 PM

SUPERINTENDENT’S OFFICE
GRAY STREET, WEST CALDWELL, NJ

The purpose of this meeting is to discuss Personnel, Litigation, Miscellaneous, and Old Business 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.

REGULAR PUBLIC MONTHLY MEETING
FEBRUARY 11, 2019 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

- Dan Cipoletti, Vice President
- Chris D’Ambola
- Julianne Grosso
- John King
- Marie Lanfrank, President

II. PLEDGE OF ALLEGIANCE

III. COMMUNICATIONS

IV. SUPERINTENDENT’S REPORT

- A. Semi-Annual Report on Violence and Vandalism.

V. PRESIDENT’S REPORT

- A. Grover Cleveland Middle School Service Leadership Class.

VI. APPROVAL OF MINUTES

Approval of Reorganization Meeting Minutes of January 7, 2019 and Regular Public Monthly Meeting Minutes of January 14, 2019.

ROLL CALL:

<input type="checkbox"/> Mr. Cipoletti	<input type="checkbox"/> Mr. D’Ambola	<input type="checkbox"/> Ms. Grosso	<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. MOTIONS BY CONTENT AREA

A. Curriculum

Motion to approve item numbers 1. through 8. on this evening's Agenda under Curriculum.

1. Enrollment Report for January 31, 2019.

2. Field Trip Destinations

Approval of the following district sponsored field trip destinations for February and March 2019:

JCHS Swim Team	Medieval Times	Lyndhurst, NJ
JCHS Block Schedule Students	Verona High School	Verona, NJ
JCHS Organic Chemistry	Liberty Science Center	Jersey City, NJ
JCHS Anatomy, Marine Biology	Mutter Museum	Philadelphia, PA

3. Expense Reimbursements

Approval of the following expense reimbursements for attendance at Professional Development programs approved by the Superintendent:

Barbara Cook	Yoga & Mindfulness in the Classroom Fairfield, NJ	\$229.99
Lori Chomko	NJAMLE Annual Conference Kean University	\$99.00
Nicole Sheridan	NJAMLE Annual Conference Kean University	\$99.00
Gennifer Otinsky	NJAMLE Annual Conference Kean University	\$99.00
Kaitlin Hennighan	NJAMLE Annual Conference Kean University	\$99.00
Dana Spina	NJAMLE Annual Conference Kean University	\$99.00
Elizabeth Dean	NJSSNA Spring Conference Princeton, NJ	\$279.00
John Timan	2019 Lacrosse Coaches Clinic Rutgers University	\$110.00

Elizabeth Coogan-Russell	Swim Team Championship Weekend	\$650.00 (coaches' and athletes' expenses)
Gary Garamella	State Wrestling Tournament Atlantic City, NJ	\$2,218.20 (coaches' and athletes' lodging and meals)
Kaitlin Jones	NJASA Women's Leadership Conf.	\$199.00
Marie Sensale	NJ Pupil Transportation Conference Atlantic City, NJ	\$522 + mileage & tolls
Paul Marrone	AP Biology Summer Institute White Plains, NY	\$1,287.23

4. Curriculum

Approve the following revised curriculum:

Music K-12

Innovation and Research Grades 6-8

STEM 8 Grades 6-8

Dance Grades 9-12

5. Summer Programs

Approve the following Summer Enrichment programs:

Arts and Computer Workshop July 1 to July 24, 2019

Young Explorers Program July 1 to July 26, 2019

Science Explorations and Adventures July 22 to August 2, 2019

Extended Day Program July 1 to August 2, 2019

Kindergarten Enrichment Program Summer Camp July 8 to August 2, 2019

Approve the Special Education Extended School Year Summer School program effective July 1 to August 1, 2019.

6. 12-Month Employees' Calendar

Approve the 12-month Employees' Calendar for the 2019-2020 school year.

7. Amended Special Education Out of District Placement

Amend tuition rate of student #1001045 to attend ARC of Essex County Stepping Stones School, Roseland, NJ, from \$38,750.00 to \$40,610.00 (from 125 to 131 days at a rate of \$310.00 per day), effective November 26, 2018 to June 30, 2019.

8. Harassment, Intimidation, and Bullying Incidents

Approval to affirm the Administration’s determination concerning Harassment, Intimidation, and Bullying Investigations #0227-#0230 for the period January 1 to January 31, 2019, as outlined in the confidential report shared with Board of Education members and on file in the Superintendent’s Office.

ROLL CALL:

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

B. Personnel

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

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

1. Certificated Staff

a. Amended Leaves of Absence

Approval to amend the Disability Leave of Absence, with pay, for Emma Limatola, Elementary Teacher, Wilson Elementary School, from February 11 to March 8, 2019, to February 1 to March 1, 2019, followed by a Family Leave of Absence, without pay, from March 4 to May 17, 2019.

Approval to amend the Disability Leave of Absence, with pay, for Bridgit Giampapa, Teacher of Physical Education, James Caldwell High School, from January 2 to February 25, 2019 to January 2 to March 1, 2019, followed by a Family Medical Leave of Absence, without pay, from March 4 to May 31, 2019.

Approval to amend the Family Medical Leave of Absence, without pay, for Christi Campbell, Behavior Analyst, District, from January 23 to February 13, 2019 to January 23 to March 1, 2019.

b. Amended Appointments

Approval to amend the appointment of Shannon Stewart, Temporary Leave Replacement (for Emma Limatola), Elementary Teacher, Wilson Elementary School, from February 11 to May 17, 2019 to February 4 to May 17, 2019.

Approval to amend the appointment of Kaitlyn Heun, Temporary Leave Replacement (for Bridgit Giampapa), Teacher of Health and Physical Education, James Caldwell High School, from January 2 to May 24, 2019 to January 2 to May 31, 2019.

Approval to amend the appointment Herminia Maida, Temporary Replacement (for Alex Lewis) Teacher of Students with Disabilities, Washington Elementary School, from January 2 to February 13, 2019 to January 2 to March 1, 2019.

c. Amended Voluntary Temporary Transfer

Approval to amend voluntary temporary transfer for Alex Lewis, from Teacher of the Students with Disabilities, Washington Elementary School, to Temporary Leave Replacement, Behavior Specialist (for Christi Campbell, Behavior Analyst), from January 2 to February 13, 2019 to January 2 to March 1, 2019.

d. Retirement

Approval to accept the Service Retirement for Mary Cofone, Teacher of the Handicapped, Harrison School, effective June 30, 2019.

e. Appointments

Approval to appoint Susan Wright, Interim Director of Special Education (for Jessica Abramovich), Harrison School, at a rate of \$600 per diem, up to three days per week, effective March 25 to October 31, 2019, and prior to March 25 on an as-needed basis.

Approval to appoint Brittany Palmer, Temporary Leave Replacement (for Rebecca Vecchione), Reading Specialist, District, MA Guide, Step 1, at a salary of \$55,000 (to be pro-rated), effective February 7 to June 30, 2019, pending successful pre-employment background check.

Approval to appoint Alyssa Egner, Temporary Leave Replacement (for Kate Howe), Teacher of Social Studies, James Caldwell High School, BA Guide, Step 1, at a salary of \$50,500 (to be pro-rated), effective March 4 to June 30, 2019, pending successful pre-employment background check.

f. Appointment - Additional Hours

Approval to appoint Natalie Bednarczyk, School Social Worker, to conduct meetings and case management of students (for Lisa Rothenberger), at a rate of \$44 per hour, for a maximum of 6 hours, effective for the 2018-2019 school year.

g. Appointment – Additional Assignment for 2018-2019

Barbara Cook	GCMS	Resource Room –Student #805	.6	\$7,140
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h. Appointments- Extra-Curricular – Non-Athletic

Approval to appoint the following overnight chaperones for the James Caldwell High School Music Department overnight field trip (Board approved November, 2018) to Orlando, FL, from April 10 to April 14, 2019, at a rate of \$125.00 per night for each, for a total of \$5,000:

Paul Mazzeo	Gregory Paradis
Inez Morrisey	Danielle Ciccaglione
Elizabeth Dean	Andrew Burrows
Paul Larsen	Nathan Lienhard
Karissa Phillip	Keryn Karlsen

Approval to appoint the following teachers to serve as judges at the district-wide Geography Bee, Jefferson Elementary School, at a rate of \$44 per hour, for a maximum of two hours, on February 27, 2019:

James Curran Erin Christman Lauren Crispino

i. Mentor

Approval to appoint the following teacher to mentor new teachers, at a stipend of \$550 (for traditional route candidates) or \$1,000 (for alternate route candidates). Stipends to be paid by new teachers through payroll deductions:

Mentor	School	Mentee	No. of Weeks	CE or CEAS	Stipend
Eileen Wyka	Wilson	Shannon Stewart	14	CEAS	\$250

j. Professional Development Workshop

Approval of Leslie Moran, School Nurse, Jefferson Elementary School, and Lila Kurzum, School Nurse, Grover Cleveland Middle School, to conduct a CPR and AED training workshop on February 26, 2019, for a total of 3 hours each, at a rate of \$67.00 per hour for each.

k. Approval as Epi-pen Delegate

Adam Geher	Lincoln
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l. Approval as Substitutes

Daniela Cardona	County Substitute
Daniel Brown	County Substitute
Victoria LeCount	County Substitute

m. Approval as Home Instructor

Lisa DeLaura	Teacher of Mathematics
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2. Non-Certificated Staff

a. Retirement

Approval to accept a Service Retirement for Peter Bonsma, Maintenance, District, effective May 31, 2019.

b. Resignations

Approval to accept the resignation of Kristen Crowe, ABA Aide, Washington Elementary School, effective January 15, 2019.

Approval to accept the resignation of Gina Condorelli, Classroom Assistant, Kindergarten Enrichment Program, Continuing Education, Harrison School, effective February 6, 2019.

c. Appointments

Approval to appoint Norma Jean Zecchino, Special Education Aide, Lincoln Elementary School, at a rate of \$13.20 per hour, effective January 31 to June 30, 2019.

Approval to appoint Kathleen Vacca, Bus Aide, Harrison School, at a rate of \$13.20 per hour, effective February 5 to June 30, 2019.

Continuing Education

Approval to appoint Michele Cirminiello, Classroom Assistant, Kindergarten Enrichment Program, Continuing Education, Harrison School, at a rate of \$15 per hour, effective February 20 to June 30, 2019.

Extracurricular

Approval to appoint Kristine Kuligowski, Lighting Designer, for the Grover Cleveland Middle School spring musical, at a rate of \$800, effective for the 2018-2019 school year.

d. Student Field Placements

Approval for Haydy Shalaby, Seton Hall University, to complete her nursing service learning placement at James Caldwell High School, effective for the 2018-2019 school year.

Approval for Elizabeth Weissenberger, Caldwell University, to complete her observation/teacher assistant placement at Harrison School, effective for the 2018-2019 school year.

e. Positions Creation

Approval to create AM and PM Personal Aide positions, Grover Cleveland Middle School, for student #1700758 effective January 14, 2019.

Approval to create a PM Shared Aide position, Harrison School, for student #1700317, effective January 24, 2019.

Approval to create a PM Classroom Aide position, James Caldwell High School, due to increase in Biology class size, effective February 5, 2019.

Approval to create a PM Classroom Aide position, Grover Cleveland Middle School, due to increase in Resource Room class size, effective February 5, 2019.

f. Abolish Position

Approval to abolish the A.M. Shared Aide position, Grover Cleveland Middle School, for student #9905007, effective January 31, 2019.

ROLL CALL:

___ Mr. Cipoletti	___ Mr. D' Ambola	___ Ms. Grosso	___ Mr. King	___ Ms. Lanfrank
				___ Yes ___ No ___ Abs

C. Finance

Motion to approve item numbers 1. through 7. 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 January 31, 2019 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 – January 31, 2019

Budget Appropriation 2018-2019	\$56,878,210.58
Expended and Encumbered as of January 31, 2019	<u>47,894,137.87</u>
Available as of January 31, 2019	\$ 8,984,072.71

3. Treasurer's Report – December 31, 2018

Total Cash Receipts and Balance	\$7,603,634.13
Total Cash Expenditures	<u>4,071,659.23</u>
Total Cash Balance	\$3,531,974.90

4. Transfers

a. Approval of Appropriation Transfers to the 2018-2019 Budget – January 31, 2019.

5. Approval of Bills and Claims Schedule

a. Approval of Schedule #7 – January 31, 2019. \$5,133,889.67

6. Letter of Agreement

Approve an agreement with Best Choice Home Care, LLC to provide district-wide professional substitute nursing services for registered nurses at a rate of \$65.00 per hour, effective January 18, 2019 to January 17, 2020.

7. Comprehensive Annual Financial Report

Approval to accept the Annual Audit and Comprehensive Annual Financial Report (CAFR) and Corrective Action Plan for fiscal year ended June 30, 2018.

ROLL CALL:

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

D. Buildings, Grounds, and Capital Improvements

Motion to approve item numbers 1. and 2. on this evening’s Agenda under Buildings, Grounds, and Capital Improvements.

1. Use of School Facilities

Approval for the following organization to rent The Center for Performing Arts at James Caldwell High School:

Montclair & Chatham Chapter of the Barbershop Harmony Society, Lincoln Park, New Jersey on February 1, 2019 from 6:00PM to 10:00PM and February 2, 2019 from 7:00AM to 11:00PM.

Approval for the Caldwell-West Caldwell Soccer Club to use Room 106 in James Caldwell High School for club meetings on March 5, and April 2, 2019 from 7:00PM to 9:00PM.

2. Refuse Removal Contract

Approval to award a contract to Direct Waste Services, Inc. of Newark, New Jersey for refuse removal from the district’s facilities as per bids received on February 5, 2019, for a three-year contract term from April 1, 2019 to March 31, 2022 at the contract amount of \$46,626.44 per year - total contract amount of \$139,879.32, and Roll-off Container Service on an “as needed” basis for \$86.77 per ton for Type 10 and Type 13 waste with a set trucking fee of \$224.50 per haul.

ROLL CALL:

___ Mr. Cipoletti	___ Mr. D'Ambola	___ Ms. Grosso	___ 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, Miscellaneous, and Old Business 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. Cipoletti	___ Mr. D'Ambola	___ Ms. Grosso	___ Mr. King	___ Ms. Lanfrank
				___ Yes ___ No ___ Abs