

**MINUTES**  
**BOARD OF EDUCATION**  
**CALDWELL-WEST CALDWELL**

**REGULAR PUBLIC MONTHLY MEETING**  
**DECEMBER 14, 2020**

The President announced that the Caldwell-West Caldwell Board of Education Regular Public Monthly Meeting held on December 14, 2020 at 6:00PM via Zoom webinar 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, *The Star Ledger*, Newark, and *NJ TAPinto*, West Essex 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**

Board Members Present:

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

Administrators Present:

James Heinegg  
Kaitlin Jones  
Tom Lambe

**II. PLEDGE OF ALLEGIANCE**

**III. COMMUNICATIONS**

**IV. SUPERINTENDENT'S REPORT**

Two Grover Cleveland Middle School Students, Gregory Garcia and Dominic Holler, spoke about the latest news from GCMS.

**V. PRESIDENT'S REPORT**

The Superintendent, Business Administrator, and Board Members each offered thanks to Mr. King for his years of service to the District. Mr. King served three terms as a Board Member.

The President recognized the following staff mid-year retirements: Barbara Lantz Wise, Barbara Davison, and Linda Carleton. The Superintendent spoke about each of the staff members and offered best wishes for their retirements.

**VI. PUBLIC INPUT ON AGENDA ITEMS**

Public participation shall be governed by the following:

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.

**VII. MOTIONS BY CONTENT AREA**

**A. Curriculum**

Mr. D'Ambola moved; Mr. King seconded, a motion to approve item numbers 1. through 7. on this evening's Agenda under Curriculum.

**1. Enrollment Report for November 30, 2020.**

**2. Expense Reimbursements**

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

Gina McSheffrey-Emmons	NJASP Winter Conference	\$155.00 (Virtual)
Jaclyn Guenther	Youcubed Grades 3-5	\$275.00 (Virtual)

**3. Continuing Education Adult School Courses for Spring 2021**

Approve the following new Continuing Education Adult School courses for the 2021 spring session:

<u>Course</u>	<u>Instructor</u>	<u>Classes</u>	<u>Fee</u>
Candle Making Basics	Maureen Harris-Coyle	1	\$39.00
Creative Events and Party Planning Workshop	Carol Stavranka	1	\$39.00
Managing Stress and Anxiety	Diane Lang	1	\$39.00
Happiness 101 – Cultivating Happiness	Diane Lang	1	\$39.00
What Can I Control?	Diane Lang	1	\$39.00
Social Media Advantages and Use	Phil Shandra	1	\$39.00
Getting Things Done: Adults with ADHD	Diane Thompson	1	\$39.00
Integrative Medicine Workshops	Ratan Chaturvedi	4	\$59.00
American Sign Language II	Rebecca Cruz	10	\$120.00

**4. Amended Special Education Out of District Placements and Services**

Amend the total tuition and 1:1 aide rate for student #1000753 to attend ECLC, Chatham, NJ, at a tuition of \$62,022.00 and a 1:1 aide rate of \$32,240.00, for a total of \$94,262.00, to a tuition of \$62,022.00 and a 1:1 aide rate of \$33,000.00, for a total of \$95,022.00, effective for the July 1, 2020 to June 30, 2021.

Amend the total tuition and 1:1 aide rate for student #9905517 to attend ECLC, Chatham, NJ, at a tuition of \$62,022.00 and a 1:1 aide rate of \$32,240.00, for a total of \$94,262.00, to a tuition of \$62,022.00 and a 1:1 aide rate of \$33,000.00, for a total of \$95,022.00, effective July 1, 2020 to June 30, 2021.

**5. Special Education Out of District Placement and Service**

Approve student #1700397 to attend Pillar Elementary School, Livingston, NJ, at a tuition rate of \$44,581.00 plus a 1:1 Aide, at a rate of \$21,691.00, for a total of \$66,272.00, effective January 4 to June 30, 2021.

**6. Special Education Consultative Service**

Approve Therapeutic Hands Rehab, LLC, Mountain Lakes, NJ, to provide Occupational Therapy Services at a rate of \$88.00 per hour and Occupational Therapy Evaluations at a rate of \$500.00 per evaluation, effective October 1, 2020 to June 30, 2021.

**7. Music Department Consultant**

Appoint John Scott Chamberlain, Consultant, to provide Administrative support, at a rate of \$75 per hour, up to 5 hours per week, effective January 4 to March 31, 2021.

ROLL CALL: Ayes – Messrs. Cipoletti, D’Ambola, Mrs. Grosso, Mr. King, Mrs. Lanfrank

Nays – None

**B. Personnel**

The Superintendent recommended the following personnel items to the Board of Education:

Mr. King moved; Mr. D’Ambola seconded, a motion to approve Certificated Staff item letters a. through n. and Non-Certificated Staff item letters a. through d. on this evening’s agenda under Personnel.

**1. Certificated Staff**

**a. Resignation**

Accept the resignation of Nadia Rattley, Teacher of Students of Disabilities, James Caldwell High School, effective November 16, 2020.

**b. Amended Leave of Absence**

Amend the Disability Leave of Absence, with pay, for Lori Marulli, Teacher of Students with Disabilities, Jefferson Elementary School, from November 16, 2020 to January 1, 2021, to November 23 to January 1, 2021, followed by a Family Medical Leave of Absence, without pay, from January 4 to March 26, 2021.

**c. Amended Appointments – Extracurricular – Athletic**

Amend the appointment of the Winter Coaches for the 2020-2021 school year to reflect that their stipends are to be paid based on a portion of the season or activity completed. In the event that a season is either canceled, reduced, or modified, stipends will not be paid or will be pro-rated to be commensurate with the percentage of the season that is completed.

**d. Leave of Absence**

Personal Leave of Absence, without pay, for Laura Newman, Teacher of Students with Disabilities, Grover Cleveland Middle School, effective January 4 to March 31, 2021.

**e. Appointments**

Deborah Muscara, Interim Business Administrator/Board Secretary, at a rate of \$650 per day, effective January 1 to June 30, 2021.

Franklin Lincoln, District Anti-Bullying Coordinator, effective January 1 to June 30, 2021, at a stipend of \$1,000 (to be pro-rated).

Kaitlin Jones, District School Safety Specialist, effective January 1 to June 30, 2021, at a stipend of \$5,000 (to be pro-rated).

Alissa Mahadeen, Temporary Replacement, Teacher of Students with Disabilities, to teach LLD-1 and LLD-2 students remotely, at a rate of \$280 per day, effective November 23 to December 22, 2020.

Kaitlyn Heun, Temporary Replacement (for Rachel Kelly) Teacher of Health and Physical Education, Grover Cleveland Middle School, BA Guide, Step 3, at a salary of \$54,200 (to be pro-rated), effective February 26 to June 30, 2021.

**f. Appointments – Additional Assignments**

Teachers to cover an additional Resource Room class as follows:

First Name	Last Name	School	Date	Rate
Daryle	Weiss	GCMS	1/4/21 to 3/31/21	\$3,120
Breanne	DeVico	GCMS	1/4/21 to 3/31/21	\$3,161
Lisa	Peluso	GCMS	1/4/21 to 3/31/21	\$3,360
Bethany	Chauvette	GCMS	1/4/21 to 3/31/21	\$3,120

**g. Appointment – Additional Hours**

Nicholas Meyer, Coordinator of Music Department activities, up to 5 hours per week, at a rate of \$44 per hour, effective January 4 to March 31, 2021.

**h. Appointments -Schedule C- Extracurricular – Non-Athletic**

Schedule C – Extracurricular Non-Athletic Stipends for the 2020-21 school year as follows:

First Name	Last Name	School	Position	Level	Rate of Pay
Matteo	Varano	JCHS	Jazz Band	Level II	\$2,459
Elsie	Timpson	JCHS	Women of Note	Level III	\$2,535
Elsie	Timpson	JCHS	Madrigal Singers	Level III	\$2,402
Maura	Lincoln	GCMS	Ecology Club	Level III	\$2,001

Susan Callaghan, Teacher of English, James Caldwell High School, IEQ/Safety Committee Representative, at a stipend of \$4,000, effective September 1, 2020 to June 30, 2021.

**i. Salary Guide Movement**

Move Breanne DeVico, Teacher of Students with Disabilities, Grover Cleveland Middle School, on the salary guide for the successful completion of coursework, from BA Guide, Step 5 to BA+16 Guide, Step 5, at a salary of \$58,531, effective February 1, 2021.

**j. Mentor**

Following teacher to mentor a new teacher, at a stipend of \$550. Stipend to be paid by new teacher through payroll deductions:

Mentor	School	Mentee	No. of Weeks	CE or CEAS	Stipend
Lisa Peluso	GCMS	Carolyn Narepecha	30	CEAS	\$550.00

**k. Glucagon Delegates**

Scott Aji	JCHS
Samantha Bathmann	JCHS
Amanda Leach	JCHS
Evan McLaughlin	JCHS
Nicholas Meyer	JCHS
Nicole Rubino	JCHS
Jackie Stafford	JCHS
Jeannie Gerdy	Washington

**l. Epi-pen Delegates**

Scott Aji	JCHS
Samantha Bathmann	JCHS
Nicole Bergen	JCHS
Patricia Miscia	JCHS
Amanda Leach	JCHS
Evan McLaughlin	JCHS
Nicholas Meyer	JCHS
Nicole Rubino	JCHS
Jackie Stafford	JCHS
John Bertollo	GCMS
Amanda Best	GCMS
Lori Chomko	GCMS
Breanne DeVico	GCMS

Amanda Keenan	GCMS
Kyle McCall	GCMS
Heather McCarthy	GCMS
Gennifer Otinsky	GCMS
Diana Reyes	GCMS
Annette Rodriguez	GCMS
Mickayla Romero	GCMS
Ryuichi Saito	GCMS
Nicole Sheridan	GCMS
Erica Thacker	GCMS
Erin Matysik	Harrison
Cara Bakos	Lincoln
Christine Dunne	Lincoln
Adam Geher	Lincoln
Brittany Palmer	Lincoln
Brianna Reggiani	Washington
Jeannie Gerdy	Washington
Allison Flanagan	Wilson
Scott Stiefbold	Wilson

**m. CPR-AED Instructors**

Lila Kurzum	GCMS
Leslie Moran	Jefferson

**n. CPR-AED Delegates**

Scott Aji	JCHS
Samantha Bathmann	JCHS
Jamie Blanchard	JCHS
Evan McLaughlin	JCHS
Nicholas Meyer	JCHS
Nicole Rubino	JCHS
Jackie Stafford	JCHS
Amanda Best	GCMS
Katelyn McAuliffe	GCMS
Erica Thacker	GCMS
John Timan	GCMS
Diana Reyes	GCMS
Daryle Weiss	GCMS
Jacqueline Donohue	Harrison
Colleen Geier	Harrison

Erin Matysik	Harrison
Christine Dunne	Lincoln
Abby Landau	Lincoln
Robyn Foley-Stevens	Lincoln
Jeffrey Stiefbold	Lincoln
Sheila Zeman	Lincoln
Amy Andrews	Washington
Brianna Reggiani	Washington
Sheila Zeman	Washington
Lisa Zevin	Washington
Allison Flanagan	Wilson
Scott Stiefbold	Wilson
Karen Tufo	Wilson

**2. Non-Certificated Staff**

**a. Contract Approval (Attached)**

Negotiated Agreement Between the Board of Education Caldwell-West Caldwell and the Caldwell-West Caldwell Educational Secretaries Association, effective July 1, 2020 to June 30, 2023.

**b. Resignations**

Accept the resignation of Michelle Raimondi, Lunch Aide, Wilson Elementary School, effective November 10, 2020. Ms. Raimondi will remain as a Special Education aide.

Accept the resignation of Magdalena Maucione, Special Education Aide, effective November 25, 2020.

**c. Amended Leave of Absence**

Amend the Personal Leave of Absence, without pay, for Linda Stewart, from Lunch Server and Bus Aide, Jefferson Elementary School, to Bus Aide, District, effective November 9, 2020 to June 30, 2021. Ms. Stewart is remaining as a Lunch Server.

**d. Appointments**

Stephanie Colavita, Substitute Bus Aide and Substitute Special Education Aide, District, at a rate of \$13.00 per hour, effective November 16, 2020.

Cynthia Rodriguez, ABA Aide, Harrison School, at a rate of \$19.75 per hour, effective November 16, 2020 to June 30, 2021.

Mia Savanello, Special Education Aide, Harrison School, at a rate of \$14.00 per hour, effective November 20, 2020 to June 30, 2021.

Michael Burgos, Bus Aide, District, at a rate of \$14.00 per hour, effective date to be determined.

Custodians

Extend the appointment of Jose Sendon, Custodian, Grover Cleveland Middle School, effective December 1, 2020 to June 30, 2021, after completion of the 90-day probationary period.

Extend the appointment of Nicholas Novellino, Custodian, Washington Elementary School, effective December 14, 2020 to June 30, 2021, after completion of the 90-day probationary period.


ROLL CALL: Ayes – Messrs. Cipoletti, D’Ambola, Mrs. Grosso, Mr. King, Mrs. Lanfrank  
Nays – None

**C. Finance**

Mr. Cipoletti moved; Mrs. Grosso seconded, a motion to approve item numbers 1. through 7. on this evening’s Agenda under Finance.

**1. Certification of Funds**

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 November 30, 2020 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 – November 30, 2020 & Treasurer’s Report – October 31, 2020**

Mr. Cipoletti reviewed the total receipts, total expenditures and cash balances as of these dates, and requested that the report be filed in the Secretary’s Office.

**3. Transfers (Attached)**

Appropriation Transfers to the 2020-2021 Budget – November 30, 2020.

**4. Bills and Claims Schedule**

Mr. Cipoletti stated that Schedule #5 – November 30, 2020. has been distributed to the Board.

The President and Secretary are authorized to sign individual warrants in the amount of \$4,542,808.77

**5. Sick Day Payouts**

Payment for unused sick days, at \$70 per day to a maximum of 300 days, to the following employees retiring December 31, 2020, as per contract:

<u>Employee Name</u>	<u>No. of Sick Days</u>	<u>Total Amount</u>
Barbara Davison	12	\$840



Linda Carleton	107.5	\$7,525
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Payment for unused sick days, at \$65 per day, to the following retired employee as per contract:

<u>Employee Name</u>	<u>No. of Sick Days</u>	<u>Total Amount</u>
George Morris	6	\$390

**6. Grants**

ESSA

Amendment to the FY21 Federal ESSA grant, to include carryover from FY20, as follows:

**FY20 ESSA ALLOCATIONS (including carryover)**

	<b>Public</b>	<b>Nonpublic</b>	<b>Total</b>
<b>Title I</b>	\$ 277,974	\$ 0	\$ 277,974
<b>Title IIA</b>	\$ 45,892	\$ 2,893	\$ 48,785
<b>Title III*</b>	\$ 25,860	\$ 0	\$ 25,860
<b>Title III Immigrant</b>	\$ 2,878	\$ 0	\$ 2,878
<b>Title IV</b>	\$ 14,064	\$ 1,814	\$ 15,878
<b>Total</b>	\$ 366,668	\$ 4,707	\$ 371,375

*\* Title III includes \$12,151 for Caldwell-West Caldwell and \$13,709 in funds managed for other districts as the lead of a consortium.*

Amendment to the FY21 Federal IDEA grant, to include carryover from FY20, as follows:

**FY20 IDEA ALLOCATIONS (including carryover)**

	<b>Public</b>	<b>Nonpublic</b>	<b>Total</b>
<b>IDEA Basic</b>	\$ 625,159	\$ 35,908	\$ 661,067
<b>IDEA Preschool</b>	\$ 19,963	\$ 394	\$ 20,357
<b>Total</b>	\$ 645,122	\$ 36,302	\$ 681,424

**SECURITY**

Application to the State of New Jersey for a Security Grant in the amount of \$148,190. The district has the availability of local funds if the total estimated costs of the proposed work exceed the school district's grant allowance.

**CARES ACT**

Amendment to the CARES Act Grant to include an additional public allocation of \$22,098, for a total public allocation of \$155,678, a nonpublic allocation of \$19,555 and a total allocation of \$175,233.

**7. School Vehicle Purchase**

Purchase of a 2022-year Thomas Model # 041LS 16-passenger school bus from H.A. Dehart and Sons, located in Thoraford, NJ, for the amount of \$60,267.56, through the Hunterdon County Educational Services Commission cooperative bus bid # TRANS 19-17.

ROLL CALL: Ayes – Messrs. Cipoletti, D’Ambola, Mrs. Grosso, Mr. King, Mrs. Lanfrank

Nays – None

**8. Professional Services Contract**

Mrs. Lanfrank moved; Mr. Cipoletti seconded, a motion to approve a contract with Summit Management Solutions LLC to provide business office consulting services at a rate of \$125 per hour from January 1, 2021 through June 30, 2021.

ROLL CALL: Ayes – Messrs. Cipoletti, D’Ambola, Mrs. Grosso, Mr. King, Mrs. Lanfrank

Nays – None

**D. Buildings, Grounds, and Capital Improvements**

Mrs. Grosso moved; Mr. Cipoletti seconded, a motion to approve item 1. on this evening’s Agenda under Buildings, Grounds, and Capital Improvements.

**1. Use of Facilities**

Kellianne Josephsen, Head Girls Soccer Coach, to use Bonnel Field at James Caldwell High School for a soccer clinic fundraiser on December 19, 2020 from 9:00 AM to 12:00 PM.

ROLL CALL: Ayes – Messrs. Cipoletti, D’Ambola, Mrs. Grosso, Mr. King, Mrs. Lanfrank

Nays – None

**VIII. PUBLIC HEARING**

Mrs. Lanfrank moved; Mrs. Grosso seconded, a motion to adjourn the Regular Public Monthly Meeting at 6:52 PM.

ROLL CALL: Ayes – Messrs. Cipoletti, D’Ambola, Mrs. Grosso, Mr. King, Mrs. Lanfrank

Nays – None

SUBMITTED BY:



Thomas J. Lambe, Business Administrator/Board Secretary