

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

**REGULAR PUBLIC MONTHLY MEETING**  
**NOVEMBER 8, 2021**

The President announced that the Caldwell-West Caldwell Board of Education Regular Public Monthly Meeting held on November 8, 2021 at 7:00 pm in the Harrison Conference Room, 104 Gray Street, West Caldwell and 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, NJ and *The Star Ledger*, Newark, NJ 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  
Chris Elko  
Julianne Grosso, Vice President  
Dan Cipoletti, President

Board Member Absent:

Marie Lanfrank

Administrators Present:

Christopher Conklin  
Kaitlin Jones  
Brian McCarthy

**II. PLEDGE OF ALLEGIANCE**

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**EXECUTIVE SESSION**

**SUPERINTENDENT'S OFFICE, GRAY STREET, NJ**

The purpose of this meeting is to discuss Personnel, Negotiations, Litigation, Miscellaneous, and Old Business matters. This meeting has been advertised and is compliant 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. Public meeting will resume at 7:00pm.

**Motion to Enter Executive Session**

Motion made by Mrs. Grosso; seconded by Mr. D'Ambola upon the recommendation of the Superintendent of Schools, the Caldwell-West Caldwell Board of Education entered Executive Session at 6:00 pm.

**Affirmative Vote**

**4 Ayes 0 Nays 0 Abstentions**

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**Motion to Enter Public Session**

Motion made by Mrs. Grosso; seconded by Mr. D'Ambola upon the recommendation of the Superintendent of Schools, the Caldwell-West Caldwell Board of Education returned to Open Session at 7:04 pm.

**Affirmative Vote**

**4 Ayes 0 Nays 0 Abstentions**

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**III. COMMUNICATIONS**  
There were none.

**IV. SUPERINTENDENT’S REPORT**

Board President read the following statement honoring Eagle Scout Sean Payne:

**CALDWELL–WEST CALDWELL BOARD OF EDUCATION  
RESOLUTION HONORING SEAN PAYNE**

**WHEREAS**, Sean Payne has earned the rank of Eagle Scout, Scouting’s highest award,  
and;

**WHEREAS**, Sean Payne has demonstrated individuality in designing and providing  
the leadership to complete a service project necessary to attain Eagle Scout status,  
and;

**WHEREAS**, the Eagle Scout Challenge embodies the highest ideals of honor,  
loyalty, courage, leadership and service embraced by the Caldwell-West Caldwell  
public schools, and;

**WHEREAS**, Sean Payne has exemplified these ideals as a student and member of the  
community;

**THEREFORE, BE IT RESOLVED** that the Caldwell-West Caldwell Board of  
Education takes great pride in recognizing and commending Sean Payne for his  
achievement this 8th day of November, 2021.

Kaitlin Jones, Alyna Jacobs, Elizabeth Fisher made a presentation on CWC Assessments.

**V. PRESIDENT’S REPORT**

**VI. APPROVAL OF MINUTES**

Mrs. Grosso moved; Mr. D’Ambola seconded, a motion to approve the Public Conference  
Meeting Minutes and Executive Session Minutes of October 11, 2021 and the Regular Public  
Monthly Meeting Minutes and Executive Session Minutes of October 18, 2021.

**ROLL CALL VOTE:** Ayes – Messrs. D’Ambola, Elko, Mrs. Grosso, Mr. Cipoletti

Nays – None

**VII. COMMITTEE REPORTS**

- A. Mr. Elko reported on the Finance and Facilities Committee meeting.

**VIII. PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

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.

**A. Curriculum and Technology**

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

Mrs. Grosso moved; Mr. D'Ambola seconded, a motion to approve item numbers 1. through 8. on this evening's Agenda.

**1. Enrollment Report (Attached)**

Enrollment Report of October 31, 2021.

**2. Field Trip Request**

Walking field trip for Lincoln School students (Grades K-5) to the Caldwell Green, to attend a ceremony sponsored by the American Legion honoring veterans who served in the U.S. Armed Forces, on Thursday, November 11, 2021. Approximately 248 students and 20 staff members will be in attendance.

**3. Harassment, Intimidation, and Bullying Incidents**

Affirm the Administration's determination concerning Harassment, Intimidation, and Bullying Investigation #0290 for the period October 9, 2021 – October 31, 2021 as outlined in the confidential report shared with Board of Education members and on file in the Superintendent's Office.

**4. Special Education Out of District Service**

1:1 Aide services for an after-school club, for student #893 attending PG Chambers School, Cedar Knolls, NJ, at the rate of \$28.00/hour, not to exceed a total of (8) hours, effective 10/7/21-12/21/21.

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

Amend the out of district placement and service for student #1701116 to attend The Newmark School, Scotch Plains, NJ, at a tuition rate of \$49,341.72, from Chatham Middle School, Chatham, NJ, effective October 25, 2021.

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

Special Education out of district placement and service for student #1000868 to attend Windsor Learning Center, Pompton Lakes, NJ, at a tuition rate of \$48,618.00, from Wilson Elementary School, West Caldwell, NJ effective October 27, 2021.

**7. Contracted Provider**

Kelly Wahl, Inclusion Specialist and Trainer, Belford, NJ, at the rate of \$600/day and \$300/half day.

**8. Expense Reimbursements**

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

Julia Hollman	Spotlight on Contemporary Antisemitism Montclair State University	\$25.00 (parking fee only)
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ROLL CALL VOTE: Ayes – Messrs. D’Ambola, Elko, Mrs. Grosso, Mr. Cipoletti

Abstained – Mr. D’Ambola on item #6 only.

Nays – None

**B. Personnel**

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

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

**1. Certificated Staff**

**a. Resignations**

Accept the resignation of Erin Christman, Elementary Teacher, Jefferson Elementary School, effective December 31, 2021.

Accept the resignation of David Modero, Music Teacher, District, effective December 27, 2021.

**b. Amended Leaves of Absence**

Amend the Medical Leave of Absence, with pay, for Employee #274, Jefferson Elementary School, from September 1 to November 5, 2021 to September 1 to November 26, 2021.

Amend the Medical Leave of Absence, with pay, for Employee #170, Lincoln Elementary School, from September 17 to October 15, 2021 to September 17 to October 29, 2021.

Amend the Disability Leave of Absence, with pay, for Employee #235, Harrison School, from November 18, 2021 to January 17, 2022, to November 1, 2021 to January 17, 2022, followed by a Family Medical Leave of Absence, without pay, from January 18 to April 8, 2022, followed by a Maternity Leave of Absence, without pay, from April 11 to June 23, 2022.

**c. Amended Appointment**

Amend the appointment of Faith Fennelly, Temporary Leave Replacement (for Employee #781), Teacher of Students with Disabilities, Jefferson Elementary School, BA Guide, Step 1, at a salary of \$52,500 (to be pro-rated), to include effective dates of November 8, 2021 to June 30, 2022.

**d. Leaves of Absence**

Disability Leave of Absence, with pay, for Employee #776, Teacher of Students with Disabilities, Grover Cleveland Middle School, from April 11 to June 9, 2022, followed by a Family Medical Leave of Absence, without pay, from June 10 to October 28, 2022.

Medical Leave of Absence, with pay, for Employee #149, Grover Cleveland Middle School, from November 8, 2021 to February 4, 2022.

**e. Appointments**

Schedule C – Extracurricular Non-Athletic

Schedule C – Extracurricular Non-Athletic Stipends for the 2021-22 school year.

First Name	Last Name	School	Position	Level	Amount
Christopher	Trause	JCHS	World Language DAC	N/A	\$6,070
Diana	Reyes	GCMS	World Language DAC	N/A	\$6,070

**f. Grant Funds and Appointments**

Following teachers as instructors for the SMART Support Program, at a rate of \$44 per hour (45-minute session + 15-minute planning) to be paid from Title I and/or local funds, effective for the 2021-2022 school year:

Jefferson Elementary School

Christine Gershon      Ellen Brennan  
 James Curran          Kristen DeVecchio  
 Brittany Ubitz         Cynthia Neal

Lincoln Elementary School

Brittany Palmer

Washington Elementary School

Brianna Reggiani      Peter Protopigiannis

Alexander Winkler      Amanda Cordero

Wilson Elementary School

Cassandra Lange      Jaclyn Guenther  
 Scott Stiefbold      Emma Limatola  
 Bridget Brown

**g. Mentor**

Following teacher to mentor a new teacher, at a stipend of \$550 for 30 weeks (traditional route candidates), or \$1,000 (alternate route candidates). Stipend to be paid by new teacher through payroll deductions:

<u>Mentor</u>	<u>School</u>	<u>Mentee</u>	<u>weeks</u>	<u>Cert</u>	<u>Stipend</u>
Cynthia Neal	Jeff	Faith Fennelly	30	CEAS	\$550

**h. Substitute Teachers**

Nicole Skopak      PreK-3, Elementary, TOH, Reading Specialist  
 Marylyn Coppola      Music

**i. Substitute Nurse**

Emily Boyer

**2. Non-Certificated Staff**

**a. Appointments**

Wendy Hendricks-Ruddy, Special Education Aide, Washington Elementary School, at a rate of \$18.45 per hour, effective October 25, 2021 to June 30, 2022.

Arjeta Dega, Lunch Aide, Wilson Elementary School, at a rate of \$14.35 per hour, effective October 25, 2021 to June 30, 2022.

Luz Lopez, Bus Driver, Harrison School, at a rate of \$28.10 per hour, effective October 28, 2021 to June 30, 2022.

Aviva Bertaccini, Special Education Aide, Wilson Elementary School, at a rate of \$14.35 per hour, effective November 1, 2021 to June 30, 2022.

Marylyn Coppola, Substitute Secretary, at a rate of \$13 per hour, effective November 1, 2021 to June 30, 2022.

**b. Position Transfer**

Angela Tobey, from Confidential Secretary-Personnel to Human Resources Manager, at a salary of \$85,000 (to be pro-rated), effective November 1, 2021 to June 30, 2022.

**c. Student Field Placements**

Kayla Fletcher, student, Montclair State University, to complete her Clinical I and II placement at Grover Cleveland Middle School, effective for the 2021-22 school year.

Kelly Coombs, student, Montclair State University, to complete her Clinical I and II placement at Grover Cleveland Middle School, effective for the 2021-22 school year.

Padraic Finnegan, student, Montclair State University, to complete his Clinical I and II placement at Washington Elementary School and Lincoln Elementary School, effective for the 2021-22 school year.

ROLL CALL VOTE: Ayes – Messrs. D’Ambola, Elko, Mrs. Grosso, Mr. Cipoletti

Nays – None

**C. Finance and Facilities**

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

Mr. Elko moved; Mr. D’Ambola seconded, a motion to approve item numbers 1. through 13. on this evening’s Agenda under Finance and item numbers 1. and 2. under Facilities.

**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 October 31, 2021 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.

  
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Brian P. McCarthy

**2. Secretary’s Report and Treasurer’s Report – General Fund – October 31, 2021**

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

**3. Transfers (Attached)**

Appropriation Transfers to the 2021-2022 Budget October 31, 2021.

**4. Bills and Claims Schedules**

Mr. Elko stated that Schedule #4 – October 31, 2021 has been distributed to the Board.

The President and Secretary are authorized to sign individual warrants in the amount of \$5,266,144.85

5. **Technology Purchase**  
Purchase of 100 Acer C271 Chromebooks, 100 Google licenses, 100 CDW ADP from CDWG, Inc. Vernon Hills, Illinois, for \$51,924.00 under ESCNJ State Contract #18/19-03.
  
6. **Strauss Esmay**  
Contract with Strauss Esmay for the following projects:
  1. Revise and update existing Policy and Regulation Manual for a fee of \$5,000
  
  2. Convert entire Policy and Regulation manual to DISTRICTOnline for the following fees:

One-time set-up fee	\$1,995
Annual DOL Fee (which would be pro-rated to 6/30/22)	\$1,695
PUBLICACCESSOnline Fee (which would be prorated to 6/30/22)	<u>\$ 495</u>
Total DISTRICTOnline Fees:	\$4,185
  
7. **2022-2023 Budget Calendar**  
Budget calendar for the 2022-2023 school year, to be adjusted as needed.
  
8. **American Rescue Plan IDEA Grant**  
Approve application, and accept award, for 2021-2022 (FY22) American Rescue Plan (ARP) Individuals with Disabilities Education Act (IDEA) Grant. The district has been awarded \$126,346 for ARP IDEA Basic, and \$10,783 for ARP IDEA Preschool. The project period for the grant is 7/2/2021 through 9/30/2022.
  
9. **American Rescue Plan ESSER GRANT**  
**RESOLVED**, upon the recommendation of the Superintendent, the Caldwell - West Caldwell Board of Education approves the application, and accepts the award, for the 2021-2022 (FY22) American Rescue Plan (ARP) ESSER Grant.  
  
The total amount of the grant is \$1,766, 015, and can be expensed from the periods 3/11/2021 to 9/30/2024. Total District Award/Allocation: \$1,413,735 - ESSER; \$227,280 - Accelerated Learning Coaching and Educator Support Grant; \$40,000 - Evidence -Based Summer Learning and Enrichment Activities Grant; \$40,000 - Evidence- Based Comprehensive Beyond the School Day Activities Grant; \$45,000 - NJTSS Mental Health Support Staffing Grant.
  
10. **Amendment to the 2022 IDEA Grant (include Carry-Over Funds)**  
**RESOLVED**, upon the recommendation of the Superintendent, the Caldwell - West Caldwell Board of Education (CWCBOE) approves the submission of an amendment to the 2021-2022 (FY22) IDEA Grant to include Carry Over Funds from the 2020-2021 (FY21) IDEA Grant.



The Carryover allocation includes \$35,908 for IDEA Basic (\$19,220 for CWCBOE, and \$16,688 proportionate share for Non-Public), and \$394 for IDEA Preschool. The Non-Public share can only be used for Pre-K thru 12th grade students attending Non-Public schools within the Townships of Caldwell and West Caldwell.

**11. Fiscal Year 2020 (FY20) School Security Grant**

**RESOLVED**, upon the recommendation of the Superintendent, the Caldwell - West Caldwell Board of Education accepts the FY20 School Security Grant in the amount of \$148,190. The grant will fund expenses that are directly related to Alyssa Law Compliance, and/or eligible school security improvements.

**12. Parental Contract for Student Transportation**

Parental Contract for Student Transportation for Student #1000868, for transportation to the Windsor Learning Center, Pompton Lakes, NJ, at a contract amount of \$10,000.00 (to be prorated), direct reimbursement, effective November 9, 2021 to June 30, 2022.

**13. License Agreement**

License Agreement between the Caldwell-West Caldwell Board of Education and the New Jersey Institute of Technology (NJIT) to use University facilities for the James Caldwell High School Swim Teams' practices on Mondays, Wednesdays and Fridays from 5:30 pm to 7:00 pm and home competitions, (schedule TBD) effective November 8, 2021 to February 25, 2022 at an estimated cost of \$10,720.

**Facilities**

**1. Comprehensive Maintenance Plan and M-1**

Submit the "Annual Maintenance Budget Amount Worksheet" (Form M-1) and the "Comprehensive Maintenance Plan" (Form CMP) as required under N.J.A.C. 6A:26 to the State Board of Education.

**2. Use of School Facilities**

Township of West Caldwell to use the James Caldwell High School main and auxiliary gyms and cafeteria on Sunday, December 19, 2021 for their annual Recreation Wrestling tournament from 8:00 AM – 5:00 PM.

ROLL CALL VOTE: Ayes – Messrs. D'Ambola, Elko, Mrs. Grosso, Mr. Cipoletti

Nays – None

**D. Policy**

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

Mr. Elko moved; Mr. D'Ambola seconded, a motion to approve item number 1. on this evening's Agenda under Policy.

**1. Second Reading New and/or Revised Policies, Regulations, Bylaws**

Second reading of the following new or revised policies, regulations, and bylaws:

