

MINUTES
BOARD OF EDUCATION
CALDWELL-WEST CALDWELL

SPECIAL PUBLIC MEETING
June 27, 2022

The President announced that the Caldwell-West Caldwell Board of Education Special Public Meeting held on June 27, 2022 at 6:30 pm in the Harrison Conference Room, 104 Gray Street, West Caldwell and via livestream 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
Paula Getty
Julianne Grosso, Vice President
Dan Cipoletti, President

Board Member Absent:

Chris Elko

Administrators Present:

Christopher Conklin
Kaitlin Jones
Brian McCarthy

II. **PLEDGE OF ALLEGIANCE**

III. **COMMUNICATIONS**

IV. **SUPERINTENDENT'S REPORT**

- A. Student Recognition
- B. JCHS Baseball Team Recognition

V. **PRESIDENT'S REPORT**

VI. **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.

VII. COMMITTEE REPORTS

A. CURRICULUM AND TECHNOLOGY

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

Mr. D'Ambola moved; Mrs. Grosso, seconded, a motion to approve item numbers 1. through 10. on this evening's Agenda under Curriculum and Technology.

1. **Enrollment Report June 23, 2022** (Attached)
2. **Harassment, Intimidation, and Bullying Incidents**
Approve the Administration's determination concerning Harassment, Intimidation, and Bullying Investigation #0317 as outlined in the confidential report shared with the Board of Education members and on file in the Superintendent's Office.
3. **Curriculum: New and Revised** (Attached)
 - a. Additional classroom library texts for Grades K-5, for the 2022-2023 School Year.
 - b. Use of *Big Ideas* Math Textbook and Resources for Algebra I, Geometry, and Algebra II, grades 9-12.
4. **Professional Development Plan** (Attached)
Professional Development Plan for the 2022-2023 School Year.
5. **Fall Athletic Schedules 2022-2023** (Attached)
Fall 2022 Interscholastic Athletic Schedule.
6. **Extracurricular Club Creation** (Attached)
Create, after a two-year trial period, the following club:

School	Club Name	Trial Period End Date
JCHS	Dance Club	6/27/2024

7. **Special Education Consultative Services**
Special Education Consultative appointments as follows:

<u>Student</u>	<u>Service</u>	<u>Fee</u>	<u>Effective</u>
1000513	Bedside Instruction	\$95.00/hour not to exceed \$2,850.00	5/24/22-6/7/22

8. **Special Education Consultative Services (Attached)**
Special Education consultative appointments as outlined on the attached spreadsheet, effective July 1, 2022 – June 30, 2023.

9. **Special Education Out of District Placements** (Attached)

Special Education Out of District Placements as outlined on the attached spreadsheet, effective September 1, 2022 – June 30, 2023.

10. **Expense Reimbursements**

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

Kaitlin Jones	Affirmative Action Officer (AAO) Training	\$500 (virtual)
Kaitlin Jones	Anti-bullying Specialist Training	\$500 (virtual)

ROLL CALL VOTE: Ayes – Mr. D’Ambola, Mmes. Getty, Grosso, Mr. Cipoletti

Nays – None

Motion carried.

B. **PERSONNEL**

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

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

1. **Certificated Staff**

a. **Resignations**

Accept the resignation of **Nicole Rubino**, Teacher of Health and Physical Education, James Caldwell High School, effective June 30, 2022.

b. **Appointments**

Lauren Conahan, Teacher of Students with Disabilities, Wilson Elementary School, BA Guide, Step 1, at a salary of \$53,500, effective September 1, 2022 to June 30, 2023.

Taryn Lamont, Elementary Teacher, Wilson Elementary School, MA Guide, Step 11, at a salary of \$71,496, effective September 1, 2022 to June 30, 2023.

Christina Dube, Teacher of Students with Disabilities, Wilson Elementary School, BA Guide, Step 4, at a salary of \$57,140, effective September 1, 2022 to June 30, 2023.

Luke Maginnis, Teacher of Physical Education, Wilson Elementary School, BA+16 Guide, Step 7, at a salary of \$62,771, effective September 1, 2022 to June 30, 2023.

Marinna Kwinta, Teacher of ESL, District, BA Guide, Step 2, at a salary of \$54,500, effective September 1, 2022 to June 30, 2023.

Alexandra Ross, School Counselor, Lincoln Elementary School, MA Guide, Step 7, at a salary of \$66,111, effective September 1, 2022 to June 30, 2023.

Gina Bonacarti, School Social Worker, Jefferson Elementary School, MA Guide, Step 3, at a salary of \$60,440, effective September 1, 2022 to June 30, 2023.

Emily Polizzi, School Counselor, Washington Elementary School, MA+16 Guide, Step 12, at a salary of \$75,561, effective September 1, 2022 to June 30, 2023.

Schedule C – Extracurricular Non-Athletic Stipends

Schedule C – Extracurricular Non-Athletic Stipends for the 2022-2023 school year as follows:

First Name	Last Name	School	Position	Level	Amount
Patricia	Miscia	JCHS	Math Dept Coordinator	N/A	\$6,070
Andrew	Burrows	JCHS	K-12 Music Dept Coordinator	N/A	\$6,070
Juliana	Dmytriv	JCHS	Student Council Advisor (.5)	Level I	\$1,493
Jamie	Sarro	JCHS	Student Council Advisor (.5)	Level I	\$1,493
Cheryl	Baut	JCHS	After School Homework Help (.4)	Level III	\$3,096
Lisabeth	Powell	JCHS	After School Homework Help (.4)	Level III	\$3,096
Alisha	Gencarelli	JCHS	After School Homework Help (.2)	Level III	\$1,548
Joseph	Pennetta	JCHS	Peer Leadership Advisor (to max 60 hours)	N/A	\$44/hr.

Extra-Curricular – Athletic

James Caldwell High School fall coaches and weight room supervisors for the 2022-2023 school year. All stipends will be pro-rated based on the season calendar, if necessary as follows:

First Name	Last Name	Position	Level	Amount
Luke	Maginnis	Football Assistant Coach	Level I	\$8,524
Santo	Puzzo	.5 Football Freshman Coach	Level I	\$4,262
Jon	Housel	.5 Football Freshman Coach	Level I	\$4,262
Jack	Docteroff	Football Equipment Manager	Level I	\$3,546

Additional Assignments

Teachers to cover an additional class, effective for the 2022-2023 school year as follows:

<u>First Name</u>	<u>Last Name</u>	<u>School</u>	<u>Additional Assignment</u>	<u>FTE</u>	<u>RateOfPay</u>
Priscilla	Ledergerber	GCMS	Spanish	1.0	\$12,700
Maritza	Viera-Ferrer	GCMS	Spanish	1.0	\$10,700
Consuelo	Cirilo	GCMS	Spanish & Spec Ed	1.0	\$10,700
Diana	Reyes	GCMS	Spanish	1.0	\$12,700
Yeisson	Bernal	GCMS	Spanish	1.0	\$10,700
Nicholas	Esposito	GCMS	Physical Education/Health	1.0	\$11,600
Katelyn	McAuliffe	GCMS	Physical Education/Health	1.0	\$12,700
Kerrin	Goosman	GCMS	Physical Education/Health	1.0	\$11,600
Gary	Gadek	GCMS	Physical Education/Health	1.0	\$11,600
Inez	Morrissey	GCMS	Art	1.0	\$10,700
Lauren	Willenborg	GCMS	Innovation & STEM	1.0	\$11,600
Barbara	Cook	GCMS	Life Skills	1.0	\$12,700
Emily	Ackerman	JCHS	Art	1.0	\$10,700
Sarah	Petruziello	JCHS	Art	1.0	\$11,600
Mary	Allegretta	JCHS	Art	1.0	\$11,600
Joseph	Pennetta	JCHS	Art	1.0	\$10,700
Anita	Dubas	JCHS	Family & Consumer Science	1.0	\$10,700
Kenneth	Rosenthal	JCHS	Family & Consumer Science	1.0	\$11,000
John	Timan	JCHS	Physical Education/Health	1.0	\$11,600
Kyle	Huff	JCHS	Physical Education/Health	1.0	\$10,700
Susan	Callaghan	JCHS	English	1.0	\$12,700
Tara	DiMattia	JCHS	Creative Writing	.5	\$6,050 2/2023 – 6/2023
Calvin	Harper	JCHS	Business	1.0	\$11,600
Karen	McIntyre	JCHS	US History Special Ed	1.0	\$12,700
Robin	Keil	JCHS	English Special Ed	.5	\$5,800 9/2022 – 1/2023
Lisa	Manfre	JCHS	Italian	1.0	\$11,600

Project Graduation

Rescind the appointment of Danielle Ciccaglione as chaperone for Project Graduation from June 23 to June 24, 2022.

Lila Kurzum , chaperone, for Project Graduation from June 23 to June 24, 2022, at a rate of \$400.

Summer Programs

Demetria Marks as substitute for the Elementary and Middle School SMART Summer Academy, at a rate of \$44 per hour.

c. Curriculum Development -2022-23

Elementary Curriculum & Professional Learning Committees

Following teacher to the Elementary STEM Curriculum & Professional Learning Committee, at a rate of \$44 per hour, effective July 1, 2022 to June 30, 2023.

Name	School
Jenny Frank	Harrison

Following teachers to attend Math: Investigations Institute professional development, at a rate \$175 per day, effective July 11 to August 29, 2022, paid from ESEA funds:

First Name	Last Name	School	# of days
Joan	Jobes	Washington	1
Lauren	Conahan	Wilson	1
Taryn	Lamont	Wilson	2
Christina	Dube	Wilson	1

Following teachers to attend Phonics First professional development, at a rate \$175 per day:

Name	School	# of days
Megan LaForgia	Washington	5
Caitlin Gant	Washington	5
Lauren Conahan	Wilson	5
Amanda Williams	Washington	5

Following teacher for summer work, at a rate of \$175 per day, effective July 1 to August 31, 2022:

Name	Purpose	# of days
Marinna Kwinta	ESLCurriculum Writing K-5	5

d. Summer Work (Per Diem Salary Rate)

Following Guidance Counselors to work a maximum of 3 days, at their contracted rate, for college application workshops, effective July 1 to August 31, 2022:

Lacey Imbriaco Frank Lattoz

e. Salary Guide Movements

Move **Mara LaBato**, Teacher of Math, Grover Cleveland Middle School, on the salary guide for the successful completion of coursework, from MA+16 Guide, Step Y to MA+32 Guide, Step Y, at a salary of \$86,312, effective September 1, 2022.

2. Non-Certificated Staff

a. Resignation

Accept the resignation of Leslie Quiroa Rodriguez, Custodian, Grover Cleveland Middle School, effective July 20, 2022.

b. Appointments

Stephanie Colavita, Substitute Lunchroom Aide and Substitute Special Education Aide, at a rate of \$16.00 per hour, effective September 1, 2022 to June 30, 2023.

Extended School Year Program Aides

Following bus aides to the 2022 Extended School Year program:

FIRST	LAST	POSITION	RATE/HR.
Mariana	Germilus	Bus Aide	\$17.50
Mary	Caracappa	Bus Aide	\$17.50
Theresa	Ricci	Bus Aide	\$17.50
Maureen	Messina	Bus Aide	\$17.50
Liliana	Palacios	Bus Aide	\$17.50
Dale	Slizen	Bus Aide	\$17.50
Emma	Feria	Bus Aide	\$17.50
Petunia	Gavris	Bus Aide	\$17.50
Andrea	Shannon	Bus Aide	\$17.50
Rose	Uccello	Bus Aide	\$17.50
Zakelina	Batemits	Bus Aide	\$17.50
Debbie	Capozzoli	Bus Aide	\$17.50
Maria	Curatolo	Bus Aide	\$17.50
Carmelina	Lotrecchiano	Bus Aide	\$17.50
Elizabeth	Garetano	Bus Aide	\$17.50

ROLL CALL VOTE: Ayes – Mr. D’Ambola, Mmes. Getty, Grosso, Mr. Cipoletti

Nays – None

Motion carried.

C. FINANCE AND FACILITIES

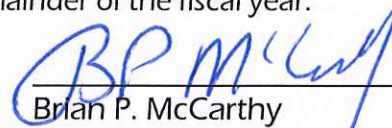
The Superintendent makes the following recommendations to the Board of Education:

Mrs. Grosso moved; Mr. D’Ambola seconded, a motion to approve item numbers 1. through 18. on this evening’s Agenda under Finance and item numbers 1. and 2. under Facilities.

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 May 31, 2022 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-23AS-16 (c)(4), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.



Brian P. McCarthy

2. Secretary's Report and Treasurer's Report – General Fund – May 31, 2022

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 May 31, 2022.

5. Transfers

Authorization for Business Administrator/Board Secretary to make the final necessary Budget Appropriations Transfers to the 2021-2022 Budget at the close of business on June 30, 2022.

6. Authorization During Board Recess

Authorization for Administration to prepare bills and claims and issue warrants for payments at close of business June 30 and July 31, 2022 when Board is in recess.

7. Sick and Vacation Day Payouts

Payment for unused sick days, at a rate of \$70 per day, to a maximum of 300 days, to the following teachers retiring June 30, 2022, as per contract:

<u>Employee Name</u>	<u># of Sick Days</u>	<u>Total Amount</u>
Iliana Aviles	70.5	\$4,935
Theresa Bailey	158.5	\$11,095
Karen Browne	79	\$5,530
Christina Dunne	246	\$17,220
Jeffrey Edwards	300	\$21,000
Jeannie Gerdy	255	\$17,850
Doreen Golembeski	115	\$8,050
Leslie Moran	118.5	\$8,295
Tracey Tufano	11	\$770
Arleen Zimmerman	85	\$5,950

8. **Instrument Rentals**

Music & Arts Centers, Paramus, New Jersey, The Music Shop, Boonton, New Jersey, The Music Den, Randolph, New Jersey to offer student musical instrument rentals for the 2022-23 school year.

9. **Transfer of Interest**

Resolved, that the Caldwell-West Caldwell Board of Education approve the transfer of interest earned in the Capital Project fund during 2021-2022 and to the General Fund for the purpose of tax relief.

10. **Establish Emergency Reserve Account**

Establish an Emergency Reserve Account Pursuant to N.J.S.A. 18A:7F-41.

11. **Authorization to Transfer Funds to the Capital Reserve, Maintenance Reserve, and Emergency Reserve Accounts**

WHEREAS, N.J.S.A. 18A:21-2, N.J.S.A.18A:7G-31, and N.J.S.A. 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Caldwell-West Caldwell Board of Education wishes to transfer:

- an amount not to exceed \$825,111 in unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account.
- an amount not to exceed \$3,000,000 in unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end.
- an amount not to exceed \$519,834 in unanticipated excess current year revenue or unexpended appropriations from the general fund into an Emergency Reserve Account.

NOW THEREFORE BE IT RESOLVED by the Caldwell-West Caldwell Board of Education that it hereby authorizes the district's School Business Administrator to make these transfers consistent with all applicable laws and regulations.

12. **Textbook Purchases**

- a. Textbook Purchase from Pioneer Valley Books (Attached)
Pioneer Valley Books for the purchase of Textbooks for Jefferson and Wilson Schools in the amount of \$8,235.00 for each school, totaling \$16,470.00, and \$1,155 each for Jefferson, Washington, Wilson, and Lincoln Schools totaling \$4,620.

- b. Textbook Purchase from Carolina Biological Supply Company (Attached)
Carolina Biological Supply Company for the purchase of Textbooks for Washington, Jefferson, Lincoln and Wilson Schools in the amount of \$5,349.35 for each school, totaling \$21,397.00.
- c. Textbook Purchase from Flyleaf Publishing (attached)
Flyleaf Publishing for the purchase of Textbooks for Washington, Jefferson, Lincoln and Wilson Schools in the amount of \$3,556.16 for each school, totaling \$14,224.64.

13. Technology Purchase (Attached)

Keyboard Consultants, Fairfield, NJ for the purchase and installation of Promethean Titanium ActivPanels totaling \$187,605.00 through State Contracts: EDS Bid #8572 - MSRP Tech/AV/Computer/Interactive Whiteboards – December 2023 – Vendor #6346; Hunterdon County ESC Purchasing Co-op NJ State Approved #34HUNCCP – Interactive Technology for Classrooms & Meeting Rooms #HCEESC-CAT-19 April 10, 2019 to April 9, 2023.

14. Hosting Proposal from Systems 3000 (Attached)

Systems 3000 for Hosting of Systems 3000 software programs. The annual cost for Hosting and Backup Fees is \$7,995. The proposal includes a one-time hosting set up fee of \$9,000, for a total cost of \$16,995.00.

15. Petty Cash Accounts

Opening of the following Petty Cash Accounts for the 2022-2023 school year for the following:

Superintendent's Office	\$100
Business Office	\$100
Special Services	\$300
Jefferson School	\$100
Lincoln School	\$100
Washington School	\$200
Grover Cleveland Middle School	\$200
James Caldwell High School	\$400
Summer Enrichment Program	\$100

16. Grievance Settlement Agreement (Attached)

BE IT RESOLVED, that the Grievance Settlement Agreement between the Caldwell-West Caldwell Board of Education and the Caldwell-West Caldwell Educational Secretaries Association in the matter of employee #171, is hereby approved and accepted by the Board of Education,

IT IS FURTHER RESOLVED, that the Board President and Business Administrator/Board Secretary are hereby authorized to sign the Settlement Agreement on behalf of the Board of Education.

17. Application and accept FY23 IDEA grant and award

RESOLVED, upon the recommendation of the Superintendent, the Caldwell - West Caldwell Board of Education approves the application and award for the 2022-2023 (FY23) IDEA Basic grant in the amount of \$595,770 and IDEA Preschool grant in the amount of \$22,392.

18. ARP Homeless II

The Caldwell-West Caldwell Board of Education hereby resolves through a Resolution not to apply for the following funds allocated under the Fiscal Year 2022:

ARP Homeless II - \$3,462

FACILITIES

1. School Bus Emergency Evacuation Drills (Attached)

School Bus Emergency Evacuation Drills as per New Jersey Administrative Code (NJAC 6A:27-11.2).

2. Use of School Facilities (Attached)

West Caldwell-Caldwell Recreation Department to use school district facilities, effective August 30 to November 17, 2022, as per Fall schedule.

ROLL CALL VOTE: Ayes – Mr. D’Ambola, Mmes. Getty, Grosso, Mr. Cipoletti

Nays – None

Motion carried.

D. POLICY

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

Mrs. Getty moved; Mrs. Grosso seconded, a motion to approve item numbers 1. and 2. on this evening’s Agenda under Policy.

1. Second Reading New and/or Revised Policies, Regulations, Bylaws (Attached)

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

Policy	0131	Bylaws, Policies, and Regulations	Revised 5/21
Regulation	2414	Programs and Services for Students in High Poverty and in High Need School Districts	Revised 6/16
Regulation	6112	Reimbursement of Federal and Other Grant Expenditures	Revised 8/19
Policy	6112	Reimbursement of Federal and Other Grant Expenditures	Revised 8/19
Regulation	6470.01	Electronic Funds Transfer and Claimant Certification	9/20

Policy	6470.01	Electronic Funds Transfer and Claimant Certification	9/20
Policy	7522	School District Provided Technology Devices to Staff Members	6/13
Policy	7523	School District Provided Technology Devices to Students	6/13
Regulation	8220	School Closings	Revised 3/20
Policy	8330	Student Records	Revised 1/21

2. First Reading New and/or Revised Policies, Regulations, Bylaws (Attached)

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

Policy	0413.2	High School Student Representative to the Board of Education	Revised 6/22
Policy	0163	Quorum	Revised 6/22
Regulation	5200	Attendance	Revised 6/20
Policy	5200	Attendance	Revised 6/20
Policy	5722	Student Journalism	New 6/22

ROLL CALL VOTE: Ayes – Mr. D’Ambola, Mmes. Getty, Grosso, Mr. Cipoletti

Nays – None

Motion carried.

VIII. PUBLIC COMMENTS

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;
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.

IX. EXECUTIVE SESSION

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.

Motion to enter Executive Session

Motion made by Mrs. Grosso; seconded by Mrs. Getty, upon the recommendation of the Superintendent of Schools, the Caldwell-West Caldwell Board of Education enter Executive Session at 7:00 pm.

Affirmative vote

4 Ayes 0 Nays 0 Abstentions

Motion carried

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Motion to enter Public Session

Motion made by Mrs. Grosso; seconded by Mrs. Getty, upon the recommendation of the Superintendent of Schools, the Caldwell-West Caldwell Board of Education enter Public Session at 7:05 pm.

Affirmative vote

4 Ayes 0 Nays 0 Abstentions
Motion carried

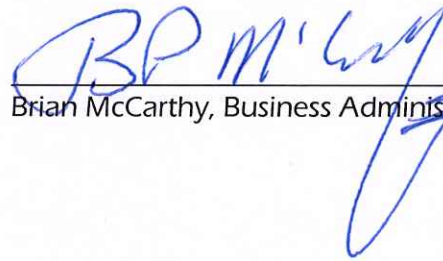
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Motion to Adjourn

Motion made by Mrs. Grosso; seconded by Mrs. Getty, upon the recommendation of the Superintendent of Schools, the Caldwell-West Caldwell Board of Education adjourn Public Meeting at 7:05 pm.

Affirmative vote

4 Ayes 0 Nays 0 Abstentions
Motion carried

Respectfully Submitted:



Brian McCarthy, Business Administrator/Board Secretary