

MINUTES
BOARD OF EDUCATION
CALDWELL-WEST CALDWELL

REGULAR PUBLIC MONTHLY MEETING
SEPTEMBER 15, 2015

The President announced that the Caldwell-West Caldwell Board of Education Regular Public Monthly Meeting held on September 15, 2015 at 8:00PM 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

Board Members Present:

Marie Lanfrank
Tom Adams, Vice President
Dan Cipoletti
Paula Getty, President

Board Member Absent:

John King

Administrators Present:

James Heinegg
Thomas Lambe

II. PLEDGE OF ALLEGIANCE

III. COMMUNICATIONS

IV. SUPERINTENDENT'S REPORT

The Superintendent commended Mr. Ennis, Supervisor of Maintenance and Operations and his custodial and maintenance staff for preparing the buildings for the school year. He also thanked secretarial, technology, administrative, and teaching staff for their summer work.

The Superintendent discussed the following items: Design-based Pedagogy Consortium, GCMS STEM room, JCHS Industrial Arts equipment, PD Achievement Coaches.

V. PRESIDENT'S REPORT

The President announced that the Board met the new teachers and welcomed them to the district.

VI. APPROVAL OF MINUTES

Mrs. Getty moved; Mrs. Lanfrank seconded, a motion to approve the Regular Public Monthly Meeting Minutes of August 25, 2015. (Attached)

ROLL CALL: Ayes – Mrs. Lanfrank, Messrs. Adams, Cipoletti, Mrs. Getty

Nays – None

VII. 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.

VIII. MOTIONS BY CONTENT AREA

A. Curriculum

Mrs. Getty moved; Mrs. Lanfrank seconded, a motion to approve item numbers 1. through 10. on this evening's Agenda under Curriculum.

1. Enrollment Report (Attached)

Preliminary Enrollment Report as of September 11, 2015.

2. Expense Reimbursements

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

Mary Jane Tripucka	Verification Workshop Somerville, NJ	Mileage/\$23.25
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Angela Tobey	NJ Personnel Administrators Mtg. Trenton, NJ	Mileage/\$46.90
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3. Reimbursement

Reimbursement to Lucian Micu, Supervisor of Technology, PCR #DIST0060, \$40/month for use of his cellular telephone for district business, effective July 1, 2015 to June 30, 2016.

4. Field Trip Destinations

District-sponsored field trip destinations for September 2015 as follows:

Washington School Grade 5	The Brooklyn Bridge Park Conservancy	New York, NY
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JCHS Marine Biology	Gateway National Recreation Center	Sandy Hook, NJ
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5. Week of Respect

Designate and observe October 5-9, 2015 as Week of Respect in the Caldwell-West Caldwell Schools as required by New Jersey Statute (P.L. 2010, c. 122).

6. H.I.B. Self-Evaluation (Attached)

Submit the state-mandated HIB Self-Evaluation to the New Jersey Department of Education.

7. **District Goals 2015-2016** (Attached)
District Goals for the 2015-16 school year.
8. **Organizational Chart** (Attached)
District's Organizational Chart.
9. **Amend Out of District Placement Tuition Rate and Total Out of District Tuition**
Amend the tuition rate for student #0000126 from \$86,988.00 to \$107,388.00 to attend the Developmental Learning Center, Warren, NJ, which includes \$6,800.00 per month for a 1:1 aide, for a total of \$20,400.00, effective September 1 to November 1, 2015.
10. **Extracurricular Club Creation**
Create, after a two-year trial period, The James Caldwell High School Historical Association, as an extracurricular activity at James Caldwell High School.

ROLL CALL: Ayes – Mrs. Lanfrank, Messrs. Adams, Cipoletti, Mrs. Getty

Nays – None

11. **Policies and Regulation – Second Reading and Public Hearing**
Second Reading and Public Hearing on the following revised Board of Education Policies and Regulation:

Mrs. Getty moved; Mrs. Lanfrank seconded, a motion to open Public Hearing.

ROLL CALL: Ayes – Mrs. Lanfrank, Messrs. Adams, Cipoletti, Mrs. Getty

Nays – None

Mrs. Getty moved; Mrs. Lanfrank seconded, a motion to close the Public Hearing.

ROLL CALL: Ayes – Mrs. Lanfrank, Messrs. Adams, Cipoletti, Mrs. Getty

Nays – None

Mrs. Getty moved; Mrs. Lanfrank seconded, a motion to approve following revised Board of Education Policies and Regulation:

P5330 Administration of Medication
R5330 Administration of Medication
P5339 Screening for Dyslexia

ROLL CALL: Ayes – Mrs. Lanfrank, Messrs. Adams, Cipoletti, Mrs. Getty

Nays – None

B. Personnel

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

Mrs. Lanfrank moved; Mr. Cipoletti seconded, a motion to approve Certificated Staff item letters a. through h. and Non-Certificated Staff item letters a. through e. on this evening's agenda under Personnel.

1. Certificated Staff

a. Rescind Appointment – Anti-Bullying Specialist

Rescind the appoint of Brianna Watts, Anti-Bullying Specialist, James Caldwell High School, for the 2015-16 school year.

b. Anti-Bullying Specialist Appointment

Frank Lattoz, Anti-Bullying Specialist, PCR #JCHS0025, James Caldwell High School, at a stipend of \$1,000, for the 2015-16 school year.

c. Appointment

Marcella Staropoli, Temporary Leave Replacement, Elementary Teacher, PCR #GCMS0051, Grover Cleveland Middle School, BA Guide, Step 1, at a rate of \$245 per diem, effective September 1 to October 30, 2015.

d. Appointments – Additional Assignments for 2015-16

Frank	Antonucci	GCMS	Teacher of Computer Science	1.0	\$9,806
Jeffrey	Bishop	GCMS	Teacher of Science/STEM	1.0	\$11,416
Diana	Reyes	GCMS	Teacher of World Language	1.0	\$11,416
Inez	Morrissey	GCMS	Teacher of Art	1.0	\$9,806
John	Timan	GCMS	Teacher of PE/Health	1.0	\$10,862
Katelyn	McAuliffe	GCMS	Teacher of PE/Health	1.0	\$10,862
Emily	Ackerman	JCHS	Teacher of Fine Arts	1.0	\$9,806
Mary	Allegretta	JCHS	Teacher of Fine Arts	1.0	\$10,862
Ashley	Cromartie	JCHS	Teacher of Family & Cons. Science	1.0	\$9,806
Anita	Dubas	JCHS	Teacher of Family & Cons. Science	1.0	\$9,806
Gary	Garamella	JCHS	Teacher of Physical Education	1.0	\$10,862
Alisha	Gencarelli	JCHS	Teacher of English	1.0	\$10,862
Thomas	Lamont	JCHS	Teacher of Physical Education	1.0	\$10,147
Jodi	Longo	JCHS	Teacher of Physical Education	1.0	\$10,862
Lisa	Manfre	JCHS	Teacher of Italian	1.0	\$10,862
Giovana	Mangiola	JCHS	Teacher of Italian	1.0	\$10,147
Lisabeth	Powell	JCHS	Teacher of Social Studies	1.0	\$10,862
Jane	Romm	JCHS	Teacher of Fine Arts	1.0	\$10,862

e. **Amended Title**

Amend the title of Jennifer Emmolo, Wilson Elementary School, PCR #WILS0007, from Media Specialist/Technology Integrator to Technology Integrator, effective September 1, 2015 to June 30, 2016.

f. **Salary Guide Movement**

Move Katelyn McAuliffe, Teacher of Physical Education, Grover Cleveland Middle School, PCR #GCMS0056, on the salary guide for the successful completion of coursework, from MA Guide, Step 5, to MA+16 Guide, Step 5, at a salary of \$62,076, effective October 1, 2015.

g. **Substitute Teachers**

Susan Wilson-Poling - Teacher of Science
Laura Mansour - Teacher of Psychology and Teacher of Students with Disabilities
Diane Monaco - Elementary School Teacher

h. **Home Instructors**

Diane Monaco – Elementary School Teacher
Kenneth Schwartz – Teacher of English

2. **Non-Certificated Staff**

a. **Retirement**

Accept the retirement of Roberta Cullen, Library Assistant, Jefferson Elementary School, PCR #JEFF0043, effective September 30, 2015.

b. **Resignations**

Accept the resignation of Teresa Johnson, Special Education Aide, effective September 4, 2015.

Accept the resignation of Eileen Krzeminski, Special Education Aide, effective August 26, 2015.

c. **Appointment**

Appoint, from the Recall Priority List, Roseanne Alonso, Special Education Shared Aide, Harrison School, at a rate of \$12.24 per hour, effective September 15, 2015 to June 30, 2016.

d. **Appointments – Center for Performing Arts**

Michael Scalera, Manager, Center for Performing Arts, at a rate of \$6,862 for up to 160 hours, with an additional \$42.89 per hour for each hour of work related to district events over 160 hours, and \$75 per hour paid by outside agencies that rent the facility, effective for the 2015-2016 school year.

Joshua Reed, Set Construction Foreman, Center for Performing Arts, for the 2015 JCHS Drama and the 2016 JCHS Musical, at a rate of \$1,960 for each production.

e. **Summer Work – Contractual Rate**

Dorothy Handy, Assistant Secretary, PCR #DIST0041, Business Office, to work up to 10 days from July 1 to August 31, 2015, at a rate of \$25.49 per hour.

ROLL CALL: Ayes – Mrs. Lanfrank, Messrs. Adams, Cipoletti, Mrs. Getty

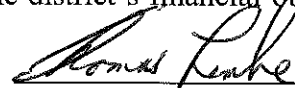
Nays – None

C. **Finance**

Mr. Cipoletti moved; Mr. Adams seconded, a motion to approve item numbers 1. through 6. on this evening's Agenda under Finance.

1. **Certification**

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, 2015 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, 2015**

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**

Appropriation Transfers to the 2015-2016 Budget – July 31, 2015.

4. **Bills and Claims Schedules**

Mr. Cipoletti stated that Schedule #2 – August 31, 2015 has been distributed to the Board.

The President and Secretary are authorized to sign individual warrants in the amount of \$3,070,399.32.

5. **Grants**

Grant in the amount of \$4,000 from Sustainable New Jersey for athletic equipment at Grover Cleveland Middle School.

Grant in the amount of \$3,800 from Special Olympics of New Jersey to conduct an after-school inclusive intramural events at Grover Cleveland Middle School.

6. Donation

Donation in the amount of \$14,000 from Kiwanis for the purchase of Active Learning Center furniture at Washington School.

ROLL CALL: Ayes – Mrs. Lanfrank, Messrs. Adams, Cipoletti, Mrs. Getty

Nays – None

D. Buildings, Grounds, and Capital Improvements

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

1. Use of School Facilities

Lincoln School Girl Scouts Troop 22790 to use the Lincoln School Art Room every Thursday, beginning on September 17, 2015 through June 2016, from 3:00-4:30 PM.

Boy Scouts Troop 9, Girl Scouts Troop 21035 and Girl Scouts/Brownies to use Lincoln and Washington Elementary Schools as per attached schedule. (Attached)

ROLL CALL: Ayes – Mrs. Lanfrank, Messrs. Adams, Cipoletti, Mrs. Getty

Nays – None

IX. PUBLIC HEARING

Mrs. Getty moved; Mr. Cipoletti seconded, a motion to adjourn the Regular Public Monthly Meeting at 9:10PM and meet in Private Executive Session for the purpose of discussing Personnel, Negotiations, 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: Ayes – Mrs. Lanfrank, Messrs. Adams, Cipoletti, Mrs. Getty

Nays – None