

**BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
Board Retreat
February 7, 2024
Board Secretary's Memorandum**

OPEN MEETING:

The Board will reconvene from Executive Session and Ms. Maryadele Wojtowicz, President, will preside and voice the call to order at 5:00 p.m.

Pledge of Allegiance

ROLL CALL:

Ms. B. Buccino
Ms. Cristobal
Ms. D. Holinstat
Mr. F. Perrotti
Mr. J. Sabol
Ms. D. Sacco-Calderone – Vice-President
Mr. J. Schaer
Mr. R. Stampone
Ms. M. Wojtowicz – President

Administration:

Mr. Damion Macioci, Superintendent of Schools
Ms. Melissa Kida, Board Secretary/Business Administrator

PUBLIC NOTICE OF MEETING:

Notice of the February 7, 2024 meeting of the Board of Education was e-mailed to the Clerks of the Boroughs of Essex Fells, North Caldwell and Roseland and to the Township of Fairfield, and to the editor of The Progress on January 5, 2024 and The Star Ledger on the same day.

EXECUTIVE SESSION:

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits boards of education to meet in closed session to discuss certain matters;

NOW, THEREFORE, BE IT RESOLVED, that the West Essex Regional Board of Education adjourns to Executive Session to discuss Student matters; and

BE IT FURTHER RESOLVED, that public release of these discussions will occur when the need for confidentiality no longer exists.

**West Essex Regional School District
AGENDA – February 7, 2024**

PUBLIC COMMENTS:

Ms. Wojtowicz will open the floor to the public for comments on agenda items.

(In accordance with Bylaw #0167, a copy of which is available on the District's website, the Board is now opening the meeting for a period of public comment. Please remember to announce your name, place of residence, and group affiliation, if appropriate. Your statements will be limited to three (3) minutes in duration. The Board will, of course, consider your comments as they relate to its obligations to effectively govern the West Essex School District.)

West Essex Regional Board of Education
 FINANCE– February 7, 2024

The following finance motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items 1- 8, will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

- To approve the bills and claims **check number 053570** through **check number 053572** and **check number 053574** through **check number 053632** and **check number 053634** through **check number 053679** and **check number 053681** through **check number 053686** and **check number 053688** through **check number 053705**.
Payroll check number 501193 and **check number 501194** and **check number 510751**.
Void check numbers 052641, 053281, 053573, 053633, 053680, and 053687
Totaling: \$1,924,023.13

Enclosures 1F – 5F

- To approve the **Student Activity Check Register** from January 20, 2024 through February 5, 2024, **check number 15589** through **check number 15638**.
Void Check Numbers: 15529
Totaling: \$38,925.66

Enclosures 6F-11F

- To accept, as per West Essex Regional Board of Education Policy and Regulation #7230, the donation of a **\$300.00** from **Anonymous** for the West Essex Middle School Orchestra program.
- To accept, as per West Essex Regional Board of Education Policy and Regulation #7230, the donation of a **\$500.00** from **Ms. Lynne M. Lowen** for the West Essex High School Pathways program.
- To authorize the Business Administrator to cancel the below-listed outstanding checks issued 180 days or older in the aggregate amount of **\$6,752.66** from the West Essex Regional Board of Education’s General Account:

Check #	Amount	Check #	Amount	Check #	Amount
49415	\$1000.00	50449	\$1,175.00	51451	\$1,826.92
49564	\$260.00	50849	\$35.53	51642	\$55.00
49752	\$50.00	50942	\$511.00	51646	\$55.00
49839	\$200.00	51364	\$1,323.56	51755	\$40.00
50091	\$165.00	51426	\$15.65	51759	\$40.00

West Essex Regional Board of Education
 FINANCE– February 7, 2024

6. To authorize the Business Administrator to cancel the below-listed outstanding checks issued 180 days or older in the aggregate amount of **\$4,325.31** from the West Essex Regional Board of Education’s Student Activities Account:

Check #	Amount	Check #	Amount	Check #	Amount
13572	\$65.00	14059	\$2,500.00	14438	\$65.00
13675	\$110.00	14136	\$65.00	14553	\$24.90
13697	\$500.00	14222	\$65.00	14549	\$24.90
13705	\$13.00	14238	\$103.69	14552	\$24.90
13731	\$150.00	14291	\$55.00	14592	\$316.92
13735	\$150.00	14431	\$92.00		

7. WHEREAS, The Board of Education of West Essex Regional School District in the County of Essex, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of:

CULINARY ARTS ROOM RENOVATIONS
 AT
 WEST ESSEX REGIONAL HIGH SCHOOL

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF WEST ESSEX REGIONAL SCHOOL DISTRICT IN THE COUNTY OF ESSEX, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Essex County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(s).

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution.

Section 4. This project is being funded as an “other capital project” and will not require state funding and the District is not seeking a Grant.

Section 5. This resolution shall take effect immediately.

West Essex Regional Board of Education
FINANCE– February 7, 2024

8. WHEREAS, The Board of Education of West Essex Regional School District in the County of Essex, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:

STEM CLASSROOM RENOVATIONS

AT

WEST ESSEX REGIONAL HIGH SCHOOL

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF WEST ESSEX REGIONAL SCHOOL DISTRICT IN THE COUNTY OF ESSEX, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Essex County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(s).

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution.

Section 4. This project is being funded as an "other capital project" and will not require state funding and the District is not seeking a Grant.

Section 5. This resolution shall take effect immediately.

ROLL CALL: Yes:
No:
Abstain:
Absent:

West Essex Regional Board of Education
 BUILDINGS & GROUNDS – February 7, 2024

The following building & grounds motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Item 1, will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

- To approve the following application for **Use of Facilities** with the appropriate fees in accordance with **Board Policy #7510**:

Organization	Priority	Event	Facilities	Date(s)	Fees
WE Boys Lacrosse	1	Preseason Training for WEHS Boys Lacrosse	High School Turf Field	Thursdays 2/8, 2/15, 2/22, 2/29, & 3/7/24	No Cost
NJSIAA District 12 Wrestling Tournament	3	Wrestling Tournament	High School Gym/Cafeteria/Locker Rooms	Saturday 02/17/24 <u>Snow Date:</u> <u>Saturday</u> <u>02/18/24</u>	No Cost
Sticks N Kicks	4	Soccer Games	Turf Field	Saturday 06/22/24	\$300
Sticks N Kicks	4	Summer Soccer Camp	Grass Athletic Field (Soccer)	Monday – Friday 07/29/24- 08/02/24, 08/05/24- 08/09/24, 08/12/24- 08/16/24	\$1,125

ROLL CALL:

Yes:

No:

Abstain:

Absent:

West Essex Regional Board of Education
PERSONNEL – February 7, 2024

The following personnel motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items 1- 9, will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

1. To approve the resignation of the following staff member(s):

Name	Position	Reason	Location	Last Day of Employment
Rachel Hall	School Nurse	Resignation	WEMS	3/22/2024

2. To approve the leave(s) of absence for the following employee(s) for the 2023/2024 school year:

Name	Location	Position	Type of Leave	LOA w/ pay	FMLA w/o pay, w/ benefits	LOA w/o pay, w/o benefits	Return Date
Luisa Tamburri	WEMS	Assistant Principal	Medical	1/29/2024-2/23/2024	N/A	N/A	2/26/2024

(NOTE: All dates are considered “on or about”)

3. To approve the leave(s) of absence for the following employee(s) for the 2023/2024 school year:

Name	Location	Position	Maternity/ Disability Leave	NJFLA/FMLA w/0 pay, but with benefits:	LOA w/o pay or benefits	Return Date
Timothy Walsh	WEHS	Teacher of Special Education	N/A	3/18/2024-3/28/2024 and 4/22/2024-5/03/2024	N/A	4/08/2024 and 5/06/2024

(NOTE: All dates are considered “on or about”)

4. To approve **Ryan Gupta** as Interim Assistant Principal at West Essex Regional Middle School at a stipend amount of \$2,400 per month, **beginning January 29, 2024** through on or about **February 23, 2024**.

(NOTE: Mr. Gupta replaces Luisa Tamburri, who is on a Board approved medical leave of absence.)

5. To approve **Brittany Whitford** for mileage reimbursement, according to Policy #3440, for necessary travel relative to the Work-Based Learning Program (WLP), not to exceed \$150 for the 2023/2024 school year.

6. To approve **Mia Faieta** for mileage reimbursement, according to Policy #3440, for necessary travel relative to the Work-Based Learning Program (WLP), not to exceed \$250 for the 2023/2024 school year.

**West Essex Regional Board of Education
PERSONNEL – February 7, 2024**

7. To approve three (3) days, without pay, for employee #2576, on Wednesday, January 24, 2024, Thursday, January 25, 2024, and Friday, January 26, 2024.
8. To amend the job description for **Director of Athletics/Supervisor of Health & Physical Education**, as appended.

Enclosures 1P-3P

9. To approve **Jessica Pratt** to complete a 10-month residency at West Essex Regional High School during the 2023/2024 and 2024/2025 school years as a requirement for her Student Assistance Coordinator certification, with Anthony Emering as her mentor, effective February 8, 2024.

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
 CURRICULUM/SPECIAL EDUCATION – February 7, 2024

The following curriculum/special education motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items 1-2, will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

1. To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Benaquista, Christopher	NJFCA Football Clinic	On-Line	Friday 02/29/24	Conference Fee: \$60.00
Ayers-Lopuzzo, Melissa	Helping Your Distracted Students by Increasing Attention, Mindfulness, and Motivation	On-Line	Friday 03/08/24	Conference Fee: \$279.00

2. To approve the following out-of-district placement(s) for the 2023/2024 school year:

Student	Out of District School	Tuition
Student ID #2801820	Newmark School 1000 Cellar Avenue Scotch Plains, NJ 07076 908-753-0330	Fall Tuition - \$62,042.40* Total Cost - \$62,042.40* (*Pro-rated for February 12, 2024 – June 2024 totaling 86 days \$28,263.76)

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
MISCELLANEOUS – February 7, 2024

The following miscellaneous motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items **1 - 3** will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

1. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 035 (MS) for the reasons set forth in the Superintendent’s Report to the Board and directs the Board Secretary/School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.
2. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 036 (MS) for the reasons set forth in the Superintendent’s Report to the Board and directs the Board Secretary/School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.
3. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 037 (MS) for the reasons set forth in the Superintendent’s Report to the Board and directs the Board Secretary/School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

ROLL CALL: Yes:
 No:
 Abstain:
 Absent:

West Essex Regional Board of Education
AGENDA – February 7, 2024

PRESENTATIONS:

- Board Governance and the Role of the Board Member – Stephen Fogarty, Esq.
- Harassment, Intimidation, and Bullying Training – Stephen Fogarty, Esq.
- New Jersey School Boards Association Training - Charlene Peterson, New Jersey School Boards Association Representative, Presentation

The Board President will open the floor to the public for comments on non-agenda items.

Motion to adjourn by _____ Seconded by _____.

ADJOURN: There being no further business before this Board of Education, BE IT RESOLVED that this public meeting be adjourned...**

[NOTE: IF MOVING INTO EXECUTIVE SESSION, INCLUDE THIS: **...and that the Board enters into private session to discuss matters of personnel, negotiations and litigation with the possibility of reconvening to public session to conduct additional business. The matters discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists.]