

**BOARD OF EDUCATION  
WEST ESSEX REGIONAL SCHOOL DISTRICT  
REGULAR MONTHLY MEETING  
March 4, 2024  
Board Secretary's Memorandum**

DATE  
Monday, March 4, 2024

PLACE  
MS Room 121

EXECUTIVE SESSION  
5:35 P.M.

ADJOURNED  
7:26 P.M.

CALLED TO ORDER  
7:33 P.M.

ADJOURNED  
8:07 P.M.

OPEN MEETING

Ms. Maryadele Wojtowicz, Board President, presided and voiced the call to order in Executive Session at 6:45 p.m.

EXECUTIVE SESSION:

Motion by Ms. Buccino Seconded by Mr. Schaer to approve the following motion:

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 Personnel, Student, Negotiations and/or Litigation matters; and

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

OPEN MEETING:

The Board reconvened from Executive Session and Ms. Maryadele Wojtowicz, President, presided and voiced the call to order at 7:33 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

**West Essex Regional Board of Education**  
**AGENDA – March 4, 2024**

Administration:

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

PUBLIC NOTICE OF MEETING:

Notice of the March 4, 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. Notice of the location change for the March 4, 2024 was emailed 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 February 26, 2024.

**BOARD PRESIDENT’S REPORT:**

**Ms. Maryadele Wojtowicz** recognized staff members Taciana Barros and Cyndy McDonough who will be retiring at the end of this school year. On behalf of the Board, she wished them well in their retirement and thanked them for their years of service.

**SUPERINTENDENT’S REPORT:**

**Joslyn deGuzman**, Student Board Representative, outlined several new initiatives in the No Place for Hate Program. The Key Club initiated a Compliment activity with over 2,500 compliments given. She discussed the upcoming Knight for Knowledge. Ms. deGuzman highlighted recent and upcoming Field Trips. She encouraged all to attend the upcoming Masquers production.

**Ms. Wojtowicz** introduced **Ms. Stacy Casais**, Supervisor of English, Reading, and Library, who discussed the following:

- Where Real Learning Happens
- Meet the Department
- District Goals
  - Improve School Climate and Culture
  - Use Data to Improve Student Outcomes
- Department Focuses
  - Differentiated Instruction
  - Plan for New Standards (2024 Adoption)
- Extra-Curriculars
- New Standards - Meeting with Other ELA Supervisors, Environmental Awareness, Media Literacy, Multimodal, Meeting with Teachers to Unpack Changes
- Coming Soon
  - This year – NEHS Spring Showcase, Academic Achievement and Induction Day, National Poetry Month
  - Next Year – Middle School Reading Cycles, True Crimes Honors Elective
- Student Spotlights

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**Dr. Gina Donlevie**, Middle School Principal, discussed the following:

- Darius Wallace Assembly
- Read Across America
- Hoops for Hearts

**Mr. Caesar Diliberto**, High School Principal, discussed the following:

- NJGPA for Juniors
- Congratulations to Senior Sports Commitments
- Congratulations to Boys Swim
- DECA and FBLA Field Trips
- Knight of Knowledge
- Masquers *Once Upon a Mattress* Performances

**COMMENTS FROM BOARD MEMBERS: NONE**

**BOARD COMMITTEE REPORTS/COMMENTS: NONE**

**PUBLIC COMMENTS:**

Ms. Wojtowicz opened the floor to the public for comments on agenda items only. Hearing none, she closed the floor and resumed the meeting.

**West Essex Regional Board of Education**  
**FINANCE– March 4, 2024**

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

**CONSENT AGENDA**

Anything placed on this agenda, Items 1- 12, will be voted upon in one motion.

Motion by **Mr. Stampone** Seconded by **Ms. Holinstat** to approve the following motions:

1. To approve the Secretary’s and Treasurer’s Reports for **January 2024**, in the amount of **\$22,181,928.51** Pursuant to N.J.A.C. 6A:23-2.11(a), the West Essex Regional School District Board of Education acknowledges receipt of the secretary’s certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of **January 2024**, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**Enclosures 1F – 51F**

2. To approve the attached transfer report from **January 1, 2024** through **January 31, 2024**.

**Enclosure 52F**

West Essex Regional Board of Education  
FINANCE– March 4, 2024

3. To approve the bills and claims check number 053754 through check number 053757 and check number 053760 through check number 0537701 and check number 053773 through check number 053902 and check number 900104.  
Payroll check number 501196 and check number 501197 and check number 501199 and check number 501200 and check number 510752 and check number 510754 and check number 510755 and check number 510757.  
Void check numbers 053178, 053758, 053759, and 053772.  
Totaling: \$4,022,039.56

Enclosures 53F – 57F

4. To approve the Student Activity Check Register from February 10, 2024 through March 1, 2024, check number 15701 through check number 15752.  
Void check number 15505.  
Totaling: \$17,956.38

Enclosures 58F – 63F

5. To approve the Board Retreat Minutes of February 7, 2024.

Enclosures 64F – 72F

6. To approve the Board Retreat Executive Session Minutes of February 7, 2024.

Enclosures 73F – 74F

7. To approve the Regular Meeting Minutes of February 12, 2024

Enclosures 75F – 87F

8. To approve the Executive Session Minutes of February 12, 2024.

Enclosure 88F

9. To approve the use of the Greenbrook Country Club, at no cost to the district, by the West Essex Regional High School Golf Team for the 2023/2024 season.

Enclosure 89F

10. To approve the agreement with Meadows Golf Club, as appended, for use by the West Essex Regional High School Golf Team for the 2023/2024 season.

Enclosure 90F

11. To authorize the Board Secretary to advertise for the Interior Renovations at West Essex Regional High School Project as per specifications and bid documents prepared by DiCara Rubino Architects.

West Essex Regional Board of Education  
FINANCE– March 4, 2024

12. To *amend* Finance Motion #5, previously approved at the February 12, 2024 Board Meeting to read: To approve the agreement with Twin Willows Par 3 Golf Club, as appended, for use by the West Essex Regional High School Golf Team for the 2023/2024 season.

Enclosure 91F

ROLL CALL:       Yes:                 Ms. Buccino, Ms. Cristobal, Ms. Holinstat,  
   Mr. Perrotti (#1 - #6 & #9 - #12 ONLY),  
   Mr. Sabol, Ms. Sacco-Calderone,  
   Mr. Schaer (#1-#6 & #9-#12 ONLY),  
   Mr. Stampone, and President Ms. Wojtowicz

   No:                         None

   Abstain:                 Mr. Perrotti (#7 & #8 ONLY), and  
   Mr. Schaer ((#7 & #8 ONLY)

   Absent:                  None

West Essex Regional Board of Education  
BUILDINGS & GROUNDS – March 4, 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 Ms. Buccino Seconded by Mr. Schaer to approve the following motions:

1. 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
West Essex Boys Lacrosse	1	Preseason Training for 7 <sup>th</sup> /8 <sup>th</sup> Grade	High School Turf Field	Mon-Wed 3/11-3/13/24	No Cost
West Essex Girls Recreation Lacrosse Practice	1	Recreation Lacrosse Practice	High School Turf Field	Sundays 3/10-5/12/24 Mon & Wed 3/11-5/29/24	No Cost

ROLL CALL:       Yes:                 Ms. Buccino, Ms. Cristobal, Ms. Holinstat,  
   Mr. Perrotti, Mr. Sabol, Ms. Sacco-Calderone,  
   Mr. Schaer, Mr. Stampone, and  
   President Ms. Wojtowicz

   No:                         None

   Abstain:                 None

   Absent:                  None

**West Essex Regional Board of Education  
CURRICULUM/SPECIAL EDUCATION – March 4, 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 - 5, will be voted upon in one motion.

Motion by Mr. Perrotti Seconded by Ms. Sacco-Calderone to approve the following motions:

1. To approve the following field trip request(s):

<b>Class/Teacher</b>	<b>Destination</b>	<b>Educational Justification</b>	<b>Date(s)</b>
Lerner, Jason	Genesee Valley Park, Rochester, NY	Chance to see a Total Solar Eclipse	Monday 4/08/24

2. To approve the following requests for Professional Development:

<b>Employee Name</b>	<b>Conference/Workshop</b>	<b>Location</b>	<b>Date(s)</b>	<b>Expenses</b>
Tremaroli, Crystal	Pace University Annual Counselor Event	Pleasantville, NY	Friday 04/12/24	Conference Fee: No Cost Personal Expenses: Not to Exceed \$42.86
Faieta, Mia	NJ Safe Schools Certification	On-Line	Wednesday 04/17/24	Conference Fee: \$819.00
Mackesy, Jeanette	AMTNJ Spring Conference	Piscataway, NJ	Friday 03/15/24	Conference Fee: \$215.00 Personal Expenses: Not to Exceed \$20.21
Rizzo, Christa	NJSMA PD Day	Mountain Lakes, NJ	Tuesday 06/04/2024	Conference Fee: \$25.00
Carollo, Jaclyn	Catching Up With Students Who Have Fallen Behind	On-Line	Wednesday 04/10/2024	Conference Fee: \$279.00
DuCasse, Stefanie	FBLA State Leadership Conference	Atlantic City, NJ	Tues-Wed 3/12-3/13/24	Conference Fee: No cost Personal Expenses: Not to Exceed \$88.50
D'Anton, Cassandra	FBLA State Leadership Conference	Atlantic city, NJ	Tues-Wed 3/12-3/13/24	Conference Fee: No Cost Personal Expenses: Not to Exceed \$88.50
Markey, Michael	NJ State Strength and Conditioning Clinic	Hunterdon, NJ	Friday 03/15/24	Conference Fee: \$100.00

3. To approve Test Prep sessions for the following AP/Dual Enrollment course(s), for the 2023/2024 school year, at the rate of \$53 per hour, not to exceed six (6) hours:

AP Music Theory
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4. To approve the following volunteer chaperone(s) for the High School World Language trip to the Statue of Liberty and Ellis Island, Jersey City, NJ on Thursday, March 21, 2024:

Anna Barbone
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West Essex Regional Board of Education  
CURRICULUM/SPECIAL EDUCATION – March 4, 2024

5. To *amend* Curriculum/Special Education Motion #2, previously approved at the January 4, 2024 Board meeting to read: To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Duby, Suzana	New Kinds of Attention: Writing with AI – Bard College	On-Line	Friday <b>03/08/24</b>	Conference Fee: \$375.00

**ROLL CALL:** Yes: Ms. Buccino, Ms. Cristobal, Ms. Holinstat,  
Mr. Perrotti, Mr. Sabol, Ms. Sacco-Calderone,  
Mr. Schaer, Mr. Stampone, and  
President Ms. Wojtowicz  
No: None  
Abstain: None  
Absent: None

West Essex Regional Board of Education  
PERSONNEL – March 4, 2024

The following personnel 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 Mr. Schaer Seconded by Mr. Stampone to approve the following motions:

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

Name	Position	Reason	Location	Last Day of Employment
Taciana Barros	Teacher of Science	Retirement	WEHS	06/30/2024
Cyndy McDonough	Teacher of Special Education	Retirement	WEHS	06/30/2024

2. To approve the resignation from **Deanna Lippi** as a WE Care Schedule B High School Co-Advisor effective January 31, 2024.

3. To approve the following Schedule B High School Advisor, effective **February 1, 2024**, for the 2023/2024 school year, as per WEEA contract:

Activity	Staff Member	Stipend
WE Care	Brett Florence	1,779

(NOTE: Mr. Florence was previously the co-advisor and is taking over full advisor responsibilities due to Ms. Lippi’s resignation.)

West Essex Regional Board of Education  
PERSONNEL – March 4, 2024

4. To approve the appointment(s) of the following substitute staff member(s) for the 2023/2024 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9:

Name	Position	Daily Rate	Effective Date(s)
Anna Barbone	Substitute Teacher/Substitute Aide	\$125/day	3/05/2024
Katherine Azzato	Substitute Nurse	\$250/day	3/05/2024

(NOTE: \* All dates are considered "on or about".)

5. To approve the following staff members for AP/Dual Enrollment Test Prep sessions, for the 2023/2024 school year, at the rate of \$53 per hour, not to exceed six (6) hours each:

Course	Teacher	Course	Teacher
Anatomy & Physiology (Rutgers)	Berthelot, Andrea	AP European History	Freda, Jason
AP American Government	Vaknin Beth	AP French	Monkowski, Heidi
AP Art & Design: Drawing	Lescota, Erica	AP Human Geography	Ferrara, Louis
AP Art History	Morgan, William	AP Italian	Pivetta, Cristina
AP Biology	Dolce, Jody	AP Macroeconomics	Cardinale, Joseph
AP Calculus AB	Thom-Carroll, Jenny (6) & Ayers, Melissa (6)	AP Microeconomics	Cardinale, Joseph
AP Calculus BC	Capen, Kristen	AP Music Theory	Drew, Marion
AP Chemistry	Erickson, Nolan	AP Physics I	Barros, Taciana
AP Chinese	You, Mu	AP Physics II	Barros, Taciana
AP Computer Science A	Carchietta, Vincent	AP Research	Blanchard, Caroline
AP Computer Science Principles	Carchietta, Vincent (6) & Ratajczak, Dean (6)	AP Seminar	Duby, Suzana
AP English Language & Comp.	Duby, Suzana (6), & Mahoney, John (6)	AP Spanish	Dacosta, Caroline
AP English Lit. & Comp	Mahoney, John	AP Statistics	Thom-Carroll, Jenny
AP Environmental Science	Lippi, Deanna (6) & Florence, Brett (6)	AP United States History II	Blanchard, Caroline (6) & Colucci, Gary (6)

6. To appoint **Peter Davis**, Safety Coordinator, as Interim School Safety Specialist for the West Essex Regional School District, at a stipend amount of \$8,000 prorated, **beginning February 15, 2024** through on or about **April 8, 2024**.  
(NOTE: Peter Davis replaces Luisa Tamburri who is on a Board approved medical leave of absence.)
7. To approve **Stefanie DuCasse and Cassandra D'Anton** as staff chaperones at the WEEA negotiated rate of \$100 per person, per night (Tuesday), for the FBLA State Leadership Competition to be held in Atlantic City, New Jersey, from Tuesday, March 12, 2024 to Wednesday, March 13, 2024.



West Essex Regional Board of Education  
PERSONNEL – March 4, 2024

8. 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/o pay, but with benefits	LOA w/o pay or benefits	Return Date
Charles Henion	WEHS	Maintenance	N/A	5/01/2024-7/31/2024	N/A	8/01/2024

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

Name	Location	Position	Type of Leave	LOA w/ pay	FMLA w/o pay, w/benefits	LOA w/o pay, w/o benefits	Return Date
Jaclyn Dipopolo	WEMS	Teacher of Special Education	Medical	2/20/2024-3/8/2024	N/A	N/A	3/11/2024

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

**ROLL CALL:** Yes: Ms. Buccino, Ms. Cristobal, Ms. Holinstat, Mr. Perrotti, Mr. Sabol, Ms. Sacco-Calderone, Mr. Schaer, Mr. Stampone, and President Ms. Wojtowicz  
No: None  
Abstain: None  
Absent: None

West Essex Regional Board of Education  
MISCELLANEOUS – March 4, 2024

The following miscellaneous 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 Ms. Holinstat Seconded by Mr. Stampone to approve the following motions:

- To approve the *amended* 2023/2024 transportation bus routes, as appended.

Enclosures 1M - 2M

- To approve the West Essex Regional School District **English Language Services 3-Year Program Plan** for the 2023-2027 school years.

Enclosures 3M - 5M

**West Essex Regional Board of Education**  
**MISCELLANEOUS – March 4, 2024**

**ROLL CALL:**     Yes:           Ms. Buccino, Ms. Cristobal, Ms. Holinstat,  
  Mr. Perrotti, Mr. Sabol, Ms. Sacco-Calderone,  
  Mr. Schaer, Mr. Stampone, and  
  President Ms. Wojtowicz  
  
  No:           None  
  Abstain:   None  
  Absent:   None

**West Essex Regional Board of Education**  
**AGENDA – March 4, 2024**

The Board President opened the floor to the public for comments on non-agenda items. Hearing none, she resumed the meeting.

Motion to adjourn by Ms. Sacco-Calderone Seconded by Mr. Stampone at 8:07 PM.

**ADJOURN:** There being no further business before this Board of Education, BE IT RESOLVED that this public meeting be adjourned at 8:07 PM.

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President

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Business Administrator/Board Secretary