

**BOARD OF EDUCATION
WEST ESSEX REGIONAL SCHOOL DISTRICT
REGULAR MONTHLY MEETING
March 18, 2024
Board Secretary's Memorandum**

DATE

Monday, March 18, 2024

PLACE

MS Board Conference Room

EXECUTIVE SESSION

6:33 P.M.

ADJOURNED

7:28 P.M.

CALLED TO ORDER

7:35 P.M.

ADJOURNED

8:41 P.M.

OPEN MEETING

Ms. Maryadele Wojtowicz, Board President, presided and voiced the call to order in Executive Session at 6:33 p.m.

EXECUTIVE SESSION:

Motion by Ms. Sacco-Calderone Seconded by Mr. Holinstat 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 7:35 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
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Administration:

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

PUBLIC NOTICE OF MEETING:

Notice of the March 24, 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 cancellation of the March 24, 2024 meeting with the rescheduled date for March 18, 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 thanked the Buildings and Grounds Department for the newly renovated meeting room. She congratulated the Masquers cast and crew for an outstanding performance. She recognized Ms. Luisa Tamburri, who will be retiring and thanked her for 18 years of service and wished her well in her retirement. She welcomed Tim Walsh in his upcoming appoint as the district’s new Athletic Director/Supervisor of Health and Physical Education.

SUPERINTENDENT’S REPORT:

Mr. Damion Macioci commented on the Spring Musical, Spring Sports, and the Culture and Climate Surveys. Mr. Macioci also commented on Ms. Tamburri’s retirement and thanked her for her service and wished her well in her retirement. Mr. Macioci congratulated Tim Walsh in his upcoming approval as the new Athletic Director/Supervisor of Health and Physical Education.

Joslyn deGuzman, Student Board Representative Report reported the Junior class took their NJGPA tests. They completed their third activity in the No Place for Hate program and commented on the success of their recent Knight for Knowledge. She mentioned the upcoming field trips in the World Language Department and that the National Honor Society induction will take place this month with 107 new members.

Mr. Jason Lerner, Supervisor of Science, discussed the following:

- Introduction of the Science Team
- Goals
 - Using Data to Improve Student Outcomes
 - NJSLA Scores
 - Improving School Culture and Climate
 - In Class Activities
 - Field Trips – Liberty Science Center, Gateway National Park, Genesee Valley Park to view the Total Eclipse
 - Pep Rally, Autism Awareness, Toy Drive

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Ms. Jason Lerner, (Continued):

- Improving School Culture and Climate (Continued)
 - Plastic Detox Day
 - Samples of Student Work
- Snapshots of Success

Mr. Lerner introduced **Ms. Jody Dolce**, who then introduced the following students to present their **Independent Study** reports:

Student	Independent Study	Advisor
Katie Housel	Vaccine Development	Jody Dolce
Madison Schwartz	Introduction to Neuroscience	Jody Dolce
Kiersten Yang	Introduction to Dental Medicine	Jody Dolce
Katie Cho	Biological and Societal Aspects of Neuroscience	Jody Dolce
Ella Hermans	Prions	Jody Dolce

COMMENTS FROM BOARD MEMBERS:

Ms. Wojtowicz, Mr. Schaer, Ms. Sacco-Calderone and Ms. Buccino commented on the impressive presentations.

BOARD COMMITTEE REPORTS/COMMENTS:

Policy Committee – Ms. Buccino provided an update of the Policy Committee meeting on March 14, 2024. They reviewed 22 Policy/Regulations.

Finance Committee – **Mr. Stampone** provided an update of the Finance Committee meeting on March 13, 2024. They discussed the tentative budget that will be presented tonight. The bidding process for the High School Culinary Arts room and the STEM room will open on March 19, 2024. Bids will be opened on April 23, 2024. The rooms will be completed by the start of the 2024/2025 school year. Renovation will continue in the High School 100 Wing by our internal staff with the Maintenance Reserve. Additional upgrades include the padding on the walls of the High School gymnasium, the dividers in the Middle School gymnasium, and restriping the Track Field.

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 18, 2024**

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

CONSENT AGENDA

**West Essex Regional Board of Education
FINANCE– March 18, 2024**

Anything placed on this agenda, Items 1- 6, will be voted upon in one motion.

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

1. To approve the bills and claims check number 053903 through check number 053943 and check number 053947 through check number 053986 and check number 053988 through check number 054002
Payroll check number 501202 and check number 501203 and check number 501758 and check number 510760.
Void check numbers 053944, 053945, 053946, and 053987.
Totaling: \$2,665,865.64

Enclosures 1F – 6F

2. To approve the Student Activity Check Register from March 2, 2024 through March 15, 2024, check number 15753 and check number 15755 through check number 15770 and check number 15772 through check number 15792.
Void check numbers 15754 and 15771.
Totaling: \$44,114.76

Enclosures 7F – 12F

3. To approve the Regular Meeting Minutes of March 4, 2024.

Enclosures 13F – 22F

4. To approve the Executive Session Minutes of March 4, 2024.

Enclosure 23F

5. Motion to approve the 2024/2025 Tentative Budget:

BE IT RESOLVED that the West Essex Regional Board of Education upon the recommendation of the Superintendent of Schools does hereby authorize the transmittal of the tentative advertised budget for the 2024/2025 school year, as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 47,207,422	\$ 42,122,551
Total Special Revenue Fund	\$ 332,000	\$ -
Total Debt Service Fund	<u>\$ 475,063</u>	<u>\$ 475,063</u>
Totals	\$48,014,485	\$42,597,614

BE IT FURTHER RESOLVED that this budget includes a health care adjustment to the base budget in the amount of \$267,456 and an enrollment adjustment to the base budget in the amount of \$228,988, which is the allowable adjustment generated automatically by the state of New Jersey for the 2024/2025 school year; and

BE IT FURTHER RESOLVED that this budget contains a withdrawal of \$150,000 from the Maintenance Reserve account for window screen replacements, roof repairs/maintenance, walk-in freezer repairs, High School Art Wing renovations; and

West Essex Regional Board of Education
FINANCE– March 18, 2024

5. (Continued) Motion to approve the 2024/2025 Tentative Budget:

BE IT FURTHER RESOLVED that the Board Secretary be authorized to transmit any and all such supporting documentation to the County Superintendent of Schools as may be required.

WHEREAS, pursuant to N.J.S.A. 18A:11-12, whereby in each pre-budget year, the West Essex Regional Board of Education is required to establish a **maximum travel expenditure amount** for the budget year which may not be exceeded; and

WHEREAS, the Board of Education has determined that the maximum travel expenditure amount included all travel that is supported by State and local funds; and

BE IT FURTHER RESOLVED that the West Essex Regional Board of Education hereby establishes the maximum travel expenditure amount as \$60,000 for the 2024/2025 school year.

6. To approve the contracts with the **Sussex County Regional Transportation Cooperative** to provide Regular, Special Education, and Athletic/Field Trip Transportation services for West Essex Regional School District students for the 2024/2025 school year.

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
BUILDINGS & GROUNDS – March 18, 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 Mr. Schaer Seconded by Ms. Sacco-Calderone to approve the following motions:

**West Essex Regional Board of Education
BUILDINGS & GROUNDS – March 18, 2024**

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
Lacrosse Dinner	1	High School Lacrosse Dinner	Middle School Cafeteria	Tuesday 04/09/24 Wednesday 05/08/24	No Charge
Essex Fells School PTA 6 th Grade Committee	1	Sending Districts Incoming 7 th Grade Dance	Middle School Main Gymnasium	Friday 05/17/24	No Charge
WE Jr. Knights Wrestling Camp	3	Jr. Knights Wrestling Camp/Clinic	High School Gymnasium	Wed-Fri 6/26-6/28/24	No Charge
Varsity Sports Camp	4	Volleyball Camp 9 th /10 th Grade Only	High School Main Gymnasium	Mon-Wed 06/17-06-19/24	\$750.00
Varsity Sports Camp	4	Golf Camp	Grass Upper Field	Mon-Thurs 06/24-06/24/24 & Mon-Wed 07/01-07/03/24 & Mon-Wed 07/08-07/11/24	\$825.00
Varsity Sports Camp	4	Softball Camp	Grass Field	Mon-Thurs 06/24-06/27/24	\$300.00
Varsity Sports Camp	4	Boys and Girls Basketball Camp	Main Gymnasium (6/24&6/25/24) Back Gymnasium (6/26&6/27/24)	Mon-Thurs 06/24-06/27/24 & Mon-Thurs 07/22-07/25/24	\$2,000.00
Varsity Sports Camp	4	Softball/ Baseball Camp	Grass Field	Mon-Wed 07/01-07/03/24 & Mon-Thurs 07/08-07-11/24	\$525.00
Varsity Sports Camp	4	Volleyball Camp	High School Gymnasium	Mon-Wed 07/08-07/10/24 & Mon-Wed 07/15-07/17/24	\$1,500.00
Varsity Sports Camp	4	Soccer Camp	Grass Field	Mon-Thurs 07/05-07/18/24	\$300.00
Varsity Sports Camp	4	Boys Lacrosse Camp	Turf Field	Mon-Thurs 07/08-07/11/24	\$600.00

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 18, 2024

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

CONSENT AGENDA

Anything placed on this agenda, Items 1- 16, will be voted upon in one motion.

Motion by Ms. Holinstat Seconded by Ms. Wojtowicz to approve the following motions:

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

Name	Position	Reason	Location	Last Day of Employment
Luisa Tamburri	Assistant Principal	Retirement	WEMS	07/31/2024

2. To approve the appointment of the following staff members, for the 2024/2025 school year, pending receipt of mandatory paperwork in accordance with N.J.S.A. 18-A:6-7.9:

Name	Position	Location	Tenure Track or Leave Replacement	Replacing or New Position	Salary/Hourly Rate	Effective Date(s)
Timothy Walsh	Athletic Director/ Supervisor of Health and Physical Education	District	Tenure Track	Anthony Minnella	\$ 125,000.00	07/01/2024

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

3. 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)
Richard Masters	Substitute Custodian	\$ 15/hour	03/19/2024

4. To approve the transfer of **Matthew Turi** from West Essex Regional High School to West Essex Middle School, effective March 19, 2024.

(Note: Mr. Turi replaces Mia Faieta, who was reassigned.)

5. To approve the following **Mentoring Position(s)** for the 2023/2024 school year:

Mentor	Mentee	Effective Date	Stipend
Heidi Monkowski	Adestinee Nazaire	03/11/2024	\$ 1,000 (CE)

6. To approve the following **2023-2024 Spring** Coaching appointments:

Sport	Candidate	Position	Step	Stipend
Baseball	Frank Firavanti	Volunteer	N/A	N/A

West Essex Regional Board of Education
 PERSONNEL – March 18, 2024

7. To approve **Daniela Colabelli, Timothy Walsh, and Karen Kinsey** as staff chaperones at the WEEA negotiated rate of \$200.00 per person, per night (Friday through Sunday), and \$100.00 per person, per night (Monday through Tuesday), for the Give Kids the World Initiative to be held in Kissimmee, Florida, from Friday, May 31, 2024 through Tuesday, June 4, 2024.

8. To approve the *extension* of a 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	04/09/2024-05/17/2024	N/A	N/A	05/20/2024

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

9. To *extend* the appointment of **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 April 9, 2024** through on or about **May 17, 2024**.

(NOTE: Peter Davis replaces Luisa Tamburri who is on a Board approved medical leave of absence.)

10. To *amend Personnel Motion #8*, previously approved at the March 4, 2024 Board meeting to read: 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
Jaclyn Dipopolo	WEMS	Teacher of Special Education	Medical	N/A	2/20/2024-3/8/2024	N/A	3/11/2024

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

11. To *amend Personnel Motion #3*, previously approved at the **March 4, 2024** meeting to read: 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	1,797

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

12. To *amend Personnel Motion #8*, previously approved at the **February 12, 2024** Board meeting to read: To approve **Timothy Shea, Jaclyn Carollo, and Nicolette Culkin** 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.

(NOTE: Mr. Shea replaced Mr. Ratajczak, who was unable to attend)

West Essex Regional Board of Education
CURRICULUM/SPECIAL EDUCATION – March 18, 2024

2. To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Schaarschmidt, Kevin	MEBCI Wind Conduction Symposium	Old Tappan, NJ	Sat-Sun 06/01-06/02/24	Conference Fee: \$500.00
Llauguet, Andrea	SUPA Conference for Sports Management	New York, NY	Thursday 04/11/24	Conference Fee: No Cost Personal Expenses: Not to Exceed \$ 137.00

3. To approve the following parent volunteer chaperones for the High School Genesee Valley Park, trip to Rochester, NY on Monday, April 8, 2024:

Matthew Bonaguide	<u>Greg Bogumil</u>	Scott Jacobson
Lorraine Sotomayor	Rachel Wartski	Sarah Gerdes
Annie Michcalski	San Yang	Scheanell Holland-Abrams
Josephine Holland*	<u>Daniel Dutcher*</u>	<u>Mimi Prontncki*</u>
<u>Kami Marsh*</u>		

(*Alternate Parent Volunteer)

4. To approve the following parent volunteer chaperones for the High School trip to the Museum of Chinese America, New York, NY on Wednesday, April 10, 2024:

Michele Bogumil	Miriam Shi	Michell Zhu	Nad Hdjonkor
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5. To approve the following parent volunteer chaperones for the High School Italian trip to Ellis Island, New York, NY on Friday, April 26, 2024:

Laura Matarazzo	Paula Mazza
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6. To *amend* Curriculum/Special Education Motion #1, previously approved at the February 12, 2024 Board meeting to read: To approve the following field trip request(s):

Class/Teacher	Destination	Educational Justification	Date(s)
Carollo, Jaclyn, Culkin, Nicolette, Aschoff, Greg, and Timothy Shea	FBLA Leadership Competition	FBLA State Leadership Competition	Tues-Wed 3/12-03/13/24

(NOTE: Mr. Shea replaced Dean Ratajczak who was unable to attend)

7. To *amend* Curriculum/Special Education Motion #2, previously approved at the February 12, 2024 Board meeting to read: To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Shea, Timothy	FBLA State Conference	Atlantic City, NJ	Tues-Wed 3/12-3/12/24	Conference Fee: No Cost Personal Expenses: Not to Exceed \$88.50

(NOTE: Mr. Shea replaced Dean Ratajczak who was unable to attend)

West Essex Regional Board of Education
MISCELLANEOUS – March 18, 2024

2. To approve the First Reading of Policy #3211 – Code of Ethics
Enclosures 63M - 65M
3. To approve the First Reading of Regulation #5440 – Honoring Student Achievement
Enclosures 66M – 67M
4. To approve the First Reading of Policy #5570 – Sportsmanship
Enclosures 68M – 69M
5. To approve the First Reading of Policy #5841 – Secret Societies
Enclosure 70M
6. To approve the First Reading of Policy #5842 – Equal Access of Student Organizations
Enclosures 71M - 72M
7. To approve the First Reading of Policy and Regulation #7610 – Vandalism
Enclosures 73M – 76M
8. To approve the First Reading of Policy #9323 – Notification of Juvenile Offender Case Disposition
Enclosures 77M - 79M
9. To *abolish* Policy #5755 – Equity in Educational Programs and Services
(**NOTE:** Information included in this policy is duplicated in Policy #1523 and Policy #2260, therefore, Policy #5755 is no longer needed.)
10. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 043 (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.
11. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 044 (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.
12. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 045 (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.

