

**BOARD OF EDUCATION  
WEST ESSEX REGIONAL SCHOOL DISTRICT  
REGULAR MONTHLY MEETING  
April 29, 2024  
Board Secretary's Memorandum**

EXECUTIVE SESSION: 6:00 PM

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 will reconvene from Executive Session and Ms. Maryadele Wojtowicz, President, will preside and voice the call to order at 7:30 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 April 29, 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.

PRESENTATION OF PROPOSED 2023-2024 BUDGET

**PUBLIC COMMENTS:** Ms. Maryadele Wojtowicz will open the floor to the public for comments.

**BOARD MEMBER COMMENTS:**

Item 1, **Adoption of the 2024-2025 School Year Budget**, will be voted upon in one motion. Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ to approve the following motion:

1. BE IT RESOLVED to approve a school district budget for the FY 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	\$ 475,063	\$ 475,063
<b>Totals</b>	<b>\$48,014,485</b>	<b>\$42,597,614</b>

BE IT FURTHER RESOLVED that this budget includes an enrollment adjustment to the base budget in the amount of \$267,456 and a health care 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

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.

**ROLL CALL:** Yes:  
No:  
Abstain:  
Absent:

West Essex Regional Board of Education  
AGENDA – April 29, 2024

**BOARD PRESIDENT’S REPORT:**

**SUPERINTENDENT’S REPORT:**

- Student Board Representative Report given by Joslyn deGuzman

**COMMENTS FROM BOARD MEMBERS:**

**BOARD COMMITTEE REPORTS/COMMENTS:** (any new or old business)

**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– April 29, 2024

The following finance 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 Secretary's and Treasurer's Reports for **February, 2024**, in the amount of **\$19,398,933.75** 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 **February, 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 – 59F**

2. To approve the attached transfer report from **February 1, 2023** through **February 29, 2024**.

**Enclosure 60F**

3. To approve the bills and claims **check number 054126** through **check number 054131** and **check number 054133** through **check number 054160** and **check number 054164** through **check number 054247**.  
**Void check numbers 052904, 053740, 054132, 054161, 054162, and 054163.**  
**Totaling: \$677,737.88**

**Enclosures 61F – 64F**

4. To approve the **Student Activity Check Register** from **April 13, 2024** through **April 26, 2024**, **check number 15588** through **check number 15891** and **check number 15896** through **check number 15961**.  
**Void check numbers 15503 and 15892 through 15895.**  
**Totaling: \$85,609.73**

**Enclosures 65F – 73F**

5. To approve the Regular Meeting Minutes of **April 15, 2024**.

**Enclosures 74F – 83F**

6. To approve the Executive Session Minutes of **April 15, 2024**.

**Enclosure 84F**

West Essex Regional Board of Education  
 FINANCE– April 29, 2024

7. RESOLVED, that the amount of district taxes needed to meet the obligations of West Essex Regional District Board of Education for the period July 1, 2024 through December 30, 2024 is **\$21,429,668.00** and the governing bodies are hereby requested to place in the hands of the Treasurer of School Moneys the specified amounts as scheduled, in accordance with the Statutes related thereto:

General Fund	Essex Fells	Fairfield	N. Caldwell	Roseland	
July 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
August 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
September 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
October 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
November 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
December 1, 2024	231,507.00	1,597,396.00	903,501.00	777,807.00	3,510,214.00
Total General Fund	1,389,042.00	9,584,376.00	5,421,006.00	4,666,857.00	21,061,281.00
Debt Service					
July 1, 2024	31,332.00	162,144.00	122,277.00	52,634.00	368,387.00
Grand Total	1,420,374.00	9,746,520.00	5,543,283.00	4,719,491.00	21,429,668.00

8. RESOLVED, that the amount of district taxes needed to meet the obligations of West Essex Regional District Board of Education for the period January 1, 2025 through June 30, 2025 is **\$21,167,946.00** and the governing bodies are hereby requested to place in the hands of the Treasurer of School Moneys the specified amounts as scheduled, in accordance with the Statutes related thereto:

General Fund	Essex Fells	Fairfield	N. Caldwell	Roseland	
January 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
February 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
March 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
April 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
May 1, 2024	231,507.00	1,597,396.00	903,501.00	777,810.00	3,510,214.00
June 1, 2024	231,503.00	1,597,389.00	903,501.00	777,807.00	3,510,207.00
Total General Fund	1,389,038.00	9,584,369.00	5,421,006.00	4,666,857.00	21,061,270.00
Debt Service					
January 1, 2024	0.00	54,043.00	0.00	52,633.00	106,676.00
Grand Total	1,389,038.00	9,638,412.00	5,421,006.00	4,719,490.00	21,167,946.00

9. To accept, as per West Essex Regional Board of Education Policy and Regulation #7230, the donation of **Speed and Agility Training**, valued at **\$2,000** from **Derek Talish**, owner of **Rebel Strength and Performance** for the West Essex Softball Program.

ROLL CALL: Yes:  
 No:  
 Abstain:  
 Absent:

West Essex Regional Board of Education  
BUILDINGS & GROUNDS – April 29, 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:

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 Youth Lacrosse	1	Lacrosse Practice	High School Turf Field	Tues & Thur 3/12-6/6/24	No Charge
Grand Slam Camps, LLC	4	Knights Youth Football Camp	High School Turf Field	Mon-Thurs 7/15-7/18/24	\$600

ROLL CALL:

Yes:

No:

Abstain:

Absent:

West Essex Regional Board of Education  
 PERSONNEL – April 29, 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 \_\_\_\_\_ Seconded by \_\_\_\_\_ to approve the following motions:

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

Name	Position	Reason	Location	Last Day of Employment, on or about:
Marion McGuinness	Secretary	Retirement	WEHS	6/30/2024

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

Name	Location/ Position	Tenure Track or Leave Replacement	Replacing or New Position	Guide	Step	Salary/ Hourly Rate	Effective Date(s), on or about:
Elena Ameres	WEHS/Teacher of Science	Tenure Track	Taciana Barros	WEEA	BA+ 15 /Step 14	\$85,617	9/01/2024
Skender Vrapic	WEHS/ Custodian	N/A	Christopher Knierim	WECMA	13	\$52,680	5/01/2024

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

- To approve **Karen Kinsey** for summer work to process and review athletic physicals for the high school and middle school for a total not to exceed 15 days, effective July 29, 2024 through August 26, 2024 at the rate of 1/200ths annual salary, pro-rated. The days are subject to approval by the Superintendent of Schools and will be coordinated by the Athletic Director.
- To ratify and reaffirm the reinstatement of Employee ID #1284, effective **April 24, 2024**.
- To *extend* the appointment of **John Tosato** as a leave replacement Science teacher assigned to West Essex Regional High School, beginning on or about **April 16, 2024** through on or about **June 30, 2024**, at an annual salary of \$60,781, pro-rated 3/5<sup>th</sup>'s, which is Step 1 of the 2023/2024 Bachelor's+15 Degree Teacher's Salary Guide. [NOTE: Mr. Tosato replaces employee #3301, who is on a leave of absence.]

West Essex Regional Board of Education  
 PERSONNEL – April 29, 2024

6. To approve the following High School teachers for a 6th period assignment effective **April 16, 2024** through on or about **June 30, 2024**, for the **2023/2024** school year, at the negotiated rate of \$53/day, prorated, as per WEEA contract:

SUBJECT	TEACHER
H Chemistry	Wendy Fink
AP Chemistry	Steve Gilgur

[NOTE: These staff members replace employee #3301, who is on a leave of absence.]

7. To approve the leave(s) of absence for the following employee(s) for the 2024/2025 school year:

Name	Location	Position	Maternity/ Disability Leave	NJFLA/FMLA w/o pay, but with benefits	LOA w/o pay or benefits	Return Date
Alyssa Donnelly	WEMS/ WEHS	Speech Therapist	08/26/2024-10/04/2024	10/07/2024-01/15/2025	N/A	01/16/2025

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

8. To *rescind* **Personnel Motion #3**, previously approved at the **February 7, 2024** Board Meeting: 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")

ROLL CALL:      Yes:  
                          No:  
                          Abstain:  
                          Absent:

West Essex Regional Board of Education  
 CURRICULUM/SPECIAL EDUCATION – April 29, 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 \_\_\_\_\_ Seconded by \_\_\_\_\_ to approve the following motions:

1. To approve the following field trip request:

Class/Teacher	Destination	Educational Justification	Date(s)
Johnson, Mike and Siragusa, Steven	Stockton University, Galloway, NJ	Esports Competition	Saturday 5/18/24

2. To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
Markey, Michael	NJSIAA Coaches Clinic	Princeton, NJ	Friday 5/3/24	Conference Fee: \$60.00 Personal Expenses: Not to Exceed \$50.29
Lerner, Jason	NJSELA 2024 Spring Roundtable	New Brunswick, NJ	Friday 5/17/24	Conference Fee: No Cost Personal Expenses: Not to Exceed \$32.64
Aschoff, Greg	SUPA Downstate Conference	New York, NY	Friday 5/31/24	Conference Fee: No Cost Personal Expenses: Not to Exceed \$98.24

3. To approve the following parent volunteer chaperones for the High School trip to The Essex County Clerks Office, Newark, NJ on Thursday, May 2, 2024:

Michelle Kupferberg	Allison Levine
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4. To *amend* Curriculum/Special Education Motion #1, previously approved at the April 15, 2024 Board meeting to read: To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
McQuaid, Elizabeth	NJASA/NJAPSA Spring Leadership Conference	Atlantic City, NJ	Wed-Fri 5/15- 5/17/24	Conference Fee: \$550.00 Personal Expenses: Not to Exceed: \$531.92

West Essex Regional Board of Education  
CURRICULUM/SPECIAL EDUCATION – April 29, 2024

5. To *amend* Curriculum/Special Education Motion #3, previously approved at the April 15, 2024 Board meeting to read: To approve the following parent volunteer chaperones for the High School Italian trip to Arthur Avenue, Bronx, NY on Friday, April 26, 2024:

Frank Matarazzo	Paula Mazza
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ROLL CALL:    Yes:  
                  No:  
                  Abstain:  
                  Absent:

West Essex Regional Board of Education  
MISCELLANEOUS – April 29, 2024

The following miscellaneous 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:

1. To approve the following amendments to the **2023/2024 school calendar**:
  - **Monday, May 13, 2024** as a **Regular School Day** (Previously a 2-Hour Delayed Opening for Students, PD for Staff)
  - **Thursday, May 23, 2024** – Single Session Day 12:17 PM Dismissal for Students/Staff
  - **Friday, May 24, 2024** – School Closed for Unused Emergency/Snow Day
2. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 049 (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. 052 (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.
4. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 053 (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.
5. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 012 (HS) 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.
6. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 013 (HS) 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.
7. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 014 (HS) 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.

West Essex Regional Board of Education  
MISCELLANEOUS – April 29, 2024

8. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation No. 015 (HS) 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 – April 29, 2024

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.]