

**WESTWOOD REGIONAL BOARD OF EDUCATION
FEBRUARY 28, 2019**

REGULAR MEETING AGENDA

1. Meeting called to order at approximately 7:00 P.M. in the Board of Education conference room, Jr./Sr. High School.
2. Roll Call
3. **EXECUTIVE SESSION**

Motion: the Board will recess to meet in Private Executive Session for the purpose of discussing personnel and legal matters. The Board will reconvene in Public Session at approximately 7:30 p.m. The decisions which emanate from these discussions will be disclosed to the public when action is taken by the Board.
4. Meeting called to order at approximately 7:30 p.m. in the Hurley Theater, Jr./Sr. High School.
5. SALUTE TO THE FLAG
6. Roll Call
7. The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Westwood Regional Board of Education has caused notice of this meeting to be sent to the following announcing time and place thereof:

Westwood Borough Hall
Westwood Public Library
Township of Washington Administration Building
Township of Washington Free Public Library
The Record
Community Life
Pascack Press
8. **MINUTE APPROVAL**
 - A. Motion: that approval be given to the following meeting minutes:
 - Regular BOE Meeting Minutes - 12/13/18, 1/17/19
 - Annual Organizational BOE Meeting - 1/3/19
 - Executive Session Minutes - 1/17/19
 - Curriculum Committee Meeting - 2/8/19
 - Finance and Facilities Committee Meeting - 1/15/19, 2/21/19
 - Policy Committee Meeting - 1/28/19
9. Superintendent's Report
10. Board President's Report
11. Business Administrator's Report
12. Student Representative's Report
13. Committee Reports
 - A. Policy & Governance: Chairperson - J. Blundo
 - B. Finance & Facilities: Chairperson - R. Hanlon
 - C. Curriculum & Instruction: Chairperson - D. Mandeville
 - D. Negotiations: Chairperson - R. Hanlon

14. AWARDS AND RECOGNITIONS

Student Artwork on Display: Westwood Regional Jr./Sr. High School 8th Grade Art students, under the direction of Lynda Panno: Gabriella Fonde (8), Mia La Sala (8), Genevieve Losquadro (8), Mia Marinkovic (8), Erin Morrison (8), Eugene O'Dell (8), Tyler Perrino (8), Dimitri Pothos (8), Celeste Reyes (8), Matthew Ryan (8), Olivia Sciancalepore (8), Marcus Shim (8), Conner Sklavounos (8), Steven Tamayo (8), Ava Van Auken (8).

A. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

WHEREAS, student achievement can be seen in many areas of education including, but not limited to, academic, athletics, music, art, and character; and

WHEREAS, the Westwood Regional School District believes recognizing student achievement in its many forms is an essential part of promoting "Excellence in Education"; and

WHEREAS, the Westwood Regional School District recognizes *Michael Burry*, sixth grade student, for being selected as the Westwood Regional Middle School student of the month for January 2019; and

WHEREAS, the Westwood Regional School District recognizes *Hailey Nicholson*, seventh grade student, for being selected as the Westwood Regional Middle School student of the month for January 2019; and

WHEREAS, the Westwood Regional School District recognizes *Mia LaSala*, eighth grade student, for being selected as the Jr. High School student of the month for January 2019; and

WHEREAS, the Westwood Regional School District recognizes *Nicholas Goetz*, tenth grade student, for being selected as the Sr. High School student of the month for January 2019; and

NOW, THEREFORE, BE IT RESOLVED that the Westwood Regional Board of Education hereby congratulates these students for their accomplishments, directs the Secretary to include this Resolution in the official minutes of the Board of Education, and directs the Superintendent of Schools to present the students with suitable certificates of recognition.

15. SPECIAL PUBLIC REPORT

A. 2017-2018 District Audit presented by Robert Haag of Lerch, Vinci, & Higgins, LLP - District Auditors

16. PUBLIC FORUM (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers' list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals). The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding personnel matters are discouraged and cannot be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the responsible Building Principal, Superintendent of Schools, or the Board of Education, either by telephone, letter, or email.

Although the Board may not respond to items raised during the public forum, all public comments will be considered and may be discussed tonight under the appropriate agenda items or "new business" at this meeting, at subsequent meetings under "old business," or during a Board committee meeting, if appropriate.

Each speaker's statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

17. **ADMINISTRATIVE / GOVERNANCE**

- A. Motion: that upon the recommendation of the Superintendent, the Board affirms the Superintendent's decision on the Harassment, Intimidation and Bullying matters as required by N.J.S.A. 18A:37-1S(b)(6)(e) on the following cases:

Incident Number
1. 195922_GES_12072018
2. 196051_WRM_12122018
3. 196094_WRJ_12132018
4. 196347_GES_12182018
5. 196542_WRJ_01022019

- B. Motion: that upon the recommendation of the Superintendent, approval be given to the Annual Uniform State Memorandum of Agreement between the Westwood Regional Board of Education and the Chief of the Township of Washington Police Department and the Chief of the Borough of Westwood Police Department for the 2018-2019 school year.
- C. Motion: that upon the recommendation of the Superintendent, the Board authorizes the Affirmative Action Team to conduct a needs assessment and develop the 2019-2022 Comprehensive Equity Plan.
- D. Any Administrative//Governance addendum items will be considered at this time.

18. **POLICY** (click [here](#) to view draft policies)

- A. Motion: that upon the recommendation of the Superintendent, approval be given to approve the following Policies/Regulations as a *First Reading*:

Policy	Title
P2415.06	Unsafe School Choice Option (M)
P2422	Health and Physical Education (M)
P2431.3	Practice And Pre-Season Heat-Acclimation for School-sponsored Athletics and Extra-Curricular Activities
P2610	Educational Program Evaluation (M)
P4219	Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M)
P5111	Eligibility of Resident/Nonresident Students (M)
P5337	Service Animals
P5600	Student Discipline/Code of Conduct (M)
P5611	Removal of Students for Firearms Offenses (M)
P5612	Assaults on District Board of Education Members or Employees (M)
P5613	Removal of Students for Assaults with Weapons Offenses (M)
P5756	Transgender Students (M)
P7440	School District Security (M)
P8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M)
P8561	Procurement Procedures for School Nutrition Program (M)
P8860	Memorials
Regulation	Title
R2460.8	Special Education-Free and Appropriate Public Education (M)
R5111	Eligibility of Resident/Nonresident Students (M)
R5530	Substance Abuse (M)
R5600	Student Discipline/Code of Conduct (M)

R5611	Removal of Students for Firearms Offenses (M)
R5612	Assaults on District Board of Education Members or Employees (M)
R5613	Removal of Students for Assaults with Weapons Offenses (M)

B. Any Policy addendum items will be considered at this time.

19. **PERSONNEL**

A. Motion: that upon the recommendation of the Superintendent, approval be given for the following resignations:

NAME	POSITION	LOCATION	EFFECTIVE DATE
1. Evans, Dylan	Assistant Baseball Coach	HS	January 22, 2019
2. Pekarsky, Sean	Assistant Lacrosse Coach	HS	January 22, 2019

B. Motion: that upon the recommendation of the Superintendent, approval be given for the following medical leave of absence for the **2018-2019** school year:

NAME	POSITION	BUILDING	DATES OF PAID LEAVE	DATES OF FAMILY LEAVE*
Barricella, Frank	Maintenance	District	01/02/19-02/08/19 (28 sick days)	N/A

* unpaid with benefits under FMLA/NJFLA

C. Motion: that upon the recommendation of the Superintendent, approval be given for the following *anticipated* maternity leave of of absence for the **2018-2019** school year:

NAME	POSITION	BUILDING	DATES OF PAID LEAVE	DATES OF FAMILY LEAVE*	DATES OF CHILD-REARING LEAVE**
Astudillo, Bonnie	ESL Teacher	Berkeley	05/20/19-06/21/19 (24 Sick Days)	09/03/19-11/25/19	N/A

* unpaid with benefits under FMLA/NJFLA

**unpaid and without benefits

D. Motion: that upon the recommendation of the Superintendent, approval be given for the following *revised* maternity leaves of of absence for the **2018-2019** school year:

NAME	POSITION	BUILDING	DATES OF PAID LEAVE	DATES OF FAMILY LEAVE*	DATES OF CHILD-REARING LEAVE**
1. Preciado, Kristyn <i>2 Teacher Consultant Days</i>	Grade 1 Teacher	Berkeley	01/02/19-02/08/19 (28 Sick Days)	02/11/19-05/13/19	N/A
2. Cardenas, Vanessa	Spanish Teacher	WRMS	10/22/18-11/20/18 (30 Sick Days)	11/21/18-02/20/19	02/21/19-06/30/19

* unpaid with benefits under FMLA/NJFLA

**unpaid and without benefits

E. Motion: that upon the recommendation of the Superintendent, approval be given for the *revised* appointment of leave-replacement staff and salary for the **2018-19** school year:

NAME	POSITION	BUILDING	SALARY	SOURCE OF FUNDS
1. Aviles, Melissa (leave replacement for Margaret Montenare effective 09/20/18-02/13/19) <i>Four (4) Consultant Dates To</i>	Student Assistance Coordinator	Jr./Sr. HS	\$303.54 per diem based on MA/Step 1 (\$58,280)	11-000-218-104-10

Be Determined				
2. Berens, Christina (leave replacement for Vanessa Cardenas - effective 10/22/18-06/30/19) Four (4) Consultant Days October 18 and 19, 2018. March 4 and 5, 2019	Spanish Teacher	WRMS	\$268.90 per diem based on BA/Step 1 (\$51,630)	11-130-100-101-07

- F. Motion: that upon the recommendation of the Superintendent, approval be given for the *revised* appointment of a mandated Aide and salary for the **2018-19** school year:

NAME	POSITION / PROGRAM	BUILDING	RATE OF PAY / STEP	NOT TO EXCEED HOURS PER WEEK	ACCOUNT NUMBER
Castelbuono, Fiona	1:1 Aide / Classroom	WRMS	\$16.00 / Step 2	28	11-000-217-106-40

- G. Motion: that upon the recommendation of the Superintendent, approval be given for a paid administrative leave for staff member No. 6543 effective January 24, 2019 through January 25, 2019, returning from administrative leave on January 28, 2019.

- H. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of staff and salary as per the negotiated agreement between the Westwood Buildings and Grounds Association and the Westwood Regional Board of Education for the **2018-19** school year, pending criminal history and health clearances:

NAME	POSITION	LOCATION	BASE SALARY	STIPEND(S)	TOTAL SALARY	ACCOUNT NUMBER
Maguire, John (replacing Larry Romba, retired effective 12/31/18)	12 Month Maintenance Worker	District	\$43,500.00	\$5,500.00 Maintenance \$1,200.00 Black Seal License	\$50,200.00	11-00-263-100-10

- I. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of the following coaches and salaries for **Spring Sports, 2018-19**, pending criminal clearance and medical requirements:

NAME	ATHLETIC SPORT	STIPEND / STEP	ACCOUNT NUMBER
1. Frolich, Kayla	8th Grade Track Interscholastic	\$4,039	11-402-100-101-02
2. Frolich, Kayla	Assistant Softball Coach	Volunteer	
3. Kazimir, Bethany	8th Grade Track Interscholastic	\$4,039	11-402-100-101-02
4. Lizzi, Christina	Assistant Softball Coach	\$8,724 / Step 3	11-402-100-101-02
5. Pekarsky, Sean	Assistant Boys Lacrosse	Volunteer	
6. Penn, Matthew	Head Girls Golf Coach	\$7,587 / Step 1	11-402-100-101-02
7. Ramagli, Matt	Assistant Baseball Coach	\$5,816 (2/3) / Step 3	11-402-100-101-02
8. Steffner, Ryan	Assistant Boys Lacrosse	\$8,724 / Step 3	11-402-100-101-02
9. Urbanovich, Joseph	Assistant Baseball Coach	Volunteer	

- J. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of the following coaches and salaries for **Fall Sports, 2019-20**:

NAME	ATHLETIC SPORT	STIPEND / STEP	ACCOUNT NUMBER
Camporeale, Andrew	Head Volleyball Coach	\$8,970 / Step 1	11-402-100-101-02

- K. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of staff as a Volunteer Advisor for Extra Curricular activities for the **2018-19** school year:

NAME	EXTRA CURRICULAR	BUILDING	STIPEND
McGuirk, Ryan	Art & Literary Magazine Club	Jr./Sr. High School	Volunteer

- L. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of the following substitute teachers at the rate of \$100.00 per day for the **2018-19** school year; pending criminal clearance and medical requirements:

1. DeFranco, Michelle
2. DeVona, Lisa
3. DiCuffa, Donna
4. Guglielmotti, Valeri
5. Hamilton, Kristin
6. Schott, Melissa

- M. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of the following substitute aides at the rate of \$15.50 per hour for the **2018-19** school year; pending criminal clearance and medical requirements:

1. DeFranco, Michelle
2. DeVona, Lisa
3. DiCuffa, Donna
4. Fodor, Emma
5. Guglielmotti, Valeri
6. Hamilton, Kristin

- N. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment the following substitute custodian at the rate of \$15.25 per hour for the **2018-19** school year; pending criminal clearance and medical requirements:

1. Koci, Halim
2. Resuli, Desaret

- O. Motion: that upon the recommendation of the Superintendent, approval be given for the following staff to attend out-of-district conferences for the **2018-2019** school year:

NAME/SCHOOL	CONFERENCE ATTENDING	CONFERENCE SPONSOR	DATES ATTENDING	COSTS NOT TO EXCEED
1. Armstrong, Frank / HS	ATSNJ 2019 Annual Conference and Business Meeting	Athletic Trainers Society of New Jersey	February 24-25, 2019	\$210.50
2. Cofini, Mario / District	Asbestos Operations & Maintenance Refresher	NAETI	March 4, 2019	\$165.31
3. Cofini, Mario / District	Asbestos Inspector Refresher	NAETI	March 5, 2019	\$165.31
4. Cofini, Mario / District	2019 NJSBGA Conference / Expo	NJ Schools Building & Grounds Association	March 11-13, 2019	\$493.38
5. Fox, Rosemary / Berkeley	2019 NJTESOL Spring Conference	NJTESOL	May 30, 2019	\$213.38 <i>(Title III funds)</i>
6. Gilbert, Julie / HS	NGSS Summer Institute	Raritan Valley Community College	July 22-26,2019	\$300.00
7. Goffe, Heather / HS	2019 Mandatory District Test Coordinator & District Technology Coordinator	Pearson / The State of New Jersey	February 25, 2019	\$56.00
8. Hittinger, Maria / WRMS	2019 NJTESOL Spring Conference	NJTESOL	May 30, 2019	\$287.27 <i>(Title III funds)</i>
9. Jenney, Cathy / Washington	Conquer Math	Conquer Math	March 13, 2019	\$155.00

10. Keller, Michele / HS	NAEA National Convention	National Art Education Association	March 14-16, 2019	\$333.52
11. LaForgia, Shelley / WRMS	2019 Women’s Leadership Conference	AASA/NJASA/FEA	March 14, 2019	\$254.99
12. Le Parc, Kelly / Brookside	2019 NJTESOL Spring Conference	NJTESOL	May 30, 2019	\$199.00 <i>(Title III funds)</i>
13. Lyons, Brenda / HS	2019 Mid-Hudson Valley College Consortium Tour	Mid-Hudson Valley Cottage Consortium	April 29-May 1, 2019	\$163.83
14. McGovern, Christine / WRMS	NJAMLE 2019 Annual Conference	NJAMLE	March 15, 2019	\$143.82
15. McKaba, Alycia / HS	NGSS Summer Institute	Raritan Valley Community College	July 22-26,2019	\$445.70
16. McLaughlin, Katherine / WRMS	NJAMLE 2019 Annual Conference	NJAMLE	March 15, 2019	\$139.85
17. Miller, Jonathan / District	Active Shooter Symposium & Panel Discussion	ASIS International	March 22, 2019	\$30.00
15. Murphy, Alyssa / WRMS	NJAMLE 2019 Annual Conference	NJAMLE	March 15, 2019	\$119.00
18. Panno, Lynda / HS	NAEA National Convention	National Art Education Association	March 14-16, 2019	\$175.00
19. Rea, Kimberly / WRMS	Oppositional, Defiant, and Disruptive Children and Adolescents	PESI	April 4, 2019	\$233.99
20. Rosado, Keith / District	2019 NJASBO Annual Conference	NJASBO	June 5-7, 2019	\$875.00
21. Rudin, Ariel / HS	2019 NAEA National Convention	National Art Educators Association	March 14-16, 2019	\$411.63
22. Sans, Allison / WRMS	2019 NJTESOL Spring Conference	NJTESOL	May 30, 2019	\$234.00 <i>(Title III funds)</i>
23. Ziegler, Jacob / WRMS	NJAMLE 2019 Annual Conference	NJAMLE	March 15, 2019	\$143.82

P. Motion: that upon the recommendation of the Superintendent, approval be given to the following candidates pursuing an Education degree, to conduct observation hours, pending criminal history and health clearance:

NAME	UNIVERSITY / COLLEGE	LOCATION	DATES
1. Pesenti, Paul	St. Thomas Aquinas College	Jr/Sr High School	03/01/2019-06/22/2019
2. Teats, Skylar	Bergen Community College	George	03/01/2019-06/22/2019
3. Walsh, Lauren	Caldwell University	George	03/01/2019-06/22/2019

Q. Any Personnel addendum items will be considered at this time.

FINANCE / FACILITIES

A. Motion: that upon the recommendation of the Superintendent, invoices for materials received and services rendered for the 2018-2019 school year for January 2019 in the amount of \$4,115,183.43 be ratified for payment in accordance with the lists reviewed by the Board.

B. Motion: that upon the recommendation of the Superintendent, the Report as of January 31, 2019, of the Treasurer of School Moneys be received.

- C. Motion: that upon the recommendation of the Superintendent, acknowledgement be made of the Secretary’s certification that as of January 31, 2019, no budgetary line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Keith A. Rosado
Business Administrator

- D. Motion: that upon the recommendation of the Superintendent, pursuant to N.J.A.C. 6A:232.11(c)4, we certify that as of January 31, 2019, after review of the Secretary’s monthly financial reports and upon 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:23-2.11(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
- E. Motion: that upon the recommendation of the Superintendent, approval be given the Adjusted Transfer Listing dated Feb 25, 2019, for the month of January 2019.
- F. Motion: that upon the recommendation of the Superintendent, invoices for materials received and services rendered for the 2018-2019 school year for February in the amount of \$1,785,523.34 be approved for payment in accordance with the lists reviewed by the Board.
- G. Motion: that upon the recommendation of the Superintendent, approval be given for the 2018-19 Annual Audit Report.
- H. Motion: that upon the recommendation of the Superintendent, approval be given to the Corrective Action Plan related to the District’s 2018-19 audit report.
- I. Motion: that upon the recommendation of the Superintendent, approval be given to the disposal of the item as listed below:

Quantity	Make/Model	Serial #	School	Discard Reason
1	Euphonium-Reynolds #598	43902	Middle School	Unrepairable
1	Yamaha Keyboard YPR-7	005271	Middle School	Unrepairable

- J. Motion: that upon the recommendation of the Superintendent, approval be given to authorize the submission of the ESSA Amended Application for Fiscal Year 2019 and accepts the grant award of these funds upon the subsequent approval by the New Jersey Department of Education:

	Original Amount	Rollover Amount	Amended Amount
Title I	\$175,284	\$18,809	\$194,093
Title IIA	\$54,463	\$5,797	\$60,260
Title III	\$11,253	\$2,398	\$13,651
Title III Immigrant	\$3,425	\$207	\$3,632
Title IV	0 (moved to Title II)	-	-
TOTAL	\$244,425	\$ 27,211	\$271,636

- K. Motion: that upon the recommendation of the Superintendent, approval be given for the Nachman, Phulwani, Zimovcak Law Group, P.C. to conduct parent/guardian information sessions with the use of ESEA Title III Immigrant funding.
- L. Motion: that upon the recommendation of the Superintendent, approval be given for the following expansion of the school security system and equipment purchase and installation at Immaculate Heart Academy (IHA) using 2018-2019 New Jersey Non Public Security funds allotment. Protection 1 (ADT) is a proprietary provider of security services for IHA. The proposal is not to exceed \$11,495.40.
- M. Motion: that upon the recommendation of the Superintendent, approval be given to out-of-district tuition contracts for the 2018-2019 school year as per the list below:

Receiving School Name	Town, State	Tuition SY 2018-19	Aide	NJ ID Number
Ridgewood Public Schools	Ridgewood, NJ	\$28,660.80	\$24,266.76	6026813633

- N. Motion: that upon the recommendation of the Superintendent, approval be given for LSRP services and management of the Historic Fill that will be impacted during the construction activities scheduled at the Westwood Regional Middle School at a cost not to exceed \$71,910.00.
- O. Motion: that upon the recommendation of the Superintendent, approval be given to the disposal of Special Services items as listed below:

Quantity	Description
2	CELF 4 Stimulus Book 2 Fourth Edition
1	CELF 4 Examiner’s Manual Fourth Edition
1	TOLD-1:3 Third Edition Interme
1	TOLD-P:3 Third Edition Primary

- P. Any Finance/Facilities addendum items will be considered at this time.

20. **CURRICULUM / PROGRAMS**

- A. Motion: that upon the recommendation of the Superintendent, approval be given for the out-of-state field trip listed below:

TEACHER	GRADE(S)	SCHOOL	DATE	PURPOSE	DESTINATION	OUT-OF-POCKET STUDENT COST
Hogle, Beth Lepore, Stephanie	2nd	Berkeley	5/17/19	Students will learn about efforts in place to save pandas living in the wild. Students will explore the different exhibits at the aquarium. They will gather facts and photos that will enhance their research that will be used when completing their Writing Workshop “Science Book” unit.	The Maritime Aquarium, Norwalk, CT	\$14.00

- B. Any Curriculum/Programs addendum items will be considered at this time.

21. Old Business

22. New Business

- A. Discussion of revised 2019-20 Budget Calendar and Budget Work Session

23. **ADJOURNMENT**

Motion: that this meeting be adjourned and the Board meet in Private Executive Session for the purpose of discussion of personnel, litigious, and negotiation matters. The decisions which emanate from these discussions will be disclosed to the public when action is taken by the Board.