

**WESTWOOD REGIONAL BOARD OF EDUCATION
NOVEMBER 17, 2016**

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**
Motion: that approval be given to the following meeting minutes:
 - September 15, 2016 Regular BOE Meeting and October 20, 2016 Regular BOE Meeting
 - September 20, 2016 Curriculum & Instruction Committee Meeting
 - October 13, 2016 Finance & Facilities Committee Meeting
9. Superintendent's Report
10. Board President's Report
11. Business Administrator's Report
12. Student Representative's Report
13. Committee Reports
 - Policy & Governance: Chairperson - J. Blundo
 - Finance & Facilities: Chairperson - R. Hanlon
 - Curriculum & Instruction: Chairperson - S. Swietkowski

14. **AWARDS AND RECOGNITION**

Student Artwork on Display: Visual Art students from the Honors Art Foundations class at the Jr./Sr. High School under the direction of Miss Jasmine Haugh - Sylvie Adams, Michael Bussanich, Matthew DeMarco, Ashley Francis, Alexandra Fulco, Brett Glock, Abigail Hill, Taegon Park, Gabriela Taveroni, Isabella Westervelt.

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 *Kyla Carney*, sixth grade student, for being selected as the Westwood Regional Middle School student of the month for October 2016; and

WHEREAS, the Westwood Regional School District recognizes *Sean Echavarria*, seventh grade student, for being selected as the Westwood Regional Middle School student of the month for October 2016; and

WHEREAS, the Westwood Regional School District recognizes *Brianna Scallo*, eighth grade student, for being selected as the Jr. High School student of the month for October 2016; and

WHEREAS, the Westwood Regional School District recognizes *Daniela Maiz*, twelfth grade student, for being selected as the Sr. High School student of the month for October 2016; 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**

- o Demographic Study presented by George Sundell of Sundance Associates.

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 wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, by policy it cannot allow public discussion of personnel matters. 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.

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. 26707_WRMS_09162016	5. 27092_GES_09292016
2. 26716_WRJHS_09162016	6. 37200_WRJHS_10052016
3. 26793_WRJHS_09202016	7. 37530_WRMS_10192016
4. 26847_WRJHS_09212016	

B. Any Legislation/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 2nd reading:

Policy/Regulation Number	Title
P1110	Organizational Chart
R5200	Student Attendance (M)

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

19. **PERSONNEL**

A. Motion: that upon the recommendation of the Superintendent, approval be given for staff and salary for the 2016-17 school year:

NAME	POSITION	BUILDING	SALARY
Cherilyn Connor	Math/Special Education (Leave Replacement for Alyssa Viscito for the period of January 3, 2017 through June 23, 2017	Jr. Sr. High School	\$261.09 per diem based on BA, Step 1
Teacher Consultant	December 21 and 22, 2016		\$261.09 per diem based on BA, Step 1

B. Motion: that upon the recommendation of the Superintendent, approval be given for substitute teachers at the rate of \$100.00 per day for the **2016-17** school year:

1. Jennifer Grutta
2. Raymond Pesenti
3. Tonia Seiler
4. Cassidy Yotnakparian
5. Michael Haas
6. Keith Haas
7. Alexa DeVito
8. Melissa Lawrence
9. Lisa Marinkovic
10. Meagan Wholey
11. Nicole Bornemann

C. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of the following staff and salaries per the negotiated agreement with the Westwood Education Association and the Westwood Regional Board of Education for Extra Curricular activities for the **2016-17** school year:

NAME	EXTRA CURRICULAR	BUILDING	STIPEND
Ivanova Araujo	NCLB Homework Club (Title I)	Brookside	\$42.00 per hour

D. Motion: that upon the recommendation of the Superintendent, approval be given for the additional appointment of the following staff and salaries per the negotiated agreement with the Westwood Education Association and the Westwood Regional Board of Education for Clubs at the rate of \$84.00 per session for the **2016-17** school year:

NAME	CLUB	BUILDING	MEETINGS	STIPEND
1. Maria Cristina LaPadula, 2. Christina Petrillo	World Language Club	Jr. Sr. High School	8-10 sessions	Volunteer Volunteer

3. Jennifer Buccola	WRHS Cares About the Strays	Jr. Sr. High School	12 sessions	Volunteer
4. Vanessa Cardenas	French and Spanish Club	Middle School	9 sessions = \$756.00 shared by four advisors	\$189.00
5. Maria Hittinger				\$189.00
6. Raquel Tome				\$189.00
7. Allison Sans				\$189.00

E. Motion: that upon the recommendation of the Superintendent, approval be given for Aides for the **2016-17** school year:

NAME	BUILDING	POSITION	RATE OF PAY
1. Kristin Maul	Berkeley School	Aide	\$15.25 per hour + \$1.00 for teaching certificate

F. Motion: that upon the recommendation of the Superintendent, approval be given for substitute aides at the rate of \$15.25 per hour for the **2016-17** school year:

1. Nada Matesic
2. Nicole Sanzari

G. Motion: that upon the recommendation of the Superintendent, approval be given for the following field observations, student teaching and nurse observations for the **2016-17** school year:

NAME	COLLEGE	BUILDING	DATE
Sarah Nutile	Montclair State University	George School - 1 hour	Fall, 2016
Michelle DeFranco	Bergen Community College	Washington School - 5 hours	Fall, 2016
Reina Manuela	William Paterson University	Berkeley School - one day	Fall, 2016

H. Motion: that upon the recommendation of the Superintendent, approval be given for the following staff to receive a pro-rated payment at a rate of \$42.00/hour to attend the after school Mentor Training Program on September 26, 2016:

NAME	BUILDING	AMOUNT
Danielle Sommerville	Jr/Sr High School	\$21.00
Judith King	Brookside	\$10.50
Allison Seigle	Berkeley	\$10.50
Catherine Meringolo	High School	\$21.00

I. Motion: that upon the recommendation of the Superintendent, approval be given for additional In-Service Leaders at the rate of \$50.00 per hour for the **2016-17** school year:

NAME	POSITION
Deborah Penn	In-Service Leader

J. Motion: that upon the recommendation of the Superintendent, approval be given for additional staff and salaries for the Crisis Prevention Intervention Training workshop on November 8, 2016, at the rate of \$42.00 per hour for Nurses and \$15.25 for Aides for the **2016-17** school year:

NAME	POSITION
1. Nancy Westerkon	Nurse
2. Deborah Goursky	Aide
3. Jeremy Taylor	Aide
4. Kristen Hard	Aide
5. Patricia Liggio	Aide

K. Motion: that upon the recommendation of the Superintendent, approval be given for additional staff and salaries for the Paraprofessional Training on November 8, 2016, at the rate of \$15.25 for Aides for the **2016-17** school year:

1. Susan Kenny
2. Cynthia D'Ambrosio
3. Jeanine Schroeder
4. Lindsay Agar

- L. Motion: that upon the recommendation of the Superintendent, approval be given for a *tentative* child rearing leave of absence for Brianne Adams, Technology, Middle School, for use of sick days during the period of disability for the period of April 17, 2017 through May 22, 2017, and an unpaid leave of absence with full medical benefits under the Family Medical Leave Act- and New Jersey Family Leave Act for the period of May 23, 2017 through October 22, 2017.
- M. Motion: that upon the recommendation of the Superintendent, approval be given for a *tentative* child rearing leave of absence for Allison Seigle, Kindergarten, Berkeley School, for use of sick days during the period of disability for the period of January 30, 2017 through March 14, 2017, and an unpaid leave of absence with full medical benefits under the Family Medical Leave Act and New Jersey Family Leave Act for the period of March 15, 2017 through June 11, 2017.
- N. Motion: that upon the recommendation of the Superintendent, approval be given for a *revised* child rearing leave of absence for Stephanie LePore, Grade 2, Berkeley School, with use of sick days during the period of disability from October 17, 2016 through December 1, 2016, and a child rearing leave of absence without pay but with full medical benefits under the Family Medical Leave Act and New Jersey Family Leave Act beginning on December 2, 2016 through March 1, 2017.
- O. Motion: that upon the recommendation of the Superintendent, approval be given for a leave of absence without pay for Rena Harris, ABA Aide, Pre-school Autistic, under the Family Medical Leave Act for the period of November 14, 2016 through January 15, 2017.
- P. Motion: that upon the recommendation of the Superintendent, approval be given for a medical leave of absence with use of sick days and full medical benefits for Judith Woods, Grade 2, Washington Elementary School for the period of January 20, 2017 through March 26, 2017.
- Q. Motion: that upon the recommendation of the Superintendent, approval be given for the resignation of Kara Lane, Aide, Berkeley School, effective November 5, 2016.
- R. Motion: that upon the recommendation of the Superintendent, approval be given to rescind the contract for the Continental Math League for Jacob Ziegler, Co-Advisor, Middle School.
- S. Motion: that upon the recommendation of the Superintendent, approval be given to rescind the contract for the Homework Club for Danielle Delaney, Brookside School.
- T. Any Personnel addendum items will be considered at this time.

20. FINANCE / FACILITIES

- A. Motion: that upon the recommendation of the Superintendent, invoices for materials received and services rendered for the 2016-2017 school year for September 2016 in the amount of \$2,749,730.07 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 September 30, 2016, 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 September 30, 2016, 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:23.11(c)4, we certify that as of September 30, 2016, 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

November 14, 2016, for the month of September 2016.

- F. Motion: that upon the recommendation of the Superintendent, invoices for materials received and services rendered for the 2015-2016 school year for November in the amount of \$7,514.00 be approved for payment in accordance with the lists reviewed by the Board.
- G. Motion: that upon the recommendation of the Superintendent, invoices for materials received and services rendered for the 2016-2017 school year for November in the amount of \$1,171,353.17 be approved for payment in accordance with the lists reviewed by the Board.
- I. Motion: that upon the recommendation of the Superintendent, approval be given to cancel outstanding checks from the 2015-2016 school year as listed below:

Account	Check Number	Amount
General Fund	18068	\$12.20
General Fund	18554	\$442.00
General Fund	18712	\$1,500.00
General Fund	19069	\$33.46
General Fund	19693	\$31.99
General Fund	19754	\$61.74
General Fund	20082	\$210.08
General Fund	20570	\$620.00
General Fund	20777	\$884.00
H.S. Student Activity Account	1606	\$300.00
Athletic Account	3543	\$125.00
Athletic Account	3890	\$81.00
Athletic Account	3926	\$35.00
Athletic Account	4049	\$60.00
Athletic Account	4216	\$110.00
Athletic Account	4274	\$79.00
Athletic Account	4284	\$170.00
Athletic Account	4290	\$100.00
Athletic Account	4513	\$150.00
Cafeteria Account	1025	\$26.75
Cafeteria Account	1029	\$22.30
Cafeteria Account	1034	\$6.65
Payroll Account	41981	\$264.30
Payroll Account	48728	\$82.65
Payroll Account	48781	\$179.07
Payroll Account	48791	\$35.42
Payroll Account	48820	\$36.01
Payroll Account	48841	\$69.80
Payroll Account	48868	\$127.21
Payroll Account	49082	\$197.10
Payroll Account	49369	\$57.37
Payroll Account	50091	\$228.97
Payroll Account	50969	\$292.68
Payroll Account	53597	\$740.80
Payroll Account	53780	\$1,456.59
Payroll Account	53810	\$396.61
Payroll Account	54091	\$397.67
Payroll Account	54257	\$1.37
Payroll Account	54283	\$0.42

Payroll Account	54319	\$383.93
Payroll Account	54801	\$175.90
Payroll Account	55833	\$567.49
Payroll Account	55987	\$466.84
Payroll Account	56947	\$866.60
Payroll Account	57826	\$22.58
Payroll Account	57854	\$182.19
Payroll Account	57862	\$453.17
Payroll Account	57876	\$376.16

- H. Motion: that upon the recommendation of the Superintendent, approval be given to the Nonpublic Security Aid expenditure recommendations in the amount of \$3,700.00, as per notification on October 24, 2016 and confirmation with Primoris Academy and the Westwood Regional School District.
- I. Motion: that upon the recommendation of the Superintendent, approval be given to the Nonpublic Security Aid expenditure recommendations in the amount of \$36,700.00, as per notification on October 24, 2016 and confirmation with Immaculate Heart Academy and the Westwood Regional School District.
- J. Motion: that upon the recommendation of the Superintendent, approval be given the disposal of obsolete telephones, following the posting of the telephones for a period of 120 days as listed below:

Quantity	Title	Make/Model Number	ISBN	Location
36	8-button telephones with display	Vodavi 3011-71	N/A	High School
204	8-button telephones no display	Vodavi 3012-71	N/A	High School
67	30-button telephones with display	Vodavi 3015-71	N/A	High School
2	30 + 48 button telephones	Vodavi 3015-71	N/A	High School
1	30 + 96 button telephone	Vodavi 3015-71	N/A	High School

- K. Motion: that upon the recommendation of the Superintendent, approval be given to the Bus Evacuation Drills performed as listed below:

Date	Time	School	Location	Route #	Supervisor of Drill
10/18/2016	7:30 a.m.	Jr./Sr. High School	701 Ridgewood Road Twp. of Washington	WO2, WO3, W04, W6	Michael Corso, AP Christopher Mello, AP

- L. Motion: that upon the recommendation of the Superintendent, approval be given to the disposal of obsolete items as listed below:

# Items	Description	Model #	Serial # or ISBN#	Westwood Regional S.D. Asset Tag #	Location
1	Walkie-Talkie	VX 180U	1K161960	N/A	H.S. Custodian
1	Walkie-Talkie	VX 180U	71297815	N/A	Special Services

- M. Motion: that upon the recommendation of the Superintendent, approval be given to out-of-district tuition contracts for the 2016-2017 school year as per the list below:

School Name	Town, State	Tuition SY 2015-16	Aide	NJ ID Number
Chapel Hill	Morris County, NJ	\$31,984.20	N/A	3019696751
Washington School - BCSS	Paramus, NJ	N/A	\$45,000.00	2899460623
Holmstead School	Ridgewood, NJ	\$51,219.00	N/A	8157339561

- N. Motion: that upon the recommendation of the Superintendent, approval be given to accept the Proposal for Professional Architectural Services submitted by FKA Architects for the Media Center Redesign Masterplan Project at the Jr./Sr. High School Proposal not to exceed \$4,950.00.

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

WHEREAS, the law firm of Machado Law Group, LLC has the expertise and experience to provide professional services for the purpose of negotiations;

NOW THEREFORE BE IT RESOLVED that the Westwood Regional Board of Education appoints the law firm of Machado Law Group, LLC at the hourly rate of :

\$160 partner/associate

\$75 paralegal

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

21. CURRICULUM / PROGRAMS

A. Motion: that upon the recommendation of the Superintendent, approval be given for staff to attend out-of-district conferences for the 2016-2017 school year:

FEE				
<i>Name/School</i>	<i>Conference Attending</i>	<i>Conference Sponsor</i>	<i>Dates Attending</i>	<i>Costs Not to Exceed</i>
Chritine Androulakis/ WRMS	Function Based Problem Solving for Students with Repeated Behavior Problems	NJDOE	November 2, 2016; November 16, 2016, November 30, 2016	\$53.58
Brian Atkins/ Brookside	Create PARCC-Like Assessments	NJPSA/FEA	December 13, 2016	\$37.50
Jeffrey Bradbury/ District	TECHSPO 2017	NJASA	January 26-27, 2017	\$748.86
Frank Connelly/ Jr./Sr.High	TECHSPO 2017	NJASA	January 26-27, 2017	\$810.97
Raymond Gonzalez Superintendent	TECHSPO 2017	NJASA	January 26-27, 2017	\$748.86
Christine Internicola/ District	Affirmative Action Officer Certification Program	NJPSA	January 18-20, 2017	\$510.35
Donna Kahn/ Jr./Sr. High	Northeast Conference on the Teaching of Foreign Languages	NECTFL	February 10, 2017	\$198.50
Michael Kenduck/ District	Northeast Conference on the Teaching of Foreign Languages	NECTFL	February 10, 2017	\$245.00
Julie Kot/ Board Office	NJASBO Professional Development	NJASBO	December 13, 2016; January 19, 2017, April 25, 2017	\$295.00
Julie Kot/ Board Office	NJASBO courses for Business Administrator certification	NJASBO	November 19, 2016; January 28, 2017, February 4, 11 & 25, 2017	\$150.00
Julie Kot/ Board Office	NJASBO School Finance Course	NJASBO	October 15, 22, 29, 2016 November 5, 12, 2016	\$150.00
Maggie Kristofick/ Washington	NJ Science Teachers Convention	NJSTA	October 26, 2016	\$40.46
Jennifer Lifrieri/ Jr./Sr. High	Northeast Conference on the Teaching of Foreign Languages	NECTFL	February 10, 2017	\$198.50

Sheila Lichtstein/CST	NJASP Winter Conference	NJ Association of School Psychologists	December 9, 2016	\$156.97
Theodora Patusco/WRMS	Function Based Problem Solving for Students with Repeated Behavior Problems	NJDOE	November 2, 2016; November 16, 2016, November 30, 2016	\$34.59
Michael Rightmire/District	Are You Future Ready?	NJSBA	October 6, 2016	\$115.82
Michael Rightmire/District	TECHSPO 2017	NJASA	January 26-27, 2017	\$748.86
Angela Robinson/CST	NJASP Winter Conference	NJ Association of School Psychologists	December 9, 2016	\$211.97
Jacob Ziegler/WRMS	Function Based Problem Solving for Students with Repeated Behavior Problems	NJDOE	November 2, 2016; November 16, 2016, November 30, 2016	\$34.59
Suzanne Ziegler/WRMS	Function Based Problem Solving for Students with Repeated Behavior Problems	NJDOE	November 2, 2016; November 16, 2016, November 30, 2016	\$34.59

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

Teacher(s)	Grade(s)	School	Date	Purpose	Destination	Out-of-pocket student cost
Michael Kenduck/District	9-12	Jr/Sr High	March 22, 2017	9/11 Memorial and Museum	New York, NY	0 - to be paid in full with NCLB Title III Immigrant Funds

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

22. Old Business

23. New Business

- o Discussion of relocation of maintenance garage

24. **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.