

Westfield Board of Education
Westfield, New Jersey
Office of the Secretary

MINUTES – Board Meeting
October 3, 2017

Ms. Ohlig opened the meeting at 7:30 p.m. and read the following statement:

September 28, 2017

Notice is hereby given of the Regular Meeting of the Board of Education of the Town of Westfield, in the County of Union, New Jersey, at 7:30 p.m. on the evening of Tuesday October 3, 2017, in the Board Room of the Administration Building, 302 Elm Street, Westfield, New Jersey. The purpose of the meeting is to transact the regular business of the Board and to transact any other business to come properly before the Board.

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Westfield School Board on Thursday, September 28, 2017, caused to be posted at the Office of the Board of Education located at 302 Elm Street, Westfield, New Jersey, and delivered to The Westfield Leader, The Star-Ledger, the Westfield Library, Town Clerk of Westfield, TAP into Westfield and Patch.com, a meeting notice setting forth the time, date and location of this meeting.

Mrs. Sullivan called the roll with the following members present:

Mr. Bielen, Mr. Friedman, Mr. Langhart,
Ms. Ohlig, Mrs. Root
Absent: Mr. Galligan, Mr. Garrison, Mrs. Oster, Mr. Ostroff

Also Present: Dr. Margaret Dolan, Superintendent
Mrs. Dana Sullivan, Business Administrator/Board Secretary
Mrs. Barbara B. Ball, Human Resources Specialist
Dr. Michael Weissman, Assistant Superintendent of Pupil Personnel Services
Mr. Paul Pineiro, Assistant Superintendent of Curriculum and Instruction

Mr. Galligan arrived at 7:35 p.m.
Mr. Garrison arrived at 7:37 p.m.

- **FLAG SALUTE**

The flag salute was led by Mr. Bielen.

- **ANNOUNCEMENTS**

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- **RECOGNIZE PUBLIC** for agenda items only

Ms. Ohlig recognized the public on agenda items only. There were none.

- **SUPERINTENDENT'S REPORT**

REPORT ON TESTING

Paul Pineiro, Assistant Superintendent of Curriculum, Instruction and Program, presented a Report on Testing Results. Mr. Pineiro reported that Westfield Public School students performed at a very high level in the 2016-2017 school year.

- Westfield High School students' SAT and ACT scores were well above the state and nation. In addition, 46 perfect ACT and 26 top SAT scores were achieved by WHS students.
- Advanced Placement tests were significantly higher than both state and global scores.
- In 2017, PARCC results in English Language Arts and Math exceeded NJ comparisons as well as those averages of other PARCC states.
- It is very important for parents to be aware of the new Graduation Assessment Requirements in the State of New Jersey. They are posted on the Parent Resources for PARCC page of the district website. The high school graduating classes of 2018, 2019, 2020, and 2021 each have different pathways for graduation. Current freshmen and sophomores have a much different criteria for graduation than 11th graders, for example. Please pay special attention to this information.
- At the elementary and intermediate school level, 2017 was the last year that NJASK was in place as a New Jersey state test. In the spring of last year, NJASK Science was administered to 4th and 8th graders. Once again, Westfield students outperformed their peers and the state average.
- In 2018, mandatory PARCC testing will be administered in grades, 3, 4, 5, 6, 7, 8, 9, 10, and 11 in English Language Arts and Math. The testing dates will be determined by each school sometime within the window of April 16 – May 25, 2018, and parents will be notified by the school's principal.
- The NJDOE assessment for Grade 5 Science (replacing Grade 4 Science) and Grade 8 Science will be based on new science standards, which the district has implemented within our curriculum. The window of dates has not been released yet by the state.
- The NJDOE assessment for Grade 11 Science replaces the Biology I end-of-course assessment and will be a comprehensive Science test. No further details have been released yet from the State.

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STATE MANDATES – Annual Week of Respect, VVSA, HIB

Week of Respect

October 2 – 6, 2017, is being observed as the Week of Respect in public schools throughout New Jersey. Westfield provides guidance, programs and training throughout the year to emphasize the importance of respect for self, for others, and for the community. It is a vital part of the culture of all of Westfield's schools and important in the education of our students. Teachers in every subject area are infusing the meaning of respect into their lessons.

Violence, Vandalism and Substance Abuse Report

The New Jersey DOE requires a report twice a year on Violence, Vandalism and Substance Abuse as well as Harassment, Intimidation and Bullying (HIB). Also required are very specific numbers based on definitions that are consistent for all public schools in New Jersey. The district's most recent report coincides with the upcoming School Violence Awareness Week, which is observed October 16 – 20. During the period of January 1, 2017 and June 30, 2017, the district reported incidents in the following categories: 7 violence, 1 vandalism, 2 substance abuse, and 1 weapon related. Ten students received short-term suspensions and police were notified twice.

Harassment, Intimidation and Bullying (HIB)

Six confirmed cases of HIB were reported. Each school has one or more anti-bullying specialist, and there is a district anti-bullying coordinator appointed each year. The schools list their specialists and coordinator on their web sites. The district undergoes a great deal of training in the anti-bullying process, and continues their efforts in this important area, including a review of the Code of Conduct and the Anti-Bullying Bill of Rights within our schools. The Westfield Board of Education encourages students to be an "up stander" and, as mentioned earlier, to respect themselves and others.

• **MINUTES**

Upon motion of Ms. Ohlig, seconded by Mr. Galligan, it was moved to approve Minutes of the Board Meeting held on September 19, 2017, and Private Minutes of September 19, 2017. The motion passed with a vote of 5-0, with 2 abstentions.

• **PERSONNEL**

The following items relative to personnel are recommended to the Board of Education by the Superintendent of Schools in accordance with Policy 3125 and state guidelines, pending school employee criminal history review.

Upon motion of Mr. Friedman, seconded by Mr. Langhart, it was moved to approve the following Personnel motions:

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Accept with regret, the retirement of staff with her last day of employment being, as follows:

Lorre Korecky Office of School and Community Relations 1/31/18

Accept the resignation of staff, with her last day of employment being, as follows:

Julia Yanovich Franklin School – Paraprofessional/Lunch Aide 10/14/17

Approve disability, family and child rearing leave for Lauren Conroy, Westfield High School World Languages teacher, beginning 1/2/18 through 6/30/18 (medical benefits in accordance with the WEA agreement).

Approve disability, family and child rearing leave for Jamie DeNicola, Jefferson School Third Grade teacher, beginning 2/12/18 through 6/30/18 (medical benefits in accordance with the WEA agreement).

Approve disability, family and child rearing leave for Kelly Feeley, Franklin School Fifth Grade teacher, beginning 10/16/17 through 2/9/18 (medical benefits in accordance with the WEA agreement).

Approve disability, family and child rearing leave for Erin McKeon, Westfield High School English teacher, beginning 2/5/18 through 6/30/18 (medical benefits in accordance with the WEA agreement).

Approve disability, family and child rearing leave for Lisa Solomon, Tamaques School Resource Center teacher, beginning 1/2/18 through 4/18/18 (medical benefits in accordance with the WEA agreement).

Approve intermittent unpaid family leave for Nicole Scimone, Westfield High School English teacher, for up to fifteen (15) days.

Approve the following Special Education teacher for the Wilson Reading Tutoring Program for the 2017-2018 school year. She will be paid at the Board approved rate of \$55 per hour.

Jennifer Fallone

Approve appointment of the following teachers for Saturday Detention Supervision for the 2017-2018 school year. They will be paid \$25 per hour per assignment.

Westfield High School
Kathleen Cicalese
Ellen Frederick

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Approve appointment of the following paraprofessionals to work during their probationary period 10/4/17 through 12/4/17, (pending State and District required clearances).

Susan Covert (replacing Sirmans, resigned)	Westfield High School Half-time, classroom assigned \$ 8,728 (includes education stipend)
Katiuska Lisi	Roosevelt Intermediate School Half-time, student assigned \$ 8,728 (includes education stipend)
Mary McDonald	Washington School Half-time, student assigned \$ 8,078
Jeffrey Wade	Roosevelt Intermediate School Half-time, student assigned \$ 8,728 (includes education stipend)

Approve appointment of Wilmer Martinez, (replacing Forbes, resigned) Washington School part-time hourly custodian, effective 10/4/17. He will be paid at a rate of \$17.14 per hour (no benefits or paid holidays).

Approve the following staff members as Lunch Supervisors for the 2017-2018 school year. They will be paid per WEA agreement.

Lincoln School
Kathryn Obiedzinski

Tamaques School
Rachel Rubin

Wilson School
Tracey Carlesimo
Michael Loeser

Approve the following additional Lunch Aide for the 2017-2018 school year, pending State and District required clearances. Lunch aides will be paid at the Board approved rate of \$13.50 per hour, including attendance at an orientation meeting. As per the WISSA Agreement, paraprofessionals performing lunch duty will be paid at their hourly rate.

Washington School
Mary McDonald

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Approve the following additional Lunch Aide for the 2017-2018 school year. Lunch aides will be paid at the Board approved rate of \$13.50 per hour, including attendance at an orientation meeting. As per the WISSA Agreement, paraprofessionals performing lunch duty will be paid at their hourly rate.

Wilson School

Meghan Ince

Approve additional substitutes for the 2017-2018 school year, as attached.

ATTACHMENT #1

Approve the following teaching staff to work as part of the Westfield United Fund Tutoring Program in the elementary schools for the 2017-2018 school year. They will be paid \$55 per hour. Funds will be provided by the Westfield United Fund.

Franklin School

Katherine Dibble
Julianne Doto
Randi Goodstein
Robin Pfeffer

Washington School

Elisa Borja
Matthew Cognetti
Jeanne Roughley

Jefferson School

Caitlin Ferraro (sub)
Maureen Ferraro
Joanne Ryan

Wilson School

Scarlett O'Neill
Lisa Quackenbush

Tamaques School

Sharon Contreras
Monica Gundrum
Mary Montes
Jenna Rizzi
Rachel Rubin
Lisa Solomon (sub)
Gayle Turi
Jennifer Ullrich (sub)

Approve the following paraprofessionals to work as part of the Westfield United Fund Tutoring Program in the elementary schools for the 2017-2018 school year. They will be paid \$25 per hour. Funds will be provided by the Westfield United Fund.

Washington School

Janai Hearn
Christine Lauer
Elaine Roff

Approve appointment of the following student for videotaping Board of Education Meetings for the 2017-2018 school year. He will be paid at the rate of \$12.50 per hour.

Anthony Merlo

Westfield High School

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Approve the following coaching volunteers for the 2017-2018 school year:

John Macaluso	Ice Hockey
Alan Rabinowitz	Bowling
Marcie Williams	Girls Soccer

Approve the following co-curricular assignment for the 2017-2018 school year, effective October through June.

2nd Jazz Band/Westfield High School Trevor Sindorf \$2,702

Approve extension of change in salary for John DiOrio, Scale III (10 ½ month) Secretary at Jefferson School, for performing the duties of Head Secretary, effective 9/25/17 through 1/2/18. His annual salary will continue at \$42,408 including education stipend, Scale V (12 month).

Approve compensation to Susan Sullivan, substitute nurse, for working four overnight periods and one day during Band Camp from 8/27/17 through 8/31/17. She will be paid at the Board approved rates.

<u>Overnight</u>		<u>Day</u>	
8/27 – 8/28/17	\$200	8/31/17	\$150
8/28 – 8/29/17	\$200		
8/29 – 8/30/17	\$200		
8/30 – 8/31/17	\$200		

Approve compensation for the following nurses for processing athletic sports physicals and preparation for Band Camp during the summer months. They will be paid at their 2017-2018 daily rate for a combined total of 21 days.

Robert Ripper
Carole Stavitski

Approve compensation to the following Edison Intermediate School paraprofessionals, for working AM bus duty to meet student needs, effective 9/6/17 through 6/30/18. They will be paid at their hourly rate.

Rebecca Lugara
Marie Pennella
Nancy Smith

Approve compensation to Patricia Mader-Karan, supplemental nurse at Westfield High School for performing lunch duty to meet the needs of her student. She will be compensated at her hourly rate for the 2017-2018 school year, effective 9/6/17 through 6/30/18.

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Approve compensation to the following full-time paraprofessional at Westfield High School for working an additional hour (9-period day) on school days in order to meet student needs. She will be paid at her hourly rate.

Effective 9/28/17 through 6/30/18
Irene Dougert

Approve compensation to the following 2017-2018 Professional Development Instructor. She will be paid based on the professional development rate of \$35 per hour.

<u>Name</u>	<u>Hours</u>	<u>Total</u>
Jeanine Gottko	54	\$1,890

Approve appointment of Jennifer Perkel, (replacing Gant, on leave) Edison Intermediate School Instrumental Music teacher, effective 9/29/17 through 4/18/18. She will be paid a salary based on an annual rate of \$77,767 (non-tenure track).

ROLL CALL: Yes: Mr. Bielen, Mr. Friedman, Mr. Galligan,
 Mr. Garrison, Mr. Langhart, Ms. Ohlig,
 Mrs. Root
 Absent: Mrs. Oster, Mr. Ostroff

• **FACILITIES**

Facilities Chair Brendan Galligan reported that renovations are well underway in the auditoriums of Roosevelt and Edison Intermediate Schools. The fall productions at those schools will be held at Westfield High School. The renovations at Kehler Stadium are in the early planning stages and will be discussed in more detail at the October 17 Board of Education meeting. Business Administrator Dana Sullivan stated that the solar panels have been operational since September and already are generating savings in utility costs.

• **LONG RANGE PLANNING**

Chair of Long Range Planning, Mark Friedman, reported on the committee's recent discussion regarding the district's goal to review and evaluate full day kindergarten in Westfield. In NJ, although approximately 90% of the districts have a full day program, there is currently no state requirement to offer a full day program. Mr. Friedman remarked that in Westfield, we are very lucky that a number of private organizations in town have filled the gap over the years.

As part of our obligation to the residents of our town, the Board and the Administration will evaluate how the current scenario is fulfilling our needs. Mr. Friedman noted that a recent demographer's report indicates that the population of school age children will not be declining. Once the Board and administration analyzes more information, the public will be a significant contributor to the process.

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Mr. Friedman indicated that if it was to be offered, there are many challenges in implementing full day kindergarten in Westfield. First and foremost is space. It is estimated that the district would need approximately 14 new classrooms to support the number of students. The district would have to address the costs and logistics of creating this space since the schools are at or very near capacity. The district would have to consider the impact of the incremental cost of additional teachers and ongoing annual costs of instruction, and how it would impact the annual budget. Mr. Friedman, who is also Chair of the Board's Finance Committee, indicated that the incremental costs could be in the range of \$3 million annually.

The Board of Education would also consider the effect on Westfield organizations that are currently filling the void.

The Board's Long Range Planning committee and Dr. Dolan will be meeting in this ongoing evaluation process. Dr. Dolan agreed with Mr. Friedman that it would be a major undertaking in which we are fully committed to fully vetting the options and reporting back to the public.

- **POLICIES**
- **CURRICULUM, INSTRUCTION & PROGRAMS**
- **FINANCE**

Upon motion of Mr. Friedman, seconded by Mr. Garrison, it was moved to approve the following Finance motions:

Approve Change Order #1 for a decrease to the single overall contract for gym ceiling replacement at Westfield High School with Salazar & Associates, Inc., Union, NJ, in the amount of \$5,000.

Approve transfer from the capital reserve account to fund the following project:

Replace hot water boiler – McKinley School	\$32,057
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Approve the revised salaries listed below to be funded by 2018 FY ESEA Title IA Funds:

Susanne Bonhote	\$44,158 (45%)
Nancy Rygiel	\$10,899 (13%)
Diana Simoes	\$34,609 (45%)

Approve reimbursement to the parent of student 2012036 for gas and tolls to transport student to out-of-district placement in Morganville, NJ for 1 day.

Gas - \$30.55
Tolls - \$ 5.00

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Approve the following Resolution for Professional Services related to Special Education:

WHEREAS, there exists a need for professional services in the specific area(s) of Special Education, for the 2017-2018 school year, and

WHEREAS, funds are available for this purpose, and

WHEREAS, the Public School Contracts Law (NJSA 18A:18A-1 et seq.) permits the award of contracts without competitive bids for professional services that require licensing and are regulated by law, and

WHEREAS, the Public School Contracts Law requires that the Board of Education adopt a resolution awarding such contracts at a public meeting.

Speak to Play LLC	Speech Services	\$100 per hour
420 Kimball Avenue		
Westfield, NJ		
NOT TO EXCEED \$75,000		

Approve in accordance with Policy 6471, Travel Expenses for Board Members, Administrators and Teachers, travel request, as per attached. ADMINISTRATIVE MEMO#1

Accept a gift of \$857 from Westfield Coalition for the Arts to purchase a Wenger Cello Rack for the Westfield High School Orchestra Department.

Accept a gift of a York Artist Double French Horn and case, valued at \$400, from Ms. Renate Bieber to Franklin School to be used by the Franklin School Music Department.

Accept a gift of \$734.92 from the Franklin School PTO to purchase Smartboard projector bulbs.

ROLL CALL: Yes: Mr. Bielen, Mr. Friedman, Mr. Galligan,
 Mr. Garrison, Mr. Langhart, Ms. Ohlig,
 Mrs. Root
 Absent: Mrs. Oster, Mrs. Ostroff

- **LEGISLATION**
- **TECHNOLOGY**

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• **NOTES FOR THE RECORD**

--The start dates of the paraprofessionals listed below were changed as follows:

9/18/17

Janet Carbonaro

Tamaques School

Barbara Devereaux

Edison Intermediate School

9/25/17

Jeanne Albanese

Tamaques School

--The start dates of the lunch aides listed below were changed as follows:

9/18/17

Gina Wade

Franklin School

9/25/17

Constance Shipkowski

Jefferson School

--Suspension of students as follows:

Wi-1801

September 28, 2017

W-1802

September 28, 29 & October 2, 2017

--Termination of placement of student 2010093 from Pennington School, Pennington, NJ, effective 9/13/17.

--Termination of placement of student VT18-11 from Union County Vo-Tech School, Scotch Plains, NJ, effective 9/18/17.

--Termination of placement of students M18-26 and M18-72 from Union County Vo-Tech – Magnet Program, Scotch Plains, NJ, effective 9/18/17.

--Termination of placement of student 2014043 from Chapel Hill Academy, Lincoln Park, NJ, effective 9/26/17.

• **UNFINISHED BUSINESS**

• **NEW BUSINESS**

• **LIAISON REPORTS**

Mr. Garrison reported on the meeting of the Garden State Coalition of Schools in which representatives from both gubernatorial candidates addressed those in attendance. Mr. Garrison also was present at the New Jersey School Boards Association meeting in which the topic of better communications was discussed. At the Wilson PTO meeting, parents acknowledged the improvements at the school made over the summer by the district.

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As liaison to the Special Education Parents Committee, Mrs. Root reported that at the first meeting of the year, many members of the Special Education staff were present, including Assistant Superintendent, Michael Weissman, K-12 Supervisor Special Ed, Andrea Lo, and district caseworkers. Parents took the opportunity to ask questions and informative discussions ensued. Mrs. Root also attended the Parent Teacher Council (PTC) meeting, at which School Resource Officer Elizabeth Savnik described her role in the district and her willingness to talk to students and parent groups.

- **RECOGNIZE PUBLIC**

Ms. Ohlig recognized the public for questions and/or comments. There was none.

- **PRIVATE SESSION**

At 8:28 p.m., upon motion of Ms. Ohlig, and seconded by Mr. Galligan and approved by a vote of 7-0, moved to approve the following resolution:

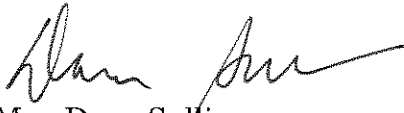
RESOLVED, that the Board of Education move into Private Session for the purpose of discussing matters rendered confidential by state and federal law, contract negotiations and Harassment, Intimidation and Bullying incidents and be it further.

RESOLVED, that any discussion held by the Board which need not remain confidential and the results of the discussion will be made public as soon as practicable.

- **ADJOURNMENT**

At 9:25 p.m., Mr. Friedman moved to adjourn the meeting, seconded by Mr. Langhart. The motion passed by a vote of 6-0.

Respectfully submitted,



Mrs. Dana Sullivan
Board Secretary