

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

**MINUTES – Board Meeting**  
**May 9, 2017**

Ms. Ohlig opened the meeting at 7:03 p.m. and read the following statement:

May 4, 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 7:00 p.m. on the evening of Tuesday May 9, 2017, at Franklin Elementary School, 700 Prospect 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, May 4, 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. Langhart, Ms. Ohlig,  
Mr. Ostroff, Mrs. Root

Absent: Mr. Friedman, Mr. Galligan, Mr. Garrison, 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 7:05 p.m.

Mr. Ostroff arrived at 7:18 p.m.

- **FLAG SALUTE**

The flag salute was led by Mr. Langhart.

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• ANNOUNCEMENTS

RESOLUTION TO PHILHOWER FELLOWSHIP AWARD RECIPIENT

The Board of Education meeting was held at Franklin Elementary School's auditorium, where we recognized the 2017 recipient of the Westfield Rotary Club's Philhower Fellowship, Penny O'Donnell, 3<sup>rd</sup> grade teacher at Franklin. Mrs. O'Donnell received this significant honor bestowed on her by the Rotary based on glowing letters of nomination from parents, colleagues and students. She was presented with a resolution by Board Vice President Peggy Oster who commended Mrs. O'Donnell for her creative energy, inspiration, dedication and commitment to the children and families of Westfield, particularly by instilling confidence in her students and making each one feel special. Congratulatory remarks also were made by Principal Dr. Eileen Cambria, parents, and students who provided many reasons why Mrs. O'Donnell is so deserving of the award. Mrs. O'Donnell, who began her career as a teacher here in 2000, thanked her family, colleagues, and her students for their continued support. To her students she said, "You are the best part of being a teacher." She concluded by saying: "Our students are the future, and what better job than to help them pave a path."

Resolution by the Board of Education of Westfield, New Jersey to  
Penny O'Donnell

Rotary Club of Westfield 2017 Philhower Fellow

Whereas Charles Philhower distinguished himself as an outstanding educator during 30 years of service as Westfield's Superintendent of Schools from 1917 to 1949, helping establish Westfield as a premier school district in the state of New Jersey; and

Whereas the Rotary Club of Westfield has established a fellowship in memory of Charles Philhower, co-founder and past president of the Rotary Club; and

Whereas this memorial is a fitting tribute to the importance of teaching in the elementary grades and the nobility of the teaching profession; and

Whereas Penny O'Donnell, a third grade teacher at Franklin Elementary School, who has been serving Westfield elementary students since 2000, has been awarded the 25th annual Philhower Fellowship for

- outstanding teaching
- interest in children, and
- continued pursuit of professional growth; and

Whereas Penny O'Donnell is commended for her excellent teaching strategies and for her creative energy, inspiration, dedication and commitment to the children and families of Westfield; particularly by instilling confidence in her students and making each one feel special;

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Now, Therefore, Be It Resolved that this Board of Education publicly express appreciation to the Rotary Club for establishing this award; and

That this Board of Education sincerely congratulates Penny O'Donnell for being named the 2017 Charles Philhower Fellow, a significant honor and a notable accomplishment; and

That this resolution be presented to Penny O'Donnell on May 9, 2017; and

That a copy of this formal resolution becomes a part of the permanent records of this Board of Education.

\_\_\_\_\_  
Board of Education President



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Superintendent of Schools

- **RECOGNIZE PUBLIC** for

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

- **MINUTES**

Upon motion of Ms. Ohlig, seconded by Mrs. Root, it was moved to approve Minutes of the Board Meeting held on April 25, 2017, and Private Minutes of April 25, 2017. The motion passed with a vote of 7-0.

- **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 Ms. Ohlig, seconded by Mrs. Root, it was moved to approve the following Personnel motions:

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

Laura Doyle	Roosevelt Intermediate School – Industrial Arts	6/30/17
Christopher Flores	Westfield High School – Athletic Trainer	6/30/17
Bruna Gomez	Franklin School – Fifth Grade	6/30/17
Amy Tierney	McKinley School – Third Grade	6/30/17

Approve disability, family and child rearing leave for Devon Cunningham, Franklin School Fourth Grade teacher, beginning 9/1/17 through 6/30/18 (medical benefits in accordance with the WEA agreement).

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Approve an unpaid medical leave for Employee #6713, with a continuation of her salary minus the cost of a substitute, effective 6/6/17 through 6/30/17 (with medical benefits).

Approve an extension of unpaid child rearing leave for Kara Hart, Edison Intermediate School Language Arts teacher, through 6/30/18 (medical benefits in accordance with the WEA agreement).

Approve an extension of unpaid medical leave for Joseph Hahn, McKinley School Head Custodian, effective 5/2/17 through 6/9/17.

Approve the appointment of Jason DePope, (replacing Gant, on leave) Edison Intermediate School Music teacher, effective 9/29/17 through 4/9/18. He will be paid a salary based on an annual rate of \$65,799\* (non-tenure track). \*Salary to be adjusted in accordance with the agreement between the Board of Education and WEA.

Approve appointment of Mabel Huynh, (replacing Nelson, transferred) Westfield High School Assistant Principal, for the 2017-2018 school year, effective 7/1/17. She will be paid \$107,500 for this assignment.

Approve appointment of the following Tenured and Non-Tenured Administrators for the 2017-2018 school year as per attached. ADMINISTRATIVE MEMO #1

Approve appointment of the following teaching staff for the 2017-2018 school year. \*Salary to be adjusted in accordance with the agreement between the Board of Education and WEA.

Tracey Carlesimo (new position) (tenure track)	Wilson School Behavioral Disability Class \$73,753*
Patricia Clark (replacing Moore, on leave) (non-tenure track)	Westfield High School Special Education \$80,917*
Cathleen Cronin (replacing Grant, retired) (tenure track)	Westfield High School Social Studies \$62,960*
Matthew Gironda (replacing Cranga, resigned) (tenure track)	Westfield High School Mathematics \$78,414*
Jennifer Haughney (replacing Achillarre, transfer) (tenure track)	Franklin School First Grade \$65,090*
Nicole Roth (replacing D'Amico, on leave) (non-tenure track)	Washington School Art – 4/5 \$57,099*

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Michelle Suchy  
(replacing Cohen, retired)  
(tenure track)

Roosevelt Intermediate School  
Art  
\$67,720\*

Approve appointment of Antonio Cuccaro as Custodial Staff Coordinator for the 2017-2018 school year, effective 7/1/17. He will be paid \$2,000 for this assignment.

Approve the appointment of Sean Bonasera, Edison Intermediate School, as STEM Summer Camp Coordinator from 5/10/17 through 8/1/17 (not to exceed 40 hours). He will be paid at the rate of \$35 per hour. Funds are provided by camp tuition.

Approve appointment of Joanne Ryan, Jefferson School, Extended School Year Supervisor for the 2017-2018 school year, effective 5/10/17 through 8/10/17. She will be paid \$7,000 for this assignment.

Approve appointment of Kara Shields, Westfield High School, Extended School Year Secondary Coordinator for the 2017-2018 school year, effective 5/10/17 through 8/10/17. She will be paid \$2,200 for this assignment.

Approve appointment of Marybeth Harte Harris as Supplemental Health Services Nurse, for Franklin School and Westfield High School for 2017-2018 school year, effective 9/1/17. She will be paid \$35 per hour (19 hours per week).

Approve the following staff to work the Title I Summer Reading Program for the 2017-2018 school year, 8/21-8/24, and 8/28-8/31, 2017 from 9:00 a.m. to 11:30 a.m. They will be paid \$35 per hour. Funds are provided from the Title I Program.

McKinley School  
Susanne Bonhote  
Dana Passananti  
Jennifer Ullrich

Tamaques School  
Julia Korn  
Mary Montes  
Diana Simoes

Approve the following additional substitutes for the 2016-2017 school year.

Teacher  
Gillian D'Ambrosio  
Lawrence Rothweiler  
Brian Trusdell

Lunch Aide  
Kimberly Polito

Approve Paraprofessionals' salaries for the 2017-2018 school year, effective 9/1/17 through 6/30/18, as attached. (Reduction in force list can be obtained in the Office of Human Resources.) ADMINISTRATIVE MEMO #3

Approve increment changes in Paraprofessional longevity awards for the 2017-2018 school year as attached, effective 9/1/17. ATTACHMENT #1

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Approve appointment of the following paraprofessionals for the 2016-2017 school year, who have successfully completed their probationary period.

Effective 4/27/17

Maureen Holland

Effective 5/1/17

Myriam Geocos

Christine Marotta

Approve the following co-curricular assignment for the 2016-2017 school year.

Alan Van Antwerp	RIS Set Designer Spring Musical	\$1,597
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Approve the following change of assignments. \*Salary to be adjusted in accordance with the agreement between the Board of Education and WEA.

	<u>From</u> <u>2016-2017</u>	<u>To</u> <u>2017-2018</u>
Joelle Achillarre	First Grade – Full time Franklin School \$73,104 Tenure track	Achieve - 2/5 Lincoln School \$29,241.60* Tenure track
Justyna Bates	French – Full time Roosevelt Intermediate School \$75,368 Tenure track	French – 3/5 Roosevelt Intermediate School \$45,221* Tenure track
Tracy Ciotti	Art – Full time Jefferson School \$76,227 Tenure track	Art – 4/5 Jefferson School \$60,982* Tenure track
Elizabeth Delasandro	Mathematics – Full time Edison Intermediate School \$84,210 (incl. longevity) Tenure track	Mathematics – Full time Westfield High School \$84,210* (incl. longevity) Tenure track
Adam Gerckens	Mathematics – Full time Westfield High School \$71,875 Tenure track	Mathematics – Full time Roosevelt Intermediate School \$71,875* Tenure track
Amy Hynes	Art- 4/5 Lincoln School \$57,099 Tenure track	Art – Full time Jefferson/Lincoln Schools \$71,374* Tenure track

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	<u>From</u>	<u>To</u>
Kathleen E. McCarthy	<u>2016-2017</u> Special Education – 4/5 Franklin School \$54,315 Tenure track	<u>2017-2018</u> Grade 2 – Full time Franklin School \$67,894* Tenure track
Marisa Minogue	Instrumental Music- Full time Washington/RIS Schools \$67,219 Tenure track	Instrumental Music Full time Tamaques/ Washington Schools \$67,219* Tenure track
Jacqueline Pardon	Speech – Full time Lincoln School \$89,365 Tenure track	Speech – 3/5 Lincoln School \$53,619* Tenure track
Ricardo Roig	Art – Full time Franklin/McKinley Schools \$68,604 Tenure track	Art – 1/5 Franklin School \$13,721* Tenure track
Edward Ruggieri	Art – Full time Westfield High School \$77,835 Tenure track	Art – Full time Edison Intermediate School \$77,835* Tenure track

Approve the following change in assignment for the Franklin School Literacy Coach for the 2016-2017 school year.

<u>From</u>	<u>To</u>
Joelle Achillare 9/1/16-6/30/17 \$1,750	Joelle Achillare 9/1/16 -2/24/17 \$1,050
And	And
Kelly Feeley 9/1/16-6/30/17 \$1,750	Kelly Feeley 9/1/16-6/30/17 \$2,450

Approve change in assignment for the 2017-2018 school year for the following custodian, effective 7/1/17.

	<u>From</u>	<u>To</u>
Mario Saravia	Washington School Custodian \$44,065 (includes odd shift differential)	Washington School Head Custodian (replacing Domenico DiDario, retired) \$44,990

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Approve change in assignment for the 2017-2018 school year for the following paraprofessionals, effective 9/1/17.

	<u>From</u>	<u>To</u>
Janai Hearn	2016-2017 Washington School Full-time, student assigned \$17,345 (includes ed. stipend)	2017-2018 Washington School Half-time, student assigned \$ 9,175 (includes ed. stipend)
	<u>From</u>	<u>To</u>
Christine Lauer	2016-2017 Washington School Full-time, student assigned \$16,995 (includes ed. stipend)	2017-2018 Washington School Half-time, student assigned \$ 8,825 (includes ed. stipend)

Approve salary adjustment for Mario Saravia, Custodian at Washington School, for assuming the duties of Head Custodian at Washington School during Domenico DiDario's absence, effective 5/23/17 through 6/30/17.

<u>From</u>	<u>To</u>
\$42,797 (incl. odd shift differential)	\$43,723

Approve salary adjustment for Giuseppe DeCristofaro, Custodian at McKinley School, for continuation of Head Custodian duties at McKinley School during absence of employee #7438, effective 5/1/17 through 6/9/17.

<u>From</u>	<u>To</u>
\$53,156 (incl. odd shift differential)	\$55,982

Approve compensation to the following staff members who worked at winter home athletic events, as attached. ATTACHMENT #2

Approve changes to Paraprofessional education stipends for the 2017-2018 school year as follows, effective 9/1/17.

	<u>From</u>	<u>To</u>
Kurt Falk	Associate's degree - \$400	Associate's degree - \$400 Sub. Teacher cert. - \$350
Jennifer Sirmans	Bachelor's degree - \$650 Sub. Teacher cert. - \$350	Bachelor's degree - \$650 NJ Teacher cert. - \$750

Approve compensation to the following staff member for administering assessments for the Gifted Program. She will be paid at the Board approved rate of \$125 per assessment as follows:

<u>Name</u>	<u>Tests</u>	<u>Amount</u>
Silvia Sasso	3	\$375



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Approve compensation to the following 2016-2017 Professional Development Instructor. She will be paid at the Board approved rate of \$35 per hour.

<u>Name</u>	<u>Hours</u>	<u>Amount</u>
Jeanine Gottko	8	\$280

Approve the following adjustment in salary for Gymnastics Head Coach (shared) for the 2017-2018 school year. \*Salary to be adjusted in accordance with the agreement between the Board of Education and WEA.

	<u>From</u>	<u>To</u>
Amanda Diaz	\$4,821.50*	\$5,606.00*
Laurie McCormack	\$5,023.00*	\$4,018.00*

Approve compensation to Lucy Arbes, Scale III (10 ½ month) Secretary at Tamaques School, for continuing the duties of Head Secretary, effective 8/15/17 through 9/5/17. Her salary will go from \$34,934 to \$45,688 including longevity stipend, Scale V (12 month) on the salary guide.

Approve compensation to Dawn Browning, substitute teacher, for proctoring mid-term exams, as follows. She will be paid at her hourly rate.

<u>Date</u>	<u>Time</u>
4/24/17	2 hours
4/25/17	2 hours

Approve compensation to the following paraprofessionals for working beyond contracted hours in order to provide supervision during PARC testing. They will be paid at their hourly rate.

Elizabeth Lally	11.25 hours
Theresa Martins	13.5 hours

Approve appointment of Mary Asfendis, (replacing Carey, retired) Roosevelt Intermediate School Principal, for the 2017-2018 school year, effective 7/1/17. She will be paid a salary based on an annual rate of \$142,000 (tenure track).

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

Upon motion of Ms. Ohlig, seconded by Mrs. Root, it was moved to approve the following Personnel motion:

Approve appointment of the following Tenured and Non-Tenured Teaching Staff for the 2017-2018 school year as attached. (Reduction in force list can be obtained in the Office of Human Resources.) ADMINISTRATIVE MEMO #2

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

- **FACILITIES**
- **LONG RANGE PLANNING**
- **POLICIES**

Upon motion of Mr. Langhart, seconded by Mr. Galligan, it was moved to approve the following Policy motion:

The Board affirms the Superintendent's decision on HIB incidents 17HS06, 17HS07, 17E13 and 17E14 for the reasons set forth therein.

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

- **CURRICULUM, INSTRUCTION & PROGRAMS**

Upon motion of Ms. Ohlig, seconded by Mr. Ostroff, it was moved to approve the following Curriculum motions:

Approve the following district field trips, as attached. ATTACHMENT #1

Approve for second reading the following curricula:

Physical Education

Physical Education, Grade 9  
Physical Education, Grade 10  
Physical Education, Grade 11  
Physical Education, Grade 12

Practical Arts

Wood Working I  
Wood Working II

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

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• FINANCE

Upon motion of Ms. Ohlig, seconded by Mr. Langhart, it was moved to approve the following Finance motions:

Approve and award contract for partial roof replacement at Wilson School to Integrity Roofing, in the amount of \$138,340.

Approve legal settlement agreement between the parents of student 280005 and the Westfield Board of Education. Per agreement reimbursement to the parents shall be made by the Board for the tuition and transportation services on or before 6/15/17 for the 2016-2017 school year contingent upon proof of payment by 5/10/17.

Reimbursement thereafter will be made monthly. The Board of Education will further reimburse the parents \$5,000 for cost associated with litigation contingent upon proof of payment. This shall be made by 6/15/17 upon receipt of proof of payment by 5/10/17.

Approve legal settlement agreement between the parents of student 1610018 and the Westfield Board of Education. The district will reimburse the parents \$10,000 on a monthly basis upon the district receiving proof of payment by the parents and attendance records for the period of October 2016– June 30, 2017.

Approve out-of-district placement for the following students:

<u>Student</u>	<u>School</u>	<u>Start Date</u>	<u>Tuition</u>
280005	Wardlaw Hartridge School Edison, NJ	9/8/16	Not to exceed \$25,000 - 2016-2017 Not to exceed \$29,000 - 2017-2018
1610018	New Haven Saratoga Springs, UT	10/2016	\$90,000

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

ADMINISTRATIVE MEMO #1

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

• LEGISLATION

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- **TECHNOLOGY**

Mrs. Oster reported that the Technology Committee's meeting on April 28 reflected on topics which had been presented to the entire Board on April 25. At that time, Master Technology teacher Jeanine Gottko discussed the SAMR (Substitution, Augmentation, Modification, Redefinition) framework incorporated in measuring the growth of technology as it enhances curriculum. In addition, further discussion took place regarding the phasing out of the district's website platform, Edline, which eventually is expected to be replaced by Schoolwires.

- **NOTES FOR THE RECORD**

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

5/1/17

Pamela Kelly – Franklin School

Andrea Scarola – Franklin School

--Suspension of student as follows:

W-1735      May 4, 5, & 8, 2017

- **UNFINISHED BUSINESS**

- **NEW BUSINESS**

- **LIAISON REPORTS**

Mrs. Root announced that the Special Education Parents Committee will be hosting a presentation on "Twice Exceptional" on Wednesday, May 17, at 7:30 p.m. in the Edison Intermediate School Library.

Mr. Bielen reported that at the Edison Intermediate School PTSO meeting, the officers announced that they would be bringing a proposal to the Board of Education Facilities Committee with the purpose of fundraising for air conditioning units, similar to the successful outreach by the Westfield High School PTSO.

- **RECOGNIZE PUBLIC**

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

- **PRIVATE SESSION**

At 8:26 p.m., upon motion of Ms. Ohlig, and seconded by Mrs. Root 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

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negotiations, and Harassment, Intimidations 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 8:51 p.m., Ms. Ohlig moved to adjourn the meeting, seconded by Mrs. Oster. The motion passed by a vote of 7-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Dana Sullivan', with a long horizontal flourish extending to the right.

Mrs. Dana Sullivan  
Board Secretary

