

WEST ORANGE BOARD OF EDUCATION
Public Board Meeting - 6:00 p.m. – July 23, 2012
WEST ORANGE HIGH SCHOOL
51 Conforti Avenue

FINAL AGENDA

- I. ROLL CALL OF THE MEMBERS AND PLEDGE OF ALLEGIANCE
- II. NOTICE OF MEETING:
Please take notice that adequate notice of this meeting has been provided in the following manner:
 - A. That a written notice was sent from the Office of the Secretary of the Board at 4:00 p.m. on May 22, 2012.
 - B. That said notice was sent by regular mail to the West Orange Township Clerk and the Editors of the West Orange Chronicle and the Star-Ledger.
 - C. That said notice was posted in the lobby of the Administration Building of the Board of Education.
- III. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF June 20 and 26, and July 5 and 18, 2012 (Att. #1)
- IV. SUPERINTENDENT’S AND/OR BOARD’S REPORTS
- V. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS
 - A. PERSONNEL
 - 1. Resignations
 - a.) Superintendent recommends approval of the following resignation(s):

Lauren Landara, Grade 1 Teacher, St. Cloud School, effective 6/20/12

Lindsay Quinn, Instructional Aide, Hazel School, effective 6/20/12

Tiffany Goodson, Guidance Counselor/SLC Director, WOHS, effective 9/1/12

2. Appointments

- a.) Superintendent recommends approval of the following appointment(s) at the appropriate contractual rates:**

Hayden Moore, Principal, WOHS, MA+32-7, \$150,017.20, effective 9/1/12 (replacement)

Jim Aquavia, Language Arts Supervisor, K-8, MA-10, \$119,752.39, effective 7/23/12 (additional)

Marc Lawrence, Social Studies Supervisor, 6-12, MA-5, \$98,244.46, effective 7/23/12 (additional)

Kellie McGrory, Resource Room Teacher, Gregory School, BA-1, \$48,000, effective 9/1/12 (additional)

Kristin Mindo, Resource Room Teacher, Redwood School, BA-1, \$48,000, effective 9/1/12 (additional)

Megan Walsh, Resource Room Teacher, Redwood School, MA-2, \$51,600, effective 9/1/12 (additional)

Nicole Eoon, Special Education Math Teacher, Roosevelt School, MA-1, \$51,256, effective 9/1/12 (additional)

Yanet Guevara, Bilingual Spanish Instructional Aide, Hazel School, MA-2, \$28,772, effective 9/4/12 (additional)

Mindy Harvat, Language Arts Teacher, WOHS, BA-4, \$51,000, effective 9/1/12 (additional)

Diana Carpenito, Resource Room Teacher, Washington School, BA-2, \$49,000, effective 9/1/12 (additional)

Lauren Gawron, Resource Room Teacher, Gregory School, BA-1, \$48,000, effective 9/1/12 (additional)

Marie Beauzil, .6 French Teacher, WOHS, .6 BA-1, \$28,800, effective 9/1/12 (additional)

Nicholas Dorey, Special Education Teacher (LLD K-1), Gregory School, maternity leave replacement, BA-1, \$240 per diem, effective 9/1/12-6/23/13 (replacement)

Michele Durante, Resource Room Teacher, Washington School, MA-1, \$51,256, effective 9/1/12 (replacement)

Michael Serino, Resource Room Aide, Redwood School, BA-3, \$27,309, effective 9/1/12 (replacement)

Michelle Castillo, Resource Room Aide, Redwood School, BA-1, \$26,140, effective 9/1/12 (replacement)

Michael Velez, Physical Education/Health Teacher, Hazel School, BA-5, \$52,000, effective 9/1/12 (replacement)

Vincent DeJesus, Science Teacher, Liberty School, BA-4, \$51,000, effective 9/1/12 (replacement)

Jessica Clancy, Grade 3 Teacher, Pleasantdale School, maternity leave replacement, MA-1, 256.28 per diem, effective 9/4/12-12/20/12 (replacement)

Abiodun Banner, Mathematics Teacher, WOHS, BA-2, \$49,000, effective 9/1/12 (replacement)

Arielle Samra, Special Education/Math Teacher, WOHS, BA-1, \$48,000, effective 9/1/12 (replacement)

Shannon Fox, Math Teacher, Liberty School, maternity leave replacement, MA-1, \$256.28 per diem, effective 9/4/12-12/17/12 (replacement)

Lunch Aides, Roosevelt School, at the hourly rate of \$16.08, not to exceed 2 hours/day, effective 9/4/12: (replacements)

- Rosa Ardon
- Oswaldo Orcon

Susan Jaeger, Lunch Aide, Gregory School, at the hourly rate of \$16.08, not to exceed 2 hours/day, effective 9/4/12 (replacement)

Nicholas McCormick, Part-Time Maintenance/Electrician/HVAC, Buildings and Grounds Department, \$21.15/hour, 40 hours/week, effective retroactive to 7/16/12, or upon completion of employment paperwork (replacement)

Raul Contreras, Substitute Maintenance/Carpenter, \$15/hour, \$40/week, effective retroactive to 7/16/12 (replacement)

Marissa Eisenberg, Grade 4 Teacher, St. Cloud School, MA-1, \$51,256, effective 9/1/12 (replacement)

Tonya Flowers, Math Teacher, Edison School, MA-4, \$54,000, effective 9/1/12 (replacement)

Marisa Bianco, Grade 1 Teacher, Washington School, MA-1, \$51,256, effective 9/1/12 (replacement)

Carly Lovejoy, Grade 5 Teacher, Redwood School, BA-1, \$48,000, effective 9/1/12 (replacement)

David Alfano, Math Teacher, Edison School, maternity leave replacement, BA-1, \$240 per diem, effective 9/4/12 (replacement)

Jacqueline Wagner, English Teacher, Liberty School, maternity leave replacement, MA-1, \$256.28 per diem, effective 9/4/12 (replacement)

Tara Quigley, Special Education/Social Studies Teacher, Liberty School, maternity leave replacement, BA-1, \$240 per diem, effective 9/4/12 (replacement)

Briana McTigue, Grade 1 Teacher, Redwood School, maternity leave replacement, MA-1, \$256.28 per diem, effective 9/4/12 (replacement)

Deborah Mitchell, Grade 5 Teacher, Mt. Pleasant School, maternity leave replacement, BA-1, \$240 per diem, effective 9/4/12 (replacement)

Joseph Cannuscio, French Teacher, WOHS, MA-1, \$51,256, effective 9/1/12, pending receipt of proper documentation (replacement)

Elisa Stern, Psychologist, Pleasantdale School, maternity leave replacement, MA-1, \$256.28 per diem, effective 9/12/12-6/21/13 (replacement)

Dena Dubroff, Social Worker, Gregory School, MA-2, \$51,600, effective 9/1/12 (replacement)

Felicia Lopez, Social Worker, Edison School, maternity leave replacement, MA-1, \$256.28 per diem, effective 9/1/12-6/21/13 (replacement)

Tara Donatiello, Guidance Counselor, St. Cloud School, salary adjustment, MA-4, \$54,000, effective 9/1/12 (previously approved)

Albina Loconsole, Basic Skills Teacher, Washington School, maternity leave replacement, salary adjustment, MA-1, \$256.28 per diem, effective 9/4/12-6/21/12 (previously approved)

Child Study Team members for the month of August, 2012 as per the specifications in the attached (Att. #2)

Staff as instructors for the August, 2012 New Teacher Orientation Program as per the attached (Att. #3)

Staff for the West Orange Achievement Program (WOAP), effective 9/5/12-6/20/13 (Att. #4)

Co-Curricular Appointment/Changes, WOHS, for the 2012-2013 school year as per the attached (Att. #5)

Schedule D (Co-Curricular/Coaching) Positions, Roosevelt School, for the 2012-2013 school year as per the attached (Att. #6)

Summer Sub-Custodians, effective retroactive to 7/2/12, as per the attached (Att. #7)

3. Leave(s) of Absence

a.) Superintendent recommends approval of the following leave(s) of absence:

Bonnie Frith, Art Teacher, Washington School, extension of maternity leave of absence through 6/30/13 (original return date 9/1/12)

Maryann Dicosmo, School Psychologist, Pleasantdale School, maternity leave of absence, effective 9/12/12-6/30/13

Heather Young, Art Teacher, WOHS, change in return date from maternity leave of absence from 11/1/12 to 10/8/12

4. Recommend approval of West Orange Board of Education 2012-2013 Organization Chart (Att. #8)

5. Recommend establishment of two-tier pay scale for Substitute Custodians (Att. #10)

B. CURRICULUM AND INSTRUCTION

1. Recommend approval of Field Trip requests for Summer 2012 (Att. #11)
2. Recommend approval of Curriculum Writing Projects as recommended by the Curriculum Council in the amount of \$19,500 (Att. #12)

C. FINANCE

1. Recommend approval of the 7/23/12 Bills List: (Att. #9)

Payroll/Benefits	\$ 7,710,473.91
Transportation	\$ 355,718.61
Special Ed. Tuition	\$ 299,689.66
Instruction	\$ 116,999.98
Facilities	\$ 185,240.59
Capital Outlay	\$ 6,623.53
Grants	\$ 218,069.91
Food Services	\$ 596,929.37
Textbooks/Supplies/Athletics/Misc.	<u>\$ 49,282.28</u>
	<u>\$ 9,539,027.84</u>

2. Recommend approval of resolution that the West Orange Board of Education approve the contract addendum with Sodexo Management Inc. for the period 7/1/12-6/30/13, and that we, the district, pay a management fee to Sodexo in an amount equal to \$248,990.06 for the 2012-2013 contract year. Be it further resolved that Sodexo guarantee that the West Orange School District shall receive an annual return of \$50,000 for the 2012-2013 school year. (Att. #13)

3. Recommend approval of School Meal Prices for the 2012-2013 school year as follows:

	<u>Lunch</u>	<u>Breakfast</u>
Elementary Schools	2.80	1.55
Middle Schools	3.10	1.75
High School	3.35	1.90
Adult	4.50	2.50
Milk	.65	

4. Recommend approval of Joint Purchasing Agreement with the Board of Education of Pittsgrove, New Jersey for the purchase of copy paper for the 2012-2013 school year. (Att. #14)

5. **Recommend approval of submission of grant application for the New Jersey Child Assault Prevention (NJCAP) Project for the 2012-2013 school year (Att. #15)**
6. **Recommend approval of the following service agreements for the 2012 Extended School Year, as per specifications in the attached: (Att. #16 - confidential)**
 - a) **Delta-T Group, In-District Speech Services, in an amount not to exceed \$10,000**
 - b) **Kornerstone Kids, LLC, Occupational Therapy, in an amount not to exceed \$720**
7. **Recommend approval of the following service agreements for the 2012-2013 school year, as per specifications in the attached: (Att. #17 - confidential)**
 - a) **St. Monica's Health Care Agency, Bayada Nurses, and Delta Group for nursing staff relief services, in amounts not to exceed \$25,000 each**
 - b) **Monique Coleman, Vision Therapist, in an amount not to exceed \$11,700**
 - c) **Service agreement between West Orange Board Public Schools and New Jersey Commission for the Blind, in an amount of \$6,800**
 - d) **Essex County Vocational Technical School: \$9,104/special education student; \$5,911/general education/ academic and vocational/occupational program student**
 - e) **Novogrow, LLC, Physical Therapy Services, in an amount not to exceed \$3,000**
8. **Recommend approval of tuition for the 2012-2013 School Year, including Extended School Year, Out-Of-District Placements as per the attached (Att. #18 - confidential)**
9. **Recommend approval of Application for School Business Request, in the amount of \$9,667.31 (funded through Title I) (Att. #19)**
10. **Recommend acceptance of donation from Pleasantdale School PTA, in the amount of \$5,000, to Pleasantdale School, for the purchase of educational technology.**
11. **Recommend acceptance of donation of \$2,500 from West Orange Community House to Mt. Pleasant School for the purchase of educational technology.**
12. **Recommend acceptance of donation of \$1,000 from Redwood School PTA for the benefit of 20 student recipients of \$50 Summer Enrichment Scholarships (Att. #20)**

13. **Recommend approval of Agreement of Transportation Services Between the West Orange School District Board of Education and Hunterdon County Educational Services Commission for the period 7/1/12-6/30/16 (Att. #21)**
14. **Recommend acceptance of award of \$2,584 from the NJ Department of Education in Support of the Anti-Bullying Bill of Rights Act.**
15. **Recommend approval of Resolution for Increasing Bid Threshold and Appointing Qualified Purchasing Agent (Mark Kenney) in a Board of Education or Other Entity Subject to the Provisions of N.J.S.A. 18A:18A-1 (Att. #22)**
16. **Recommend approval of RFP Contract Recommendation to CDM Smith in the amount of \$62,860 (Att. #23)**
17. **Recommend approval of Local Government Energy Audit Program Grant Resolution in the amount of \$62,860 (Att. #24)**
18. **Recommend submission of amended No Child Left Behind (NCLB) Consolidated Grant for fiscal year 2012 in the amount of \$1,085,457. Amended application includes transfer of reserved transportation funds in the amount of \$170,143 for Hazel Elementary School SINI Status into professional and purchased services (Att. #25)**
19. **Recommend approval of proposal from ESR (Educators for Social Responsibility), for Education Diversity-Equity Action Plan, for fiscal year 2012-2013, in the amount of \$20,036 (Att. #26)**
20. **Recommend awarding of Bid #11-12 for Multiple Track Filing System to Good Products in the amount of \$50,300.78 (Att. #27)**
21. **Recommend approval of transfer of funds under Title VI of the Administrative Code for the months of April, May and June, 2012 (Att. #28 – available in the Business Office)**
22. **Receipt of the Board Secretary's Report for the month of May 2012 (Att. #29 – available in the Business Office)**
23. **Receipt of the Treasurer of School Monies Report for the month of May 2012 (Att. #30 – available in the Business Office)**

D. REPORTS

- VI. REPORT FROM THE BOARD PRESIDENT AND/OR BOARD MEMBERS**

- VII. MOTION FOR THE NEXT BOARD MEETING to be held at 6:00 p.m. on August 7, 2012 at the Administration Building.**

- VIII. PETITIONS AND HEARINGS OF CITIZENS**

- IX. ADJOURNMENT**

WEST ORANGE PUBLIC SCHOOLS
DEPARTMENT OF STUDENT SUPPORT SERVICES

Public Agenda

Date:

Attachment #

7/23/12
2

179 Eagle Rock Avenue • West Orange • New Jersey • 07052
Telephone: 973-669-5400 Ext. 20539
Fax: 973-669-8601

Ms. CONSTANCE SALIMBENO , DIRECTOR

Ms. KRISTIN GOGERTY, SUPERVISOR, PRESCHOOL, K – 8

MRS. DAWN RIBEIRO, SUPERVISOR, 9-12

To: Dr. Anthony Cavanna

From: Constance Salimbeno

Date: July 13, 2012

Re: Agenda Item
(Approval of Summer Child Study Team)

Below is a list of staff (Child Study Team) that is recommended to work during the month of August. Rates are \$300.00 per evaluation and \$73.00 per hour for case management.

- Alexis Devita (Social Worker)
- Cindy Rotbaum (LDTC – as needed)

cc: Kathy Papa, Business Office
Peggy Simmons, Payroll Dept.
Denise Keastead, Payroll Dept.
Iris Zaback, Human Resources

WEST ORANGE PUBLIC SCHOOLS
DEPARTMENT OF STUDENT SUPPORT SERVICES

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MS. CONSTANCE SALIMBENO , DIRECTOR

MS. KRISTIN GOGERTY, SUPERVISOR, PRESCHOOL, K – 8

MRS. DAWN RIBEIRO, SUPERVISOR, 9-12

To: Dr. Anthony Cavanna

From: Constance Salimbeno

Date: July 13, 2012

Re: Agenda Item
(Approval of Summer Child Study Team)

Dinorah Arias (Social Worker) is recommended to complete bilingual social evaluations during the month of August at the rate \$300.00 per evaluation.

cc: Kathy Papa, Business Office
Peggy Simmons, Payroll Dept.
Denise Keastead, Payroll Dept.
Iris Zaback, Human Resources

*The Public Schools
West Orange, New Jersey*

Public Agenda
Date: 7/23/12
Attachment #/ 3

To: Dr. Anthony P. Cavanna, Superintendent
From: Donna Rando, Ed.D., Assistant Superintendent *DR*
Date: July 18, 2012
Re: August 2012 New Teacher Orientation Instructors

I recommend the following staff members be approved as instructors for the August 2012 New Teacher Orientation Program at the contractual rate of \$73.00/hour.

Instructor	Name of Course	# of Hours	Payment
Christopher Evans	Teaching in a Culturally Diverse Classroom	3	\$219.00
Melissa Montanez	Classroom Management	3 ½	\$255.50
Linda Palazzolo	Supporting the Student with Special Needs	1 ½	\$109.50

C: Mr. M. Kenney

WEST ORANGE HIGH SCHOOL

51 CONFORTI AVENUE · WEST ORANGE, NJ · 07052-2829 · 973-669-5301 · FAX 973-669-1260
Website: www.westorange.k12.nj.us

ARTHUR J. ALLOGGIAMENTO, PRINCIPAL

ANNETTE DADE, ASSISTANT PRINCIPAL
LOUIS DELLAPIA, ASSISTANT PRINCIPAL
KIMBERLY MANCARELLA, ED. D., ASST. PRIN.

HAYDEN MOORE, ASSISTANT PRINCIPAL
RYAN DELGUERCIO, STUDENT MANAGEMENT
MARK MANISCALCO, STUDENT MANAGEMENT

June 21, 2012

To: Dr. Cavanna
From: Hayden Moore and Dawn Ribeiro
Re: West Orange Achievement Program

We are recommending the following staff for rehire in the West Orange Achievement Program effective September 5, 2012 thru June 20, 2013.

Teachers are paid at contracted home instruction rate (\$73 individual/\$109 group):

Lee Cohen- Lead Counselor(support services)
Frank Newman- Lead Teacher/ Science
Carlos Perez -Spanish
Tom Gargiulo -Math
Janis DeRosa -Math (support services)
Alan Reeder- History
Gail Bowsher- Law, History (support services)
Jodie Goldstein- transition coordinator/Career exploration (support services)
Kelly Dower - Reading specialist (support services)
Victor Alcindor - English teacher
Michael Fess –English teacher (support services)
Krista Romanyshyn- Science (support services)
Kevin Alvine-Physical Education
Susan Marshall – Foods
Amedeo Chirichiello, Student Assistance Counselor

Instructional aides are paid at contract rate (\$23 per hour):

Geoff Grivalsky-Aide
Darrell Favors- Aide
Alonzo DeRamus - Aide

Substitute Instructional Aides:

David Grant
Thomas Bamber
Geoff Grivalsky

Cc. Connie Salimbeno
Peggy Simmons
Denise Keastead
Iris Zaback
Kathy Papa

WEST ORANGE HIGH SCHOOL

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ARTHUR J. ALLOGGIAMENTO, PRINCIPAL

ANNETTE DADE, ASSISTANT PRINCIPAL
LOUIS DELLAPIA, ASSISTANT PRINCIPAL
KIMBERLY MANCARELLA, ED. D., ASST. PRIN.

HAYDEN MOORE, ASSISTANT PRINCIPAL
RYAN DELGUERCIO, STUDENT MANAGEMENT
MARK MANISCALCO, STUDENT MANAGEMENT

To: Dr. Anthony Cavanna, Superintendent
Fran Neceskas, Director of Human Resources
Cc: Iris Zaback, Kathy Papa
From: Arthur Alloggiamento, Principal
Dr. Kimberly Mancarella, Ed.D., Assistant Principal
Date: June 26, 2012
Re: Co-Curricular Appointments/Changes

Please place the following on the next Board meeting agenda of July 23, 2013 if possible.

- Appointment of Spanish Club Advisor 2012/2013:
Carlos Perez – Stipend \$2031.00
- Change:
Rescind previous submission for co-advisorship (50%-50%) for National Honor Society 2012/2013:
Mary Kehoe
Guerlyne Nicolas Millington
Should be changed to reflect tri-advisorship (33%-33%-33%) 2012/2013
Mary Kehoe – Stipend \$453.00
Guerlyne Nicolas Millington – Stipend \$453.00
Elicia Baker – Stipend \$453.00
- Change:
Rescind previous submission for co-advisorship (50%-50%) for Sophomore Class Council 2012/2013:
Shannon Core
Michelle Iftode
Should be changed to reflect single-advisorship (100%) 2012/2013
Michelle Iftode – Stipend \$2031.00
- Change:
Rescind previous submission for advisorship (100%) for Skills USA 2012/2013:
Cheryl Dunlap
Should be changed to reflect co-advisorship (50%-50%) 2012/2013
Kim Szalkai – Stipend \$679.50
Maria Vagias Frangos – Stipend \$679.50

Stipend to be adjusted upon ratification of new contract.

Thank You.



WEST ORANGE HIGH SCHOOL
Department of Athletics
51 Conforti Avenue
West Orange, New Jersey 07052
Ronald Bligh, Director of Athletics/
Supervisor of Health & Physical Education
(973) 669-5301 ext. 31567
Fax (973) 669-8605
rbligh@woboe.org

June 27, 2012

To: Dr. Anthony Cavanna, Superintendent
Mrs. Fran Neceskas, Director of Human Resources

Fr: Mr. Arthur Alloggiamento, Principal
Mr. Ronald Bligh, Athletic Director

Below please find our co-curricular recommendations for the 2012-2013 school year. Please have these recommendations approved at the next board meeting. Thank you.

Position	Recommended Coach	Total Amount of Stipend
Assistant Coach Boys Soccer	David Alfano replacing Charles Rowan who resigned	8033.00
Summer Weight Room Monitor	Pierpaolo Mancarella replacing Anthony Vitale who is unavailable due to personal reasons.	3560.00 - WOHS

A handwritten signature in black ink, appearing to be "R. Bligh", is written over the bottom row of the table.

RB/td

ROOSEVELT MIDDLE SCHOOL
MEMORANDUM

Public Agenda
Date: 7/23/12
Attachment # 6

DATE: June 13, 2012

TO: Anthony Cavanna, Superintendent of Schools
Frank Neceskas, Director of Human Resources
Dr. Donna Rando, Assistant Superintendent of Schools

FROM: Lionel O. Hush, Principal, RMS

SUBJECT: Schedule D. Positions for 2012-2013

Please note I am approving the following staff members for appointment to Schedule D positions. Letters requesting these positions have been submitted:

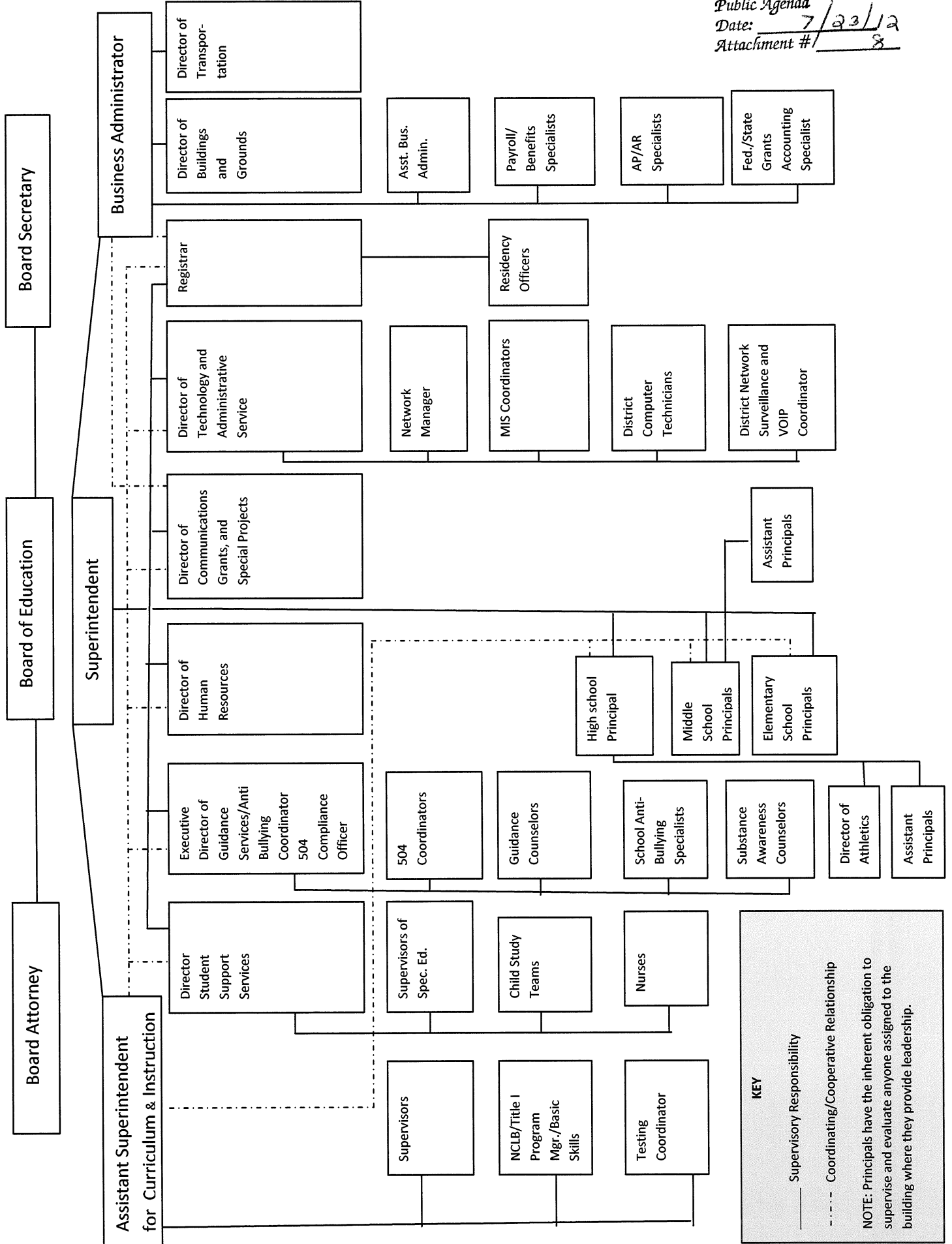
7 th Grade Team Leaders (2)- Tracy Gordon, Lauren Boyle	\$2,611.00
8 th Grade Team Leaders (2)- Diane Varela, Marie Silvestri	\$2,611.00
Related Arts Team Leader Janis Oliver	\$2,611.00
Student Council Advisors - Diane Varela, Marie Silvestri - Co-Advisors	\$2,611.00
Explorers Club - Diane Varela, Marie Silvestri - Co-Advisors	\$1,359.00
Yearbook Advisor - Debbie Coen, Jen Marino – Co Advisors	\$2,030.00
Junior Interact/Service Club- Tracy Gordon, Kim Cerutti – Co-Advisors	\$1,359.00
Spring Musical Drama Director -Ursula McGee, Deb Rees	\$2,611.00
Spring Musical Set Designer -Lou Venturi	\$1,305.00
Art & Literary Magazine Janis Oliver	\$1,359.00
Honor Band (Select Strings) -Craig Stanton	\$1,359.00
Stage Band Advisor (Jazz Band)- Roger Bryson	\$1,359.00
Select Chorus - Deborah Rees	\$1,359.00
Academically Speaking - Rebecca Giacobelli	\$2,611.00
Audio-Visual Coordinator Ken Darcy	\$2,611.00
Newspaper Janis Oliver	\$2,030.00
Conflict Resolution/Peer Mediation - Debbie Coen	\$1,359.00
Unity Club Ursula McGee	\$1,359.00
Totally Tech. - Kelly McSharry	\$1,359.00
Math Club Jenn Cataldo, Lisa Dally	\$1,359.00
<u>Coaching Positions</u> -	
Girl's Soccer - Jackie Marx	\$4,688.00
Boy's Soccer - Telmo Nunes	\$4,688.00
Boy's Basketball - Derek Smith	\$4,688.00
Girl's Basketball - Sean Devore	\$4,688.00
Wrestling Ken Darcy	\$4,688.00
Co-Ed – Cross Country Ken Darcy	\$4,688.00
Baseball Nick Alfano	\$4,688.00
Softball Jackie Marx	\$4,688.00
Track Ken Darcy, Rebecca Giacobelli – Co-Advisors	\$ 35.00 per hour
Cheerleading Fall - Jaclyn Morgan	\$4,688.00
Cheerleading Winter - Kim Carissimo	\$4,688.00

LOH/jt

C: R. Bligh
J. Bello

WEST ORANGE BOARD OF EDUCATION 2012-2013 ORGANIZATION CHART

Public Agenda
 Date: 7/23/12
 Attachment #/ 8



KEY
 — Supervisory Responsibility
 - - - - Coordinating/Cooperative Relationship
 NOTE: Principals have the inherent obligation to supervise and evaluate anyone assigned to the building where they provide leadership.

The Public Schools
West Orange, New Jersey 07052
Telephone: 973 669-5400
Fax: 973 669-1979

Buildings and Grounds Department

Robert Csigi, CEFM 
Director Buildings and Grounds

179 Eagle Rock Road

MEMORANDUM

To: Mark Kenney
Re: Custodial Substitution Hourly Pay
Date: May 18, 2012

Request Board approval to establish a two tier pay scale for Substitute Custodians. Current rate for all substitute custodians is \$10 per hour.

Part Time Custodial Substitute	\$10 per hour
Full Time Custodial Substitute	\$12 per hour

Rational is to attract and keep full time substitute custodians.

Part time substitute custodians are summer help, subs who do not work every day, etc.

Full time substitute custodians are those subs that work every day or work 25 or more hours per week

c: Dr. Anthony P. Cavanna, Superintendent
file

*The Public Schools
West Orange, New Jersey*

Public Agenda
Date: 7/23/12
Attachment # 11

To: Dr. Anthony Cavanna, Superintendent
From: Donna Rando Ed.D., Assistant Superintendent *DR*
Date: July 11, 2012
Re: Field Trips

Please place the following on the West Orange Board of Education Meeting Agenda of Monday, July 23, 2012 under *Curriculum and Instruction*.

“Recommend acceptance of field trip requests submitted for Board of Education approval.”

See attached.

Thank you.

C: M. Kenney ✓
P. Nicholais
D. Daniel

**Field Trip Requests
July --, 2012**

School	Destination	Course/Grade	Teacher	Describe How Activity Relates to Curriculum	Transportation Cost	Source of Funds (i.e., District, School, PTA, Student Activity Account, Student)
WOHS	Camp Weequahic, PA	Marching Band	Kelly	To organize and learn marching band routines for competitions and shows	\$4,830	District

The Public Schools
West Orange, New Jersey

Public Agenda
Date: 7/23/12
Attachment # 121

To: Board of Education Members

From: Donna Rando, Ed.D., Acting Superintendent *DR*

Date: July 20, 2012

Re: Curriculum Writing Projects

The following curriculum writing projects have been recommended by the Curriculum Council for approval:

Title of Project	Writer's Name	# of Hours	Cost (\$39./hr)
Life Skills, Grades 6-8	Michele Clancy	30	\$1,170.00
	Sharon Ortiz	30	\$1,170.00
Piano Lab	Lisa Swanick	30	\$1,170.00
Library Media Center, Grades 9-12	Catherine Evanik	30	\$1,170.00
	Beverly Tindall	30	\$1,170.00
Mathematics, Grade 3	Jennifer Paull	30	\$1,170.00
Mathematics, Grade 3	Phyllis Seibert	30	\$1,170.00
Mathematics, Grade 4	Maria Larezza	30	\$1,170.00
Mathematics, Grade 4	Wayne Oakley	30	\$1,170.00
Mathematics, Grade 5	Jennifer Tarullo	30	\$1,170.00
Mathematics, Grade 5	Michele Frazee	30	\$1,170.00
Mathematics, Grades 3-5 (Special Education)	Jennifer Marchesi	30	\$1,170.00
Algebra II	Jonathan Tick	40	\$1,560.00
Algebra II	Dara Brevard	40	\$1,560.00
Research Methods in Science	Ronald Brandt	60	\$2,340.00



Public Agenda
Date: 7/23/12
Attachment # 13

Mr. Mark Kenney
Business Administrator
179 Eagle Rock Avenue
West Orange, New Jersey 07052

Dear Mr. Kenney,

I would like to present for board consideration the following addendums for the 2012/2013 school year Food Service Program renewal:

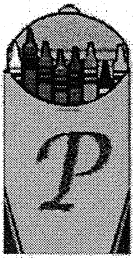
- Increase to Management Fee of 2%
2012/2013 Management Fee \$248,990.06
This is an increase of \$ 4,745.36 Yearly (\$474.53 Monthly)
- Guarantee to remain at \$50,000.00

Thank you for your consideration and I look forward to your response. I will be happy to answer any questions you may have, please don't hesitate to call me.

Respectfully,

A handwritten signature in cursive script that reads "Dorian Sano".

Dorian Sano
District Manager



JOINT PURCHASING AGREEMENT



Public Agenda

Date: 7/23/12

Attachment # 14

THIS AGREEMENT made this 23 day of JULY, 2012, between the BOARD OF EDUCATION OF THE TOWNSHIP OF PITTSBORO, New Jersey (hereinafter referred to as "PITTSBORO", and the Board of Education of WEST ORANGE, New Jersey (hereinafter referred to as "JOINT PURCHASER").

WITNESSETH:

- A. N.J.S.A. 18A: 18A-11 authorizes joint purchasing by educational districts.
- B. **PITTSBORO** purchases paper, materials, and supplies on a regular basis.
- C. **JOINT PURCHASER** wishes to join with **PITTSBORO** to purchase paper, materials, and supplies.

NOW THEREFORE, in consideration of the premises and the covenants hereinafter set forth, the parties agree as follows:

1. **PITTSBORO** and **JOINT PURCHASER** shall from time to time purchase paper, materials, and supplies.
2. **PITTSBORO** will be responsible for preparing the quotes, specifications, and bid documents and supervising the receiving of bids/quotes.
3. The bids/quotes will be in the name of **PITTSBORO**.
4. **PITTSBORO** will have the right to accept or reject any bids/quotes as to items where it is the sole purchaser, or where it is a joint purchaser or with **JOINT PURCHASER**.
5. **JOINT PURCHASER** shall have the right to accept or reject any item where it is the sole purchaser of an item.
6. **JOINT PURCHASER** shall pay **PITTSBORO** directly for those items (or portions thereof) which they purchase.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on the date herein above set forth.

ATTEST:



BOARD OF EDUCATION OF THE
TOWNSHIP OF PITTSBORO



ATTEST:

BOARD OF EDUCATION OF THE
TOWNSHIP OF _____

*The Public Schools
West Orange, New Jersey*

*Public Agenda
Date: 7/23/12
Attachment # 15*

To: Dr. Anthony Cavanna, Superintendent
From: Donna Rando, Ed.D., Assistant Superintendent *DR*
Date: June 20, 2012
Re: Agenda Item

Please place the following on the agenda of the July 23, 2012 Board of Education Meeting:

“Recommend approval of the submission of the grant application for the New Jersey Child Assault Prevention (NJ CAP) Project for the 2012-2013 school year.”

Thank you.

**NEW JERSEY CHILD ASSAULT PREVENTION
Essex County CAP Project
2012/2013 Grant Application
Elementary, Teen & Special Needs**

The NJ Child Assault Prevention Project (CAP) is a statewide prevention program whose mission is to provide schools and communities with information and resources to reduce children's vulnerability to assault. NJ CAP, a program of the Educational Information and Resource Center (EIRC) and the NJ Department of Children and Families, has trained over 2.5 million children and 300,000 parents and teachers since its inception in 1985. NJ CAP has 21 county offices with an additional office in the city of Newark and over 200 program facilitators.

The District Superintendent will complete the following application, review and sign implementation timelines and contract criteria, and return it to **CAP State Office**, by **June 29, 2012**.

Schools applying for CAP funding must provide a minimum of **30%** of the total cost of implementation.

Exceptions to this provision must be approved by the State CAP Office/EIRC. If your district is eligible for urban aide funding or can document financial need and other related factors, the provision may be waived. Please attach documentation when requesting exemption from the 30% funding requirement.

Depending on availability of funds, the district may be responsible for additional funding.

(Please Print)

COUNTY: Essex

SCHOOL DISTRICT: West Orange

SCHOOL NAME _____

(private/non-public use only)

DISTRICT SUPERINTENDENT NAME: Dr. Anthony P. Cavanna

PHONE: 973-669-5400, extension 20510 EMAIL: acavanna@woboe.org

ADDRESS: 179 Eagle Rock Avenue
West Orange, NJ 07052

NJ CAP

A Project of the Education Information Resource Center (EIRC)

107 Gilbreth Parkway, Suite 200

Mullica Hill, NJ 08062

Phone – (856) 582-7000- Fax: 856.582.3588

www.njcap.org

West Orange, New Jersey

PLEASE COMPLETE THE FOLLOWING QUESTIONS

1. What needs does this meet in your school and/or community?

This program enhances the present West Orange Family Life Curriculum and Guidance Curriculum. It ensures the consistent delivery of information related to child assault.

2. A statement of broad-based community support in each school.

The PTAs and community support in the West Orange Public Schools are strong. There is frequent and positive interaction between home and school.

3. A statement of in-kind contribution which teaching staff will render on behalf of the project (e.g., additional in-service time, public relations, community outreach, curriculum additions focusing on prevention issues, bulletin boards, etc.)

Techniques and information presented by CAP staff will be discussed at faculty and grade level meetings.

4. A statement of the service which parent/home organizations will render on behalf of the project.

Evening or daytime informational meetings will be held during the PTA meetings.

5. A statement of future integration of Child Assault Prevention programming in the district. (Will there be plans to continue with a maintenance CAP program?)

The West Orange Public Schools have been implementing CAP since the 1992-93 school year. We intend to continue maintaining the CAP program.

**NEW JERSEY CAP
TIME LINES/DEADLINES**

By February 2012- CAP State Office will have communicated with all county superintendents, notifying them of the potential Child Assault Prevention monies in their county. This notification will be accompanied by program time lines, program description, and county coordinator roster.

By March 2012 - County Superintendents Office will reproduce all the above CAP application information and distribute to district superintendents in their county.

By June 30, 2012 - All District Superintendents interested in applying for CAP monies will complete the application, receive school board approval and return application to the CAP State Office.

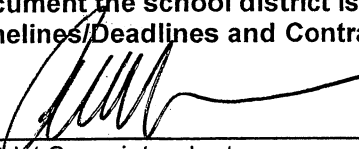
By September 10, 2012- The CAP State Office in conjunction with County Superintendents and CAP County Coordinators will have selected school districts and notified them of this selection.

By January 31, 2013 -All CAP grant workshops will have been scheduled with the CAP County coordinator.

By May 31, 2013 - All CAP workshops will have been completed. Deadline extensions must be negotiated with the State CAP Office.

Program evaluation will be completed one month following the finalization of services and will be conducted by CAP county coordinator in conjunction with school administrator.

I have read and agreed to the above deadlines and I understand that they are essential for the efficient implementation of the CAP program within my district. I understand that by signing this document the school district is legally bound to implement the CAP Program as indicated by the Timelines/Deadlines and Contract Criteria.



District Superintendent

6.18.12

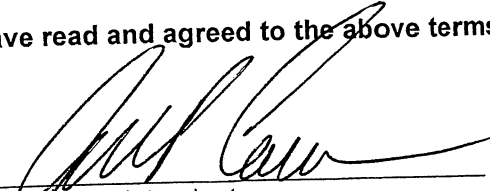
Date

CONTRACT CRITERIA

A school district which chooses to nominate itself will meet the following criteria:

1. Will agree to have CAP county coordinator and facilitators implement the CAP programs according to the design of the International Center for Assault Prevention, including:
2.
 - a. **Teacher-Staff Workshops** - provide *1½ hours* of continuous and uninterrupted time for teacher/staff in service.
 - b. **Support Staff** - (e.g. bus drivers, crossing guards, maintenance and kitchen staff) will be invited to participate in parent or teacher workshops.
 - c. **Parent Workshops** - provide space to conduct a 1½ to 2 hour parent workshop.
 - d. **Pre-K**- provide one hour on three consecutive days for the classroom workshop and for review time. The school will allow the post workshop review to take place in the classroom. Children interested in participating in the review time shall be permitted the time to attend.
 - e. **Kindergarten**- provide one hour on two consecutive days for classroom workshop and for review time. The school will allow the post workshop review to take place in the classroom. Children interested in participating in the review time shall be permitted the time to attend.
 - f. **Elementary CAP Children Workshops** - provide 1½ hours of uninterrupted time for each workshop and for post workshop review. The school will provide space for the post workshop review. Children interested in participating in the review time shall be permitted the time to attend.
 - g. **Teen CAP Student Workshops** - provide staff to be present during the three classroom workshops and have additional staff coverage for day two and three. Provide time for each class to attend three student workshops on three sequential days, within a maximum of seven school days. The school will provide the following: space on the first day for one joint workshop which will include both male and female students; space for two separate and simultaneous workshops, one male and one female, the second and third day; space for the post workshop review for individual students to meet with workshop facilitators each day.
 - h. **Special Needs (Cognitively Impaired)** - provide five consecutive days for students workshops (day 1 and 5 taught by the classroom teacher. Day 2, 3 & 4 are presented by CAP facilitators.) A 20-30 minute workshop review is required. **(Note: This program is designed for middle school aged students with moderate to severe cognitive impairment in self-contained special education settings. Students with mild cognitive disability should receive CAP in the regular education classroom with typically developing peers.)**
2. All elementary and/or secondary schools in a district will participate.
3. All districts will have school board approval.
4. All districts will have support of home/school organization.
5. All districts will be available for implementation during the months of September 2012-May 2013.
6. All districts will participate in a CAP evaluation process which will involve evaluations of the classroom workshop by classroom teacher and an exit interview with School Principal or Chief School Administrator.

I have read and agreed to the above terms for application to this grant application.


District Superintendent


Date

Elementary CAP Program - 2012-2013

The application is for Pre-K, Kindergarten, and 1st - 6th Grades. (See page 7 for specific information about each program.)

Project: Essex County

School District/School Name: West Orange/Hazel School

PLEASE COMPLETE FUNDING REQUEST:

The following should be completed in conjunction with the CAP county coordinator. The CAP Program requires a 90-minute staff inservice for teachers who have not had CAP training in the last four years. The inservice date should be reserved in advance. A 90-minute parent workshop is also required for each school. However, where low attendance is anticipated, schools are encouraged to combine these workshops.

Grant monies will not be authorized to districts who cannot guarantee inservice dates.

Elementary Program (Pre-K through 6th grades)

a)	\$181.00	x	<u>0</u>	# of Preschool classes	=	<u>\$0.00</u>
b)	\$169.00	x	<u>3</u>	# of Kindergarten classes	=	<u>\$507.00</u>
c)	\$130.00	x	<u>15</u>	# of 1st - 6th classes	=	<u>\$1,950.00</u>
				(Include all classes other than cognitively impaired - see form for Special Needs classes)		
d)	\$168.00	x	<u>2</u>	# of Adult workshops	=	<u>\$336.00</u>
	# of staff wksp:		<u>1</u>	# of parents wksp:		<u>1</u>
Total cost of implementation (a+b+c+d)						<u>\$2,793.00</u>
District Contribution - 30% minimum =						<u>\$2,793.00</u> x 0% =
(Total funding required)						<u>\$0.00</u>
State CAP Funding						<u>\$2,793.00</u>

Partial grants may be awarded.

If the application is not approved for funding, the district may still implement the CAP Program with other funding. Schools have utilized the Character Ed and Title IV (Safe Schools Drug Free) monies as a resource to fund the program. You may download additional applications from the NJ CAP website @ www.njcap.org.

Elementary CAP Program - 2012-2013

The application is for Pre-K, Kindergarten, and 1st - 6th Grades. (See page 7 for specific information about each program.)

Project: Essex County School District/School Name: West Orange/Pleasantdale School

PLEASE COMPLETE FUNDING REQUEST:

The following should be completed in conjunction with the CAP county coordinator. The CAP Program requires a 90-minute staff inservice for teachers who have not had CAP training in the last four years. The inservice date should be reserved in advance. A 90-minute parent workshop is also required for each school. However, where low attendance is anticipated, schools are encouraged to combine these workshops.

Grant monies will not be authorized to districts who cannot guarantee inservice dates.

Elementary Program (Pre-K through 6th grades)

a)	\$181.00	x	<u>0</u>	# of Preschool classes	=	<u>\$0.00</u>
b)	\$169.00	x	<u>2</u>	# of Kindergarten classes	=	<u>\$338.00</u>
c)	\$130.00	x	<u>13</u>	# of 1st - 6th classes	=	<u>\$1,690.00</u>
	(Include all classes other than cognitively impaired - see form for Special Needs classes)					
d)	\$168.00	x	<u>2</u>	# of Adult workshops	=	<u>\$336.00</u>
	# of staff wksp:	<u>1</u>	# of parents wksp:	<u>1</u>		

Total cost of implementation (a+b+c+d) \$2,364.00

District Contribution - 30% minimum = \$2,364.00 x 0% = \$0.00
(Total funding required)

State CAP Funding \$2,364.00

Partial grants may be awarded.

If the application is not approved for funding, the district may still implement the CAP Program with other funding. Schools have utilized the Character Ed and Title IV (Safe Schools Drug Free) monies as a resource to fund the program. You may download additional applications from the NJ CAP website @ www.njcap.org.

Elementary CAP Program - 2012-2013

The application is for Pre-K, Kindergarten, and 1st - 6th Grades. (See page 7 for specific information about each program.)

Object: Essex County

School District/School Name: Edison School

PLEASE COMPLETE FUNDING REQUEST:

The following should be completed in conjunction with the CAP county coordinator. The CAP Program requires a 90-minute staff inservice for teachers who have not had CAP training in the last four years. The inservice date should be reserved in advance. A 90-minute parent workshop is also required for each school. However, where low attendance is anticipated, schools are encouraged to combine these workshops.

Grant monies will not be authorized to districts who cannot guarantee inservice dates.

Elementary Program (Pre-K through 6th grades)

a)	\$181.00	x	<u>0</u>	# of Preschool classes	=	<u>\$0.00</u>
b)	\$169.00	x	<u>0</u>	# of Kindergarten classes	=	<u>\$0.00</u>
c)	\$130.00	x	<u>22</u>	# of 1st - 6th classes	=	<u>\$2,860.00</u>
	(Include all classes other than cognitively impaired - see form for Special Needs classes)					
d)	\$168.00	x	<u>2</u>	# of Adult workshops	=	<u>\$336.00</u>
	# of staff wksp:		<u> </u>	# of parents wksp:	<u> </u>	

Total cost of implementation (a+b+c+d) \$3,196.00

District Contribution - 30% minimum = \$3,196.00 x 0% = \$0.00
(Total funding required)

State CAP Funding \$3,196.00

Partial grants may be awarded.

If the application is not approved for funding, the district may still implement the CAP Program with other funding. Schools have utilized the Character Ed and Title IV (Safe Schools Drug Free) monies as a resource to fund the program. You may download additional applications from the NJ CAP website @ www.njcap.org.

RESOLUTION


BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF WEST ORANGE IN THE COUNTY OF ESSEX, NEW JERSEY (not less than a majority of the full membership of the Board concurring) AS FOLLOWS:

This Board of Education, at its meeting of July 23, 2012, hereby approves the submission of the grant application for the New Jersey Child Assault Prevention (NJ CAP) Project for the 2012-2013 school year.

Ms. Laura Lab, Board President

The Public Schools
West Orange, New Jersey

Public Agenda
Date: 7/23/12
Attachment # 19

To: Dr. Anthony P. Cavanna, Superintendent
From: Donna Rando, Ed.D., Assistant Superintendent 
Date: July 13, 2012
Re: Agenda Item

Please place the following on the West Orange Board of Education Meeting agenda of July 23, 2012 under "Finance."

"Recommend acceptance of *Application for Absence for School Business* request submitted for Board of Education approval."

Date(s)	Conference	Location	Teacher/ Administrator	Total Travel Amount
July 23-27, 2012	Fountas & Pinnell Institutes on Leveled Literacy Intervention	Charlotte, NC	Granato	\$3355.75*
August 20-23, 2012	Implementing Leveled Literacy Intervention	Cambridge, MA	Sissman	\$3155.78*
August 20-23, 2012	Implementing Leveled Literacy Intervention	Cambridge, MA	Torre	\$3155.78*

*Title I Funds

C: Mr. M. Kenney ✓



Hunterdon County Educational Services Commission

Administration Office

51 Sawmill Road

Lebanon, New Jersey 08833

Phone: 908-439-4280 Fax: 908-439-2270

Public Agenda

Date: 7/23/12

Attachment # 21

Corinne Steinmetz, School Business Administrator/Board Secretary

AGREEMENT OF TRANSPORTATION SERVICES BETWEEN

The West Orange School District Board of Education
179 Eagle Rock Avenue
West Orange, NJ 07052

AND

Hunterdon County Educational Services Commission
51 Sawmill Road
Lebanon, NJ 08833

It shall be understood that both parties noted above agree to a four (4) year transportation agreement effective July 1, 2012 through June 30, 2016. It is further understood that this agreement along with a State of New Jersey – Department of Education Student Transportation Contract is subject to approval of the County Superintendent of Schools each year of the agreement.

It is agreed that annual increases for each year of the contract shall be at 2% or the CPI, whichever is less.

Route	2011-12 (at 1.23%)	2012-13 (at 1.89)	2013-14*	2014-15*	2015-16*
To From School					
Single Run up to 54 P Bus	\$48,590.40	\$49,508.76	\$50,498.93	\$51,508.91	\$52,539.09
Double Run up to 54 P Bus	\$64,787.20	\$66,011.68	\$67,331.91	\$68,678.55	\$70,052.12
Triple Run up to 54 P Bus	\$75,922.50	\$77,357.44	\$78,904.58	\$80,482.68	\$82,092.33
SpEd (Single) 16 P Van	\$47,578.10	\$48,477.33	\$49,446.87	\$50,435.81	\$51,444.53
SpEd (Single) 36 P Bus	\$48,590.40	\$49,508.76	\$50,498.93	\$51,508.91	\$52,539.09
Aid	\$11,843.91	\$12,067.76	\$12,309.12	\$12,555.30	\$12,806.40
Late Runs					
before 3:45 pm	\$19.23/hr	\$19.60/hr	\$19.99/hr	\$20.39/hr	\$20.80/hr
after 3:45 pm	\$41.50/hr	\$42.29/hr	\$43.13/hr	\$44.00/hr	\$44.88/hr
Trial Run	\$33.41/hr	\$34.04/hr	\$34.72/hr	\$35.41/hr	\$36.12/hr
Charters					
To and From	\$68.84/hr	\$70.14/hr	\$71.54/hr	\$72.97/hr	\$74.43/hr
One Way In District	\$35.43/hr	\$36.10/hr	\$36.82/hr	\$37.56/hr	\$38.31/hr
One Way Out of District	\$50.62/hr	\$51.57/hr	\$52.60/hr	\$53.66/hr	\$54.73/hr
Vehicle Rental	\$75.92/hr	\$77.36/hr	\$78.90/hr	\$80.48/hr	\$82.09/hr
Maintenance					
Labor	\$65.80/hr	\$67.04/hr	\$68.38/hr	\$69.75/hr	\$71.15/hr
Parts	at cost	at cost	at cost	at cost	at cost

*Based on the assumption of 2% increase each year

New buses will be introduced into the service program as required. This will be determined on, (but not limited to) the basis of service, mileage, growth requirements, legal requirements, and age.

All buses shall be equipped with video cameras and GPS devices by September 1, 2012. Requests for additional specialized equipment on buses must be reviewed and approved by both parties prior to installing such equipment. The cost of this equipment shall be determined beforehand and both parties shall agree to who shall bear the cost.

HCESC shall provide all the transportation services listed in each annual jointure agreement as specified. Invoicing for routes shall be in (10) equal installments. Invoicing for Charter and extra work shall be billed on a monthly basis at the end of each month that the services were provided.

The Board's policy on transportation safety (Policy 3541.33), as attached, shall apply to HCESC vehicles and drivers and is expressly made a part of the agreement.

HCESC shall ensure that the driver of each vehicle shall be a reliable person of good character who shall possess all State school bus driver qualifications and licenses and shall comply with all statutes, regulations and procedures of the State of New Jersey and rules and specifications of the local board. If, in the judgment of the Board, any driver of a vehicle operated under contract to transport school students shall be deemed unsuitable to drive a school vehicle because of lack of driving skills, inability to control students, failure to comply with the aforesaid rules, regulations and specifications, incapacity, unbecoming conduct, or other good cause; the Board may request HCESC to replace said driver. If HCESC shall fail to comply with the aforesaid request, the Board may require HCESC to show cause why such failure to comply with the request shall be deemed to constitute a breach of contract, and may set aside and annul this contract.

Lateness of 15 minutes or more on any bus run without good cause shall result in the imposition of a penalty deduction of 1/2 of the per diem cost of the run. Chronic lateness of 15 minutes or more on bus runs may result in termination of this agreement.

The failure of one party to this contract to comply with the provisions hereof shall constitute good cause for its termination by the other party to it.

HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION

WEST ORANGE SCHOOL DISTRICT BOARD OF EDUCATION

BOARD PRESIDENT DATE

BOARD PRESIDENT DATE

BOARD SECRETARY DATE

BOARD SECRETARY DATE

HOST DISTRICT EXECUTIVE COUNTY SUPERINTENDENT APPROVAL

EXECUTIVE COUNTY SUPERINTENDENT DATE

RESOLUTION FOR INCREASING BID THRESHOLD AND APPOINTING A QUALIFIED PURCHASING AGENT IN A BOARD OF EDUCATION OR OTHER ENTITY SUBJECT TO THE PROVISIONS OF N.J.S.A. 18A:18A-1

WHEREAS, 18A:18A-3 permits a board of education to authorize its purchasing agent to award contracts that do not exceed in a contract year the annual limit as established by the Governor, and

WHEREAS, local boards of education have been advised by the Local Finance Board through (LFN 2010-13) that the Governor has authorized the following bid and quotation thresholds effective July 1, 2010,

	Bid Threshold	Quotation Threshold
Base Amount	\$26,000	\$3,900
With Qualified Purchasing Agent	\$36,000	\$5,400

WHEREAS, *Mark Kenney* possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, *West Orange Board of Education* desires to increase its bid and quotation thresholds as provided in N.J.S.A. 18A:18A-3;

NOW THEREFORE BE IT RESOLVED, that the governing body of the West Orange Board of Education, in the County of Essex, in the State of New Jersey hereby increases its bid threshold to *\$36,000 for QPA* and its quotation threshold to *\$5,400* and

BE IT FUTHER RESOLVED, that the governing body hereby appoints Mark Kenney as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education.

CERTIFICATION

I, Mark Kenney, Secretary of *West Orange Board of Education*, in the County of Essex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the governing body of the West Orange Board of Education, County of Essex, State of New Jersey at a regular meeting of said governing body, held on July 20, 2010.

Mark A. Kenney,
Business Administrator/Board Secretary

The Public Schools
West Orange, New Jersey 07052
Telephone: 973 669-5400
Fax: 973 669-1979

Buildings and Grounds Department

Robert Csigi, CEFM 
Director Buildings and Grounds

179 Eagle Rock Avenue

MEMORANDUM

NOTICE OF RFP CONTRACT RECOMMENDATION

CONTRACT TITLE: Energy Audit – District Wide

DATE for RFP: May 22, 2012

BIDDERS REQUESTING NOTICE: RFP'S RECEIVED: JUNE 15, 2012

ANALYSIS OF RFP'S RECEIVED AND ACCEPTANCE BY BOARD:

NAME OF FIRM

AMOUNT RFP

CDM Smith

See Attached Spreadsheet

RECOMMENDED FOR AWARD: CDM Smith

CONTRACT AMOUNT: \$62,860.00

DEPARTMENT(S): Buildings and Grounds

ACCOUNTING DISTRIBUTION: 12.000.400.722.16.03



July 2, 2012

Robert Csigi
 Director of Buildings & Grounds
 West Orange Board of Education
 179 Eagle Rock Avenue
 West Orange, NJ 07052

Dear Robert:

Thank you for applying to participate in the Local Government Energy Audit Program, a New Jersey Board of Public Utilities Clean Energy Program managed by TRC. We are pleased to inform you that the facilities listed below have been approved to receive an incentive based on the information you supplied. **You may now enter into a contract with the auditing firm indicated below for audit costs listed below.** Please reach out to the firm in a timely manner and schedule an initial meeting in order to begin the auditing process. This incentive commitment is valid until the Expiration Date indicated. The audit must be completed, and **a draft of the audit report must be received by TRC by the expiration date** or the Program commitment to you may expire. Should you need an extension, please submit your request in writing to us prior to the expiration date.

Applicant Entity:	West Orange Board of Education
Auditing Firm Awarded:	CDM Smith
Expiration Date:	01/02/2013

Application Number	Facility Name	Square Footage	Eligible Audit Cost*
03386MA	West Orange High School	381,668	\$20,965.00
03387MA	Administration Building	35,700	\$1,945.00
03388MA	West Orange Bus Garage	42,201	\$2,305.00
03389MA	Edison Central 6 School	82,510	\$4,575.00
03390MA	Liberty Middle School	115,741	\$6,430.00
03391MA	Roosevelt Middle School	111,738	\$6,000.00
03392MA	Gregory Elementary School	61,666	\$3,370.00
03393MA	Hazel Elementary School	44,290	\$2,515.00
03394MA	Mount Pleasant Elementary School	41,992	\$2,305.00
03395MA	Redwood Elementary School	53,176	\$2,940.00
03396MA	Pleasantdale Elementary School	76,071	\$4,145.00
03397MA	Washington Elementary School	57,588	\$3,060.00
03398MA	St. Cloud Elementary School	42,186	\$2,305.00
Total:		1,146,527	\$62,860.00
Approved Program Incentive (100% of Total Cost):			\$62,860.00

* The *Eligible Audit Cost* is the portion of the audit cost eligible for an incentive based on the Program's annual incentive cap of \$100,000 per entity.

**West Orange Board of Education
Energy Audit Quote Results**

CDM Smith **\$62,860**
60 Crossways Park Drive West, Suite 415
Woodbury, NY 11797
Contact: Christopher Kozenko
516 496-8400
KorzenkoCA@cdmsmith.com

Concord Engineering Group **\$64,999**
520 S. Burnt Mill Road
Voorhees, NJ 08043
Contact John Marchiafava
856-427-0200 x 150
jmarchiafava@ceg-inc.net

Steven Winter Associates **\$74,026**
2227 US Highway 1 #283
North Brunswick, NJ 08902-4402
Contact: Lauren Brust
866-676-1972 x 298
lburst@swinter.com

Dome-Tech Group **\$74,226**
510 Thornall Street, Suite 170
Edison, NJ 08837
Contact: Erik Miller
732-590-0122 x 125
E_miller@dome-tech.com

Clough Harbour and Associates **\$79,639**
6 Campus Drive
Parsippany, NJ 07054-4406
Contact: Paul Van Gelder
973-538-2120 x 231
pvangelder@chacompanies.com

LOCAL GOVERNMENT ENERGY AUDIT PROGRAM GRANT RESOLUTION

PURSAUANT TO DLGS AUTHORIZATION

(Grant submission, grant acceptance, budget amendment, contract award, and certification of availability of funds)

WHEREAS, the West Orange Board of Education desires to apply for a Local Government Energy Audit Program grant from the New Jersey Board of Public Utilities, Office of Clean Energy in the amount of \$62,860 for the purpose of conducting an energy audit; and,

WHEREAS, the West Orange Board of Education has previously submitted Part A of the Application to the Office of Clean Energy and has completed Part B of the Application, including scope of work; solicitation of quotations from vendors; a recommendation and cost proposal from West Orange Board of Education who has been determined to be the most advantageous, price and other factors considered; and facility data forms for each facility to be audited; and,

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and,

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount; and,

WHEREAS, the West Orange Board of Education may, by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and;

WHEREAS, a Request for Proposals was issued under State Contract #T2545 and five (5) proposals were received and evaluated, with CDM Smith being recommended as the most advantageous, price and other factors considered;

NOW, THEREFORE, BE IT RESOLVED, that upon notice of the Board of Public Utilities' Office of Clean Energy, the West Orange Board of Education herewith accepts the award of a grant to conduct an energy audit in the amount of \$62,860, and,

BE IT FURTHER RESOLVED that the Director of the Division of Local Government Services is requested to approve the insertion of an item of revenue in the budget of the year 2012-2013 in the sum of \$62,860 which is anticipated to be available from the Office of Clean Energy from the aforementioned Grant; and,

BE IT FURTHER RESOLVED, that the like sum of \$62,860 is hereby appropriated under the caption building improvements; and,

BE IT FURTHER RESOLVED, that the sum of \$62,860 representing the amount required for the West Orange Board of Education share of the aforementioned undertaking appears in the 2012-2013 budget under the caption of building improvements and is hereby appropriated under the caption of building improvements and,

BE IT FURTHER RESOLVED that upon receipt of the Notice of Award from the Office of Clean Energy that Mark Kenney is authorized to enter into a contract with CDM Smith pursuant to the proposal received for said services; and,

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the services are ordered, and a separate certification of availability of funds is made by the Chief Finance Officer; and,

BE IT FURTHER RESOLVED that a copy of Part A and cover sheets of Part B Forms of the Local Government Energy Audit Program grant application be annexed hereto and a copy be submitted to the Director of the Division of Local Government Services with this resolution.

Resolution No.: _____

Offered by: _____

Seconded by: _____

Adopted: _____

Clerk: _____

Vote: Aye:

Nay:

Abstain:

Date: _____

I, Mark Kenney, Business Administrator/Secretary of the West Orange Board of Education in the County of Essex, and the State of New Jersey do hereby Certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the West Orange Board of Education at its meeting of _____.

The Public Schools
West Orange, New Jersey

Public Agenda
Date: 7/23/12
Attachment # 25

To: Mark Kenney
From: Terry Granato
Date: July 17, 2012
Re: Agenda Item

Please place the following item on the West Orange Board of Education Meeting agenda of July 23, 2012 under Finance.

“Recommend submission of the amended No Child Left Behind (NCLB) Consolidated Grant for fiscal year 2012 in the amount of \$1,085,457. Amended application includes the transfer of reserved transportation funds in the amount of \$170,143 for Hazel Elementary School SINI Status into professional and purchased services.”

See *Title I Amended Budget* attached.

Thank you.

C: K. Papa
I. Solomon

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**STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION**

EWEG
Electronic Web-Enabled Grant System

Applicant: 13 5680 WEST ORANGE Essex County

Application Sections NCLB Title I Part A

Application: 2011-2012 NCLB Consolidated - 00
Amendment 1

Project Period: 9/1/2011 - 8/31/2012

Printer-Friendly

[Click to Return to Application Select](#)

Cycle:

[Click to Return to Menu List / Sign Out](#)

Budget Summary

[Instructions](#)

The application has been submitted. No more updates will be saved for the application.

Function / Object	Expenditure Category	Public Amount	Nonpublic Amount	Total Amount
100	Instruction			
100-100	Salaries	\$388,422	\$0	\$388,422
100-300	Purchased Services	\$119,000	\$0	\$119,000
100-500	Other Purchased Services	\$0	\$0	\$0
100-600	Instructional Supplies	\$22,051	\$0	\$22,051
100-800	Other Objects	\$0	\$0	\$0
200	Support Services			
200-100	Salaries	\$61,300	\$0	\$61,300
200-200	Benefits	\$82,374	\$0	\$82,374
200-300	Prof and Tech Services	\$115,353	\$0	\$115,353
200-400	Purchased Property Services	\$0	\$0	\$0
200-500	Other Purchased Services	\$24,088	\$0	\$24,088
200-600	Supplies and Materials	\$3,867	\$0	\$3,867
200-800	Other Objects	\$0	\$0	\$0
200-860	Indirect Cost Approved Rate 0% Derived Rate 0%	\$0	\$0	\$0
400	Fac. Acq. and Construction Ser.			
400-720	Building	\$0	\$0	\$0
400-731	Instructional Equipment	\$0	\$0	\$0
400-732	Non Instructional Equipment	\$0	\$0	\$0
520	Schoolwide			
520-930	Schoolwide Blended	\$0	\$0	\$0
	Program Administration			
	Program Admin			\$42,830
Total Budgeted		\$816,455	\$0	\$859,285
Total Available				\$859,285
Amount Remaining				\$0

The Public Schools
West Orange, New Jersey
NCLB FY 2012

Budget Amendment – Title I

2010-2011 Function/Object	Expenditure Category	Hazel	Washington	District	Neglected Amount	Adjusted Amount
100-100 \$388,422	Teacher Salaries	Hazel: 1.17 F.T.E. 118,486	Washington: 3.1 F.T.E. 269,936			
100-300 \$119,000	Purchased Services: Computer-Assisted Instruction SuccessMaker	32,000			2,000	85,000
100-600 \$22,003 48 (carryover)	Instructional Supplies: READ 180 materials/licenses/maintenance fees Everyday Math Supplementary Resources F & P Literacy Intervention Resources Literacy/Math instructional supplies Instructional software	10,000	10,000		2,003	48
200-100 \$61,300	Other Salaries: Saturday Academy at Hazel NJ ASK Extended Learning Time – Washington K-1 Placement Assessment/ Summer Testing Program Life Skills Training Program	32,000	11,000	6,300	4,200	7,800
200-200 \$82,374	Employee Benefits: TPAF FICA	23,697 2,448	53,987 842	482	321	597
200-300 \$115,353	Professional Services: Consultant Fees to include: Math Trainings (Everyday Math) Lesley University Literacy Training Benchmark Training READ 180 Support Training – Next Generation Parent/Teacher Trainings/Meetings Adult ESL Literacy Class (Washington, Hazel)	20,000 (SINI) 3,007	8,000 4,000	15,000		65,346

2000	Other Purchased Services:					11
\$24,088	Hazel SINI – Transportation (Reserve) Conferences/Seminars (Staff) Travel Professional Resources National Title I Conference Professional Dues - Essex County NCLB Title I Roundtable, NJAFPA Parent Involvement Activities & Resources Refreshments	4,368	2,000	4,820		
200-600	Supplies & Materials: Office Supplies General Supplies Misc. Refreshments	500	1,000			
TOTAL CARRYOVER TOTAL		867	1,000	1,000	\$198,745	170,143
		\$247,373	\$361,765	\$198,745	\$8,524	48

Budget Summary – Title I Administrative Costs

Function/Object	Expenditure Category	Public Amount	Neglected Amount
Program Administration	5% Program Administrative Costs: Salary Benefits: TPAF	30,000 6,000	
Saturday Academy at Hazel	Administration of Program: Salary Benefits: FICA	6,000 830	
TOTAL		\$42,830	

*The Public Schools
West Orange, New Jersey*

*Public Agenda
Date: 7/23/12
Attachment # 26*

To: Mark Kenney
From: Terry Granato
Date: July 17, 2012
Re: Agenda Item

Please place the following item on the West Orange Board of Education Meeting agenda of July 23, 2012 under Finance.

“Recommend approval of the Proposal to the West Orange Board of Education Diversity-Equity Action Plan for fiscal year 2012-2013 in the amount of \$20,036.00. Equity Proposal is based on the recommendations made to the board by LCW Consulting upon completion of their assessment of the district’s equity and diversity needs conducted in 2011.”

See *Proposal to the West Orange Board of education Diversity-Equity Action Planning* document attached.

Thank you.



EDUCATORS

for

SOCIAL

RESPONSIBILITY

23 Garden Street
Cambridge, MA 02138

PROPOSAL TO THE WEST ORANGE BOARD OF EDUCATION DIVERSITY-EQUITY ACTION PLANNING

Educators for Social Responsibility (ESR)

ESR works directly with educators to implement systemic practices that create safe, caring, and equitable schools so that *all* young people succeed in school and life, and help shape a safe, democratic and just world. Based at 23 Garden Street in Cambridge, MA, ESR is a national leader in school reform and provides professional development, consultation, and educational resources to adults who teach young people in preschool through high school. We have been providing high-quality professional services for 28 years.

ESR creates, disseminates and teaches core practices that reduce educational disparities and facilitate equal access to quality instruction and opportunities for students. ESR helps schools build a positive climate and culture, a disciplined and supportive learning environment, and personalized, high achieving classrooms that promote healthy development and academic success for *all* students.

We also help students develop and strengthen social skills, emotional competencies, and qualities of character that increase personal and interpersonal efficacy and cultivate social responsibility. ESR helps schools build high quality social and emotional learning programs and initiatives that promote respect and help to reduce intolerance, harassment and bullying, and risky and aggressive student behaviors.

ESR has a long history and a wealth of experience facilitating the change process and much practical expertise in how to create positive learning environments in schools. We are currently providing a range of services in over 200 schools nationwide.

Part I: Consultation/Training with the District Equity Committee

Goals

ESR proposes to facilitate a process that builds upon the recent equity report and translates its recommendations into an action plan.

Outcomes

As a result of this process:

1. The district will have established a diversity-equity committee comprised of staff, parents, and school community members that focuses on school climate-culture issues as it relates to diversity
2. The district will have developed specific goals and an action plan to address recommendations in the recent equity report

Work Plan/Activities

1. Consult with the superintendent and identified staff regarding the recent equity report, highlight potential district goals, and discuss composition of a district diversity-equity committee (half day)
2. Presentation of district diversity goals to school leaders and district stakeholders based on equity report and consultation with superintendent and identified staff (half day)
3. Consult, assist, and co-facilitate with the identified staff in order to form a diversity equity committee (1.5 days)
4. Facilitate a three-day retreat of the diversity-equity committee to develop 2011-2012 goals and an action plan (3 days)

Budget:

\$13,786 (Inclusive of honoraria, travel, materials, supplies and incidentals)

PART II. BECOMING A CULTURALLY RESPONSIVE TEACHER: Meeting Students' Cultural and Developmental Needs

Culturally responsive teaching is “an approach to teaching that meets the challenges of cultural pluralism... it has to respect diversity; engage the motivation of all learners; create a safe, inclusive and respectful learning environment; derive teaching practices from principles that cross disciplines and cultures; and promote justice and equity in society.” – Ginsberg and Wlodkowski, Diversity and Motivation: Culturally Responsive Teaching in College

Essential Question:

How does awareness of diversity help us create classrooms where differences are acknowledged, intentionally planned for, normalized, and welcomed to increase student engagement and learning?

Participants will learn:

- Personal and cultural perspectives that shape who we are as teachers (we need to know ourselves)
- How differences of race, ethnicity, gender, sexual orientation, family, religion or social class influence adolescents' experiences of learning and how they learn (we need to know our students)
- Culturally responsive practices to build a safe, welcoming and engaging classroom culture (we need to know the culture of our school and shape the culture of our classroom)
- National data trends that relate to cultural differences, teaching and learning, and classroom management and discipline

Participants will be able to:

- Capitalize on students' cultural backgrounds to support engagement
- Use communication and problem solving skills that reflect an understanding of cultural differences
- Develop opportunities for students to learn about the history and culture of all student groups in order to establish a safe and inclusive classroom climate
- Build a personalized high performing community of learners who engage effectively and efficiently in whole group, small group, and independent student work
- Learn foundational skills to interrupt bias and harassment, identify stereotyping, and encourage students to become good allies

Budget:

Total for a 2 day Institute: \$6,250 (includes honoraria, travel, materials, supplies and incidentals)

Lead Consultant: Mary James Edwards

Mary James Edwards has worked in the field of education for over thirty years. She began her career as a social studies teacher first at the middle school level in Manalapan, NJ and then later at Columbia High School in South Orange/Maplewood, NJ. After

several years at the high school, Ms. Edwards became the District Diversity Coordinator and served as the Affirmation Action Officer. In this role she was responsible for developing and presenting staff development workshops on issues related to equity and tolerance. It was also in this role that she served as the site coordinator for the Resolving Conflict Creatively Program (RCCP). Ms. Edwards was the lead trainer working with teachers, students, administrators and parents. She was able to turnkey the program in such a way that even though she has moved on, the program continues.

Ms. Edwards currently works nationally with Educators for Social Responsibility as an Education Consultant to schools and school districts. She supports schools with school climate and culture issues, *Guided Discipline and Student Support*, and the implementation of advisory programs. She has taught courses in Conflict Resolution and Peaceable Schools at Lesley University in Cambridge, Massachusetts, and Advanced Field Experience in the Department of Curriculum and Teaching at Montclair State University in NJ. Ms. Edwards received her BA in History from American University in Washington, DC and her M.Ed. from Seton Hall University in New Jersey.

