

WEST ORANGE BOARD OF EDUCATION
Public Board Meeting - 8:00 p.m. – February 11, 2013
West Orange High School
51 Conforti Avenue

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 January 10, 2013.
- 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 January 28, 2013 (Att. #1)

IV. SUPERINTENDENT’S AND/OR BOARD’S REPORTS

- A. First Reading of the Following Board Policies:
Relations With Vendors 3327.00

V. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS

A. PERSONNEL

1. Resignations

- a.) Superintendent recommends approval of the following resignation(s):

**Sunne-Ryse Smith, School Psychologist, Pleasantdale School,
effective 3/31/13**

Judith Longo, Library Media Specialist, Washington School, for retirement purposes, effective 7/1/13

Francine Royal, Part-time Bus Monitor, Transportation Department, for retirement purposes, effective 1/28/13

2. Appointments

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

Rosa Guzman, Spanish Teacher, WOHS, maternity leave replacement, BA-1, \$247.25 per diem, effective 2/25/13-6/21/13 (replacement)

Andrea Sadow, Guidance Counselor, Pleasantdale School, maternity leave replacement, MA-1, \$264.02 per diem, effective 2/20/13-6/21/13 (replacement)

Stephanie Edwards, Kindergarten In-class Resource Room Teacher, Redwood School, maternity leave replacement, BA-1, \$247.25 per diem, effective retroactive to 1/17/13-6/21/13 (replacement)

Angela Nevins, Lunch Aide and Clerical Aide, St. Cloud School, \$17.00/hour and \$17.50/hour, respectively, effective retroactive to 2/8/13 (replacement)

The following Lunch Aides, Redwood School, an additional 2.5 hours/day, \$17.00/hour, effective 2/12/13, for student support/safety:

- Michele Pasquale**
- Lydia Santarella**
- Yveline Curtis**
- Patty Stefanelli**
- Rocio Diaz**

Deborah Zarro, Administrative Assistant, Student Support Services, Stipend for Professional Development, National Association of Educational Office Personnel, \$2,416, effective retroactive to 1/15/13

Co-curricular appointments, Fine Arts, for the 2012-2013 school year:

- Rescind Judith Flower, Costumer/Costumes**
- Appoint Catherine Gray Carney, Costumer/Costumes, \$2,312**

Test Site Coordinators for SATs on June 1, 2013 and ACT on February 9 and June 8, 2013, at an hourly rate of \$73:

- Aldo Casale
- Lou Pallante
- Kathryn Furey (Alternate)
- Madelin Fernandez-Perez (Alternate)

Spring 2013 coaches:

- James Casalino, Assistant Varsity Softball Coach, WOHS, \$8,254
- Candice Pastor, Assistant Junior Varsity Softball Coach, WOHS, \$8,254
- Michael Marini, Assistant Freshman Softball Coach, WOHS, \$8,254
- Matthew Kenney, Baseball Coach, Roosevelt School, \$4,817

Additions to the 2012-2013 Substitute List as per the attached (Att. #2)

Staff to provide home instruction on an “as needed” basis for the 2012-2013 school year (Att. #3)

3. Leave(s) of Absence

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

Maria Orban, Instructional Assistant, Pleasantdale School, unpaid medical leave of absence, effective 2/22/13-5/1/13, or until released by physician

4. Transfers

- a.) Superintendent recommends approval of the following transfer(s):

Todd Cohen, LLD Teacher, Liberty School, to LDTC, Liberty and Roosevelt Schools, effective 3/4/13

5. Superintendent recommends approval of lateral movements on salary guide for course completion, as per WOE contract, retroactive to September 1, 2011 and January 1, 2012 as stipulated

6. Superintendent recommends approval of disposition of status of employment for J.R. as stipulated in closed session.

7. Superintendent recommends approval of resolution to abolish the position of Director of Communications.

8. Superintendent recommends approval of a title change for Terry Granato to Program Director of the NCLB Program, Grants Management and the Basic Skills Program with a salary adjustment to MA+32-8, \$139,850.75, prorated and retroactive to 2/1/13

B. CURRICULUM AND INSTRUCTION

1. Recommend approval of the following course endorsed by the Curriculum Council for implementation in September, 2013: (Att. #4)
 - ESL Study Skills
2. Recommend approval of the following Field Trip request for the 2012-2013 school year:

<u>Date</u>	<u>Group</u>	<u>Destination</u>
3/14/13	25 WOHS Students	Cedar Grove – Essex County Police Academy

C. FINANCE

1. Recommend approval of the 2/11/13 Bills List: (Att. #5)

Payroll/Benefits	\$ 7,404,878.92
Transportation	\$ 256,404.96
Special Ed. Tuition	\$ 419,581.37
Instruction	\$ 149,441.78
Facilities	\$ 174,110.84
Capital Outlay	\$ 64,804.75
Grants	\$ 263,801.31
Food Service	\$ 17,061.91
Capital Projects	\$ 171,162.16
Debt Service	\$ 63,674.38
Textbooks/Supplies/Athletics/Misc.	\$ 123,318.29
	<u>\$ 9,108,240.67</u>

2. Recommend approval for service contract agreement with Spectrum ABA Services, LLC for ABA Support Services for student for the 2012-2013 school year in an amount not to exceed \$5,000.
3. Recommend approval to donate books weeded from the LMC collection at WOHS to “Adopt One Village”, a philanthropic organization in West Orange.

D. REPORTS

1. The Board of Education recognizes receipt of the HIB report through 2/11/13

- 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 February 26, 2013 at West Orange High School.**
- VIII. PETITIONS AND HEARINGS OF CITIZENS**
- IX. ADJOURNMENT**

Substitute for 2012-2013		
11-Feb-13		
Pending Completion of Paperwork		
Name		Subject Area
Acevedo, Louis		Teacher
Agbonlahor, Destiny		Teacher
Arnette-Hayes, Jenissa		Teacher
Arigemma, Kathleen		Teacher
Campbell, Scot		Teacher
Capasso, Anthony		Teacher
Caruso, Mario		Teacher
Casalino, James		Teacher
Chedid, Jessica		Teacher
Cosentino, Rose		Admin.Asst
Dominique, Natalie		Teacher
Dotro, Michelle		Nurse
Dyer, Maria Elena		Teacher
Ebler, Noelle		Teacher
Esquerre, Michael		Teacher
Ezidiegwu, Daniel		Teacher
Favetta, Amy		Teacher
Gaujean-LaMar, Natasha		Teacher
Giambrone, Lisa		Teacher
Halen, Laura		Teacher
Hill, Darlene		Teacher
Hinton, Samantha		Teacher
Jones-Wilcher, Angelita		Teacher
Kehoe, Anne		Teacher
Lombardo, Isabella		Teacher
Maksom, Frances		Teacher
Miller-Timen, Arielle		Teacher
Moore-Littlejohn, Antoinette		Teacher
Pope, Brittany		Teacher
Prezsiosi, Jennifer		Admin. Asst
Rimassa, Patrick		Teacher
Rowek, Raymond		Lunch Aide
Santos, Ruffi		Teacher
Spano, Rebecca		Teacher
Sparman, Michael		Teacher
Stoudermire, Maya		Teacher
Taggart, Daniel		Teacher

WEST ORANGE PUBLIC SCHOOLS
DEPARTMENT OF STUDENT SUPPORT SERVICES

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

MEMORANDUM

DATE: January 31, 2013

TO: Mr. James O'Neill, Interim Superintendent

FROM: Constance Salimbeno,  Director
Student Support Services

SUBJECT: Agenda Item
Approval of Home Instruction for Certified Teaching Staff

Recommend approval for the attached list of staff to provide home Instruction, on an "as needed" basis, for the 2012-2013 school year.

CS: idg

C: Denise Keastead, Payroll Dept.
Jan Donato, Payroll Dept.
Kathy Papa

Applicants to provide Home Instruction – 2012-2013

District Employees

<u>Name</u>	<u>Where Employed</u>	<u>Certifications</u>
Gonzalez, Cristina	WOHS	HQT: Mathematics
Ficuciello, Peter	WOHS	HQT: Earth Science
Tavarone, Paul	WOHS	HQT: Earth Science
Craffey, Colleen	Gregory	HQT: Elementary Education
Ciemniecki, Richard	WOHS	HQT: Math, Chemistry, Physics

*The Public Schools
West Orange, New Jersey*

Public Agenda
Date: 2/11/13
Attachment # 4

To: Mr. James O'Neill, Superintendent
From: Donna Rando, Ed.D., Assistant Superintendent
Date: February 6, 2013
Re: New Course Proposal



At the January 31, 2013 Curriculum Council meeting, the course listed below was endorsed by the Curriculum Council pending Board of Education approval:

- ESL Study Skills

Upon approval, the course will be offered at West Orange High School in September, 2013.

Thank you.

C: Mr. M. Kenney

Revised 10/11

The Public Schools
West Orange, New Jersey

For Use of Curriculum Office
Date Proposal Submitted:
To Office of Curriculum: 1/30/13
To Curriculum Council: 1/31/13
To Superintendent: 2/6/13
To Board of Education: 2/11/13

New Course Proposal

I. Proposed Course Information

A. Proposed Course ESL Study Skills (5-Credit course)

B. Sponsor of the Proposal Ana Marti

C. Department(s) or Area(s) ESL (English as a Second Language)

D. Projected Date of Implementation September 2013

E. Grade(s) 9th - 12th

F. Level (s) English as a Second Language
(Regular, Special Education, Honors, Advanced Placement)

G. This course is:

- A revision of _____
- A course to replace ESL 1 Tutoring (Non-credited course)
- A new course _____

H. This course is: Required Elective Full Year Semester

Other (Specify) required for all ESL freshmen, students on their first year of ESL at WOHS and who have not attended any high school in the USA

I. Intended Pre-requisite/Co- requisite: _____

II. Overview: Describe the nature of the new course in terms of the following:

A. Course Objectives:

The objective of the course is to provide instruction and guided practice in the areas of note taking, organization, test taking, listening, research, and writing skills. Study skills are best taught in context of the academic classes in which students are enrolled. Therefore, the materials used will reflect actual texts and coursework assigned across the content areas. Special attention will be paid to the instruction of study habits specific to the core subject areas. Students enrolled in ESL Study Skills will explore different learning strategies and gain an understanding of their own learning style and preference in order to capitalize on strengths.

B. Common Core Standards/Core Curriculum Content Standards: *Include specific standards and cumulative progress indicators*

WIDA English Language Proficiency (ELP) Standards
The WIDA Consortium's English Language Proficiency Standards for English Language Learners (ELLs) in Grade 9 through Grade 12 are:

- English language learners communicate in English for SOCIAL AND INSTRUCTIONAL purposes within the school setting.
- English language learners communicate information, ideas, and concepts necessary for academic success in the content area of LANGUAGE ARTS.

- English language learners communicate information, ideas, and concepts necessary for academic success in the content area of MATHEMATICS.
- English language learners communicate information, ideas, and concepts necessary for academic success in the content area of SCIENCE.
- English language learners communicate information, ideas, and concepts necessary for academic success in the content area of SOCIAL STUDIES

For each WIDA standard students will reach the appropriate CAN-DO indicator for their respective levels of English proficiency: Entering through Developing in the modes of listening, speaking, reading, and writing. See attached document for further details.

C. 21st Century Life and Careers Standards: *Include specific standards and cumulative progress indicators*

Standards 9.1 (Career and Technical Education)

- Career Awareness and Planning
- Employability Skills

Standards 9.2 (Consumer, Family and Life Skills)

- Critical Thinking
- Interpersonal Communication
- Safety

D. Technology Standards: *Include specific standards and cumulative progress indicators*

NJCCCS 8.1: All students will use digital tools to access, manage, evaluate, and synthesize information in order to solve problems individually and collaboratively and to create and communicate knowledge.

E. Cultural Diversity: *Review of instructional materials (provide examples)*

The students' cultures and beliefs will be respected and incorporated into the instruction as much as possible. Their previous schooling and learning strategies will be used to make connections between their previous academic experiences and their new American experiences and expectations. Reflection on the cultural aspects of a society gives students the opportunity to gain insight into their own cultures. Materials will be reviewed to ensure cultural sensitivity and appropriateness.

III. Needs Assessment: *Identify the instructional, administrative, and/or student need(s), etc., being addressed by this course.*

Research indicates that many ESL students perform poorly in their studies because in addition to their lack of English proficiency, they never learned how to study. Standardized test scores substantiate this fact. Teaching ESL students how to study is as important as teaching the subject matter of a course. ESL Study skills will help students achieve not only in school work but also in their lives outside of school. The goal of this course is to equip students with the knowledge and strategies they need to learn. These strategies are study skills. Learning study skills will allow them to organize themselves, process new information efficiently, make critical decisions about that information, and access it at a later time.

IV. Rationale: *Explain how this course would meet the needs identified in above item III.*

ESL students arrive in West Orange from all over the world. These students learning English have had all types of academic experiences. Some come to our district performing on grade level in their native language. Others come to us with a severely interrupted educational history. Others fall in between. The one common issue they all share is that they lack the learning strategies and the skills to analyze academic subjects. ESL Study Skills aims at providing the English Language Learners (ELLs) with the tools necessary to be successful in American schools.

ESL Study skills will provide the ELLs with the tools required to be independent, strategic, and proactive learners. This course will help to prepare ELLs for high-stakes tests and the globally competitive job market of the future.

Study skills that will be covered:

- Note Taking
- Doing Homework Effectively
- Reading and analyzing a Math Text
- Reading and analyzing a Science Text
- Reading and analyzing a Social Studies Text
- Creating Note Cards
- Learning and Working in Groups
- Writing Conventions in English
- Test Preparation
- Practice Quizzes
- Test Analysis
- Time Management
- Test Anxiety
- Learning Styles
- Decoding Academic Language
- Using Resources to Understanding Content Texts
- Conducting Research
- Organizational Skills
- Navigating the American Educational System
- How to read an American Report Card
- Understanding the Meaning of the GPA
- Recognizing Context Clues
- Using the School and Public Library to Find Information

Students will be able to explain these three elements for every study skill:

- When do I use this strategy/skill?
- How do I use this strategy/skill?
- Why do I choose this specific strategy/skill instead of another?

As an outcome of this course ELLs will:

- Demonstrate higher confidence in their academic performance in the content areas
- Become more effective and efficient learners
- Will make better decisions related to their academic future

V. Proposal: *Outline the proposal by providing information listed below.*

A. Impact upon Scheduling/Staffing Needs:

This course will replace ESL 1 Tutoring which is course for which the students currently receive not credit and that covers essentially the same topics. ESL 1 Tutoring is currently attached to the ESL 1 course, and is offered only to the same group of students. ESL Study Skills will be open to all students at the beginning stage of English proficiency, new to West Orange High School, who have not taken a comparable course elsewhere, and who can benefit from it.

B. Textbooks, Materials, Equipment, Technology Needs (List hardware and software)

There will be no additional materials or equipment needed. In the event that books or resources need to be purchased, Title III funds will be utilized for this purchase.

C. Curriculum Writing Needs: *Please check*

- Revision
- New
- Other (specify):

A curriculum map specifying topics, time frames, resources, and strategies will be developed during the summer months.

D. Staff Development Needs

ESL teachers who now teach the ESL 1 Tutoring will teach the Study Skills course.

E. Budgetary Request: *Include cost for above item B*

No budgetary expenditure is foreseen at this time. Any need to purchase materials will be funded through the Title III grant.

VI. Review of Interested Parties: *Identify all constituents, including school name, who have reviewed this proposal prior to submission and briefly outline any comments that have been made.*

The need for this course and the format that it will follow has been discussed with the high school principal, Mr. Moore. The addition of this course has been discussed with ESL teachers, ESL guidance counselors, the ESL supervisor, the Assistant Principal at WOHs in charge of Scheduling, and the Assistant Principal at WOHS in charge of Curriculum and Instruction. All agree that this will be a beneficial course for the intended audience.

VII. Evaluation Process: *Identify evaluation process, person's responsible and anticipated timeline to assess the effectiveness of the course objectives with anticipated outcomes.*

The Supervisor of English as a Second Language is responsible for overseeing the progress of the course and as such will continue to monitor the delivery of instruction to ensure its. Feedback on the program will be sought from all stakeholders (the students, parents, and teachers) and action plans developed to identify areas requiring improvement. Student performance on assessments will document students' acquisition of skills.