

# MADISON BOARD OF EDUCATION

Leslie Lajewski, *Board President*  
Lisa Ellis, *Board Vice President*



Mark Schwarz, *Superintendent of Schools*  
Gary Lane, *Board Secretary*

## PUBLIC MEETING AGENDA

Date: **December 18, 2018**  
Time: **7:30 p.m.** Executive Session  
**7:45 p.m.** Public Session  
Location: Alice Perlaw Library Media Center, 170 Ridgedale Avenue, Madison, New Jersey 07940  
Public WiFi: Network ID: **MPS\_Guest2**; Password: **boardtemp**

### 1. CALL TO ORDER

#### ROLL CALL:

Mrs. Ellis		Mrs. Habib		Mr. Irwin		Dr. Piskula	
Mrs. Reddy		Mrs. Yousey		Mr. Singh		Ms. Lajewski	

### 2. RECESS TO CLOSED SESSION

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve as follows:

Resolved: that the Board of Education move into closed executive session for the purpose of discussing confidential personnel and legal issues. It is anticipated that the Board will be in closed session for up to 0.5 hours and action may be taken in public session afterward. Discussion conducted in closed executive session shall be disclosed to the public to the extent permitted by law that making such matters public shall not be inconsistent with the Open Public Meeting Act.

VOICE VOTE: \_\_\_\_\_

Time: \_\_\_\_\_

### 3. RECONVENE TO PUBLIC SESSION

Time: \_\_\_\_\_

### 4. FLAG SALUTE

### 5. NOTICE OF MEETING

In compliance with the Open Public Meetings Act, Chapter 231, Laws of New Jersey, 1975, notice of this meeting has been sent to the Madison Eagle, the Daily Record and has been posted in the Board of Education Office, the Borough Hall, the Madison Railroad Station, the YMCA, the Madison Library, all school buildings and on the district's website. The public is invited to attend. This evening's meeting constitutes an official Public Meeting of the Board of Education. Action may be taken.

If needed, the Board will convene into Executive Session to discuss matters permitted pursuant to NJSA 10:4-12. Upon conclusion of the Executive Session, the Board will return to Regular Session at which time public action may be taken.

### 6. ROLL CALL

Mrs. Ellis		Mrs. Habib		Mr. Irwin		Dr. Piskula	
Mrs. Reddy		Mrs. Yousey		Mr. Singh		Ms. Lajewski	

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7. REPORT OF THE BOARD PRESIDENT

8. OPEN TO THE PUBLIC *Open:* \_\_\_\_\_ *Closed:* \_\_\_\_\_

9. SUPERINTENDENT DISCUSSION ITEMS

- a. Superintendent Report
  - i. Board Meeting Dates for 2019
  - ii. District Goal Action Plans
- b. Education Report
  - i. Full Day Kindergarten Update
- c. Technology Report
- d. Facilities Report
- e. Finance Report
  - i. Auditor's Report

10. OPEN TO THE PUBLIC *Open:* \_\_\_\_\_ *Closed:* \_\_\_\_\_

11. EDUCATION AGENDA – Discussion Items

- a. Education Committee Report
- b. Proposed District Dress Code

12. EDUCATION AGENDA – Action Items

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, at the recommendation of the superintendent, approve the following:

- a. Travel  
Approve the school district travel.
- b. Field Trips  
Approve school field trips:

Sch	Gr.	# of Students	Class/ Group	Field Trip	Date	Location	Trans.	Cost/ Student
CAS	5th	46	5D	Jockey Hollow	2/27/19	Morristown, NJ	District Bus	\$0
CAS	5th	46	5C	Jockey Hollow	2/28/19	Morristown, NJ	District Bus	\$0
MJS	6-8	64	Student Council	Six Flags/ Great Adventure for Spring Awards Program	5/29/19	Jackson, NJ	1 District Bus; 1 Vendor Bus	\$65

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MJS	7th	108	Social Studies 7A	Metropolitan Museum of Art	6/3/19	1000 5th Avenue, NY	3 Vendor Buses	\$32
MJS	7th	108	Social Studies 7B	Metropolitan Museum of Art	6/10/19	1000 5th Avenue, NY	3 Vendor Buses	\$32
MHS	9-12	19	HN Italian AP Italian	Metropolitan Opera House	1/28/19	New York	District Bus	\$0
MHS	9-12	20	Life Skills Class	AMC Theatre Morristown	12/19/18	Morristown, NJ	District Bus	Train ticket and order at the counter (paid for by students)
MHS	9-12	19	Physics Team	NJ Physics Olympics	1/19/19	Monmouth Regional HS, Tinton Falls, NJ	District Bus	\$0
MHS	9-12	35	HN Spanish V	Spanish Theater Co.	2/21/19	New York	District Bus	\$25 admission
MHS	9-12	100	AP Stats/ Stats	Novartis	4/2/19	East Hanover, NJ	2 District Buses	\$0

**c. Policies and Regulations**

Approve the following policy for first reading:

P 5601 School Clearance Following Crisis Situation (New)

**d. Harassment, Intimidation and Bullying Report**

Approve the following HIB reports:

Investigation Number	Unconfirmed/Confirmed
KRS1819:02	Unconfirmed
KRS1819:03	Unconfirmed

**ROLL CALL:**

Mrs. Ellis		Mrs. Habib		Mr. Irwin		Dr. Piskula	
Mrs. Reddy		Mrs. Yousey		Mr. Singh		Ms. Lajewski	

**13. HUMAN RESOURCES AGENDA – Discussion Items**

**a. Human Resources Committee Report**

**b. Proposed Job Description**

Assistant Director of Facilities (new)

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**14. HUMAN RESOURCES AGENDA – Action Items**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, at the recommendation of the superintendent, approve the following:

**a. Resignations**

Approve the following resignations:

#	Action	Name	Position	Location	Effective Dates
1	Resignation	Pamela Gennaro	Teacher Assistant	CAS	12/31/18
2	Resignation	Allison Sommer	Teacher Assistant	KRS	1/11/19

**b. New Hires and Other Personnel Actions**

Approve the following new hires and other personnel actions:

#	Action	Name	Position	Replacing/ New	Location	Effective Dates	Salary/Rate	Account #
1	New Hire	Krista Mennella	Leave Replacement Teacher	Daniella Delaney	CAS	1/2/19 to 5/22/19	Day 1-20: \$100 per day; Day 21+: BA/1 \$53,083 (to be prorated)	--  11-120-100-101
2	New Hire	Michael Moore	Athletic Trainer	Megan Barclay	MHS	12/19/18 to 6/30/19	Trainer/1 \$69,341 (to be prorated)	11-402-100-101
3	New Hire	Margaret Redmond	Guidance Secretary	Carolyn White	MHS	1/14/19 to 6/30/19	Secretary/5 \$57,374 (to be prorated)	11-000-218-105
4	New Hire (former TA)	Hannah Schiller	Behavioral Disabilities Teacher	Stacie Cascio	KRS	12/19/18 to 6/30/19	BA/1 \$53,083 (to be prorated)	11-209-100-101
5	New Hire	Colleen Spadora	Leave Replacement Teacher	Jill Tyburczy	MJS	12/19/18 to 1/22/19	Day 1-20: \$100 per day; Day 21+: BA/1 \$53,083 (to be prorated)	---  11-130-100-101
6	New Hire	Wendy Zigon	Teacher Assistant	Hannah Schiller	KRS	12/19/18 to 6/21/19	TA/1 \$22,579 (to be prorated)	11-000-217-100
7	Revised Start Date	Emily Hart	Leave Replacement Teacher	Nicole Salazar	TJS	12/17/18 to 3/29/19	Day 1-20: \$100 per day; Day 21+: KWRAP/1 \$45,000 (to be prorated)	---  62-110-100-101

\* Pending NJ Criminal history review for fingerprinting.

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**c. Extra-Curricular Activities Rescission**

Rescind the extra-curricular activities appointment listed below:

	<b>Rescind Position</b>	<b>First Name</b>	<b>Last Name</b>	<b>18-19 Step</b>	<b>18-19 Stipend</b>
1	Marching Band Assistant	Scott	Dadaian	4	\$2,318

**d. Extra-Curricular Activities Additions/Revisions**

Approve the extra-curricular activities addition/revisions:

	<b>Position - Additions/Revisions</b>	<b>First Name</b>	<b>Last Name</b>	<b>18-19 Step</b>	<b>18-19 Stipend</b>
1	Marching Band Specialist	Scott	Dadaian		\$1,309.10 (prorate for weeks 6-10)
2	KRS Musical Director (split)	Donna	Ward	n/a	\$750
3	KRS Musical Director (split)	Alyssa	Fine	n/a	\$750
4	MHS Boys' Wrestling Assistant Coach (Step Correction)	Kevin	Braine	4	\$6,341

**e. Leave of Absence**

Approve the following leaves of absence:

<b>Name</b>	<b>Position/School</b>	<b>Paid/Leave</b>	<b>Unpaid/FMLA/NJFL</b>	<b>Return Date</b>
Donna Conley	TA/MJS	1/2/19-2/16/19	n/a	On or about 2/18/19
Nicole Salazar (Revised Dates)	KWRAP/TJS	TBD	TBD	On or about 4/1/19
Employee #2440	---	TBD	n/a	1/29/19 or sooner

**f. Additional Compensation**

Approve additional compensation:

<b>Staff Name</b>	<b>Type of Work</b>	<b>Dates</b>	<b>Cost/hr</b>	<b>Total Hours</b>	<b>Total Pay</b>
Silvana Berardo	Teaching a Sixth Class	11/30/18 to 1/4/19	\$37.50 per day	not to exceed 19 days	not to exceed \$712.50
Chris Monaco	Teaching a Sixth Class	12/11/18 to 1/18/19	\$37.50 per day	not to exceed 22 days	not to exceed \$825
Marcia Prill	Teaching a Sixth Class	12/11/18 to 1/18/19	\$37.50 per day	not to exceed 22 days	not to exceed \$825

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Noemi Cicconi	Translation Services	9/18/18, 9/28/18, 11/2/18, 11/14/18	\$46/hr	2.5 hours	\$115
Gloria O'Connor	Translation Services	9/4/18, 9/5/18, 9/7/18, 9/11/18, 9/24/18, 9/27/18, 9/28/18	\$46/hr	4.25 hours	\$195.50
Miles Bird	Assistance with STEAM Academy	7/9/18 to 8/3/18	n/a	n/a	\$900
Chia-Chi Chiang	Home Instruction for Student #5140078701	12/3/18 to 12/23/18	\$46	2 hours per week for 3 weeks	Not to exceed \$476
Michelle D'Amico	Home Instruction for Student #4680607346	1/2/19 to 4/5/19	\$46/hr	up to 100 hrs	Not to exceed \$4,600
Leslie Gentile	Home Instruction for Student #3306068968	1/2/19 to 2/1/19	\$46/hr	4 hours per week	not to exceed \$920
Patricia Loushine	Assist Student #9954378053 at Spring Musical Practice	12/3/18, 12/10/18, 12/17/18, 1/14/19, 1/15/19, 2/4/19, 2/5/19, 2/7/19, 2/11/19, 2/12/19	\$18/hr	19.5 hours	not to exceed \$351
Karen Smith	Home Instruction for Student #3306068968	1/2/19 to 2/1/19	\$46/hr	6 hours per week	not to exceed \$1,380
Colleen Kennedy	Home Instruction for Student #3306068968	1/2/19 to 2/1/19	\$46/hr	not to exceed 10 hours	not to exceed \$460
Robert Grundfest	Home Instruction for Student #7569464056	12/13/18 to 1/31/19	\$46/hr	not to exceed 14 hours	not to exceed \$644
Luis Largo	Home Instruction for Student #7569464056	12/13/18 to 1/31/19	\$46/hr	not to exceed 14 hours	not to exceed \$644
Veronica Tobia	Home Instruction for Student #3504839642	12/10/18 to 1/4/19	\$46/hr	not to exceed 6 hours	not to exceed \$276
<b>Barbara Neto</b>	<b>Teaching a Sixth Class (Revised dates)</b>	<b>9/4/18 to 6/21/19</b>	<b>n/a</b>	<b>n/a</b>	<b>\$7,500</b>

**g. Substitute Teachers for 2018-19 School Year**

Approve the following substitute teachers at a rate of \$100/day:

Name	
Katrina Anan	Sara Mikula*
Brianna Gero	Marissa Tavaglione

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Jason Lalak	Joanne Trimble
Kathryn McManus*	Yulia Fatula*

*\*Pending certification*

### **h. Practicum - Student Observation**

Approve the following college student observers through January 30, 2019:

Name	School	Type of Work	Anticipated Dates	Mentor/School
Alex Eberle	Drew University	Observation	12 weeks beginning 1/2/19	Megan Petersen/CAS

### **i. Policies and Regulations**

Approve the following policies and regulations for second reading:

P & R 1240 Evaluation of Superintendent

### **j. Job Descriptions**

Approve the following job descriptions for the 2018-19 School Year:

1. Assistant Superintendent for Curriculum, Instruction, and Personnel
2. Assistant Superintendent for Student and Family Services
3. Confidential Executive Secretary to the Superintendent (revised)
4. Confidential Secretary to Central Office (revised)
5. Director of Human Resources (revised)
6. Director of Facilities (revised, formerly Supervisor of Buildings and Grounds)
7. Coordinator of Technology (revised)
8. Athletic Trainer (revised)

### **k. Resolution of Indemnification**

WHEREAS, the Madison Board of Education has entered into a contract with Joseph Vespignani for the purpose of retaining Dr. Vespignani as Director of Human Resources, effective January 27, 2019; and

WHEREAS, the Board wishes to give Dr. Vespignani an opportunity to consult with current board administrators on critical personnel matters; and

WHEREAS, the Board seeks to protect Dr. Vespignani from any potential liability in connection with this consultation, which he has volunteered to perform without compensation,

NOW, THEREFORE, BE IT RESOLVED that the Board hereby agrees to provide Dr. Vespignani with indemnification consistent with N.J.S.A. 18A:16-6 as if he were an employee of the Board, from this date through the date on which he assumes the office of Director of Human Resources.

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ROLL CALL:

Mrs. Ellis		Mrs. Habib		Mr. Irwin		Dr. Piskula	
Mrs. Reddy		Mrs. Yousey		Mr. Singh		Ms. Lajewski	

**15. OPERATIONS AGENDA – Discussion Items**

- a. **Operations Committee Report**
- b. **Proposed Administrative Consultation & Board Retreat Facilitation by Dr. Peter Gorman**

**16. OPERATIONS AGENDA – Action Items**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, at the recommendation of the superintendent, approve the following:

- a. **Transfers**  
Approve transfers dated December 18, 2018.
- b. **Bills List**  
Approve bill list dated December 18, 2018.
- c. **Contractor Payments**
  - 1. Approve application 4 - Final Payment - from CentralPack Engineering Corp. for the Madison Junior School HVAC Renovations in the amount of \$32,541.28.
- d. **Minutes**  
Approve the Open and Closed Session Minutes from November 27, 2018.
- e. **Donation**  
Approve the following donation:

	<b>Organization/Person</b>	<b>Donation</b>	<b>Location</b>
1	Girl Scouts Troop 80668 Mary Jane Hart - Leader 18 West End Avenue Madison, NJ 07940	Bean Bags, Papasan Chair, bungee chair and yoga mats for a relaxation space valued at \$200	MHS
2	Madison Education Foundation (MEF)	Author Visit - Dan Yaccaino	CAS
3	Madison Education Foundation (MEF)	Little Free Library	CAS
4	Madison Education Foundation (MEF)	Zones of Regulation program & supplies	CAS
5	Madison Education Foundation (MEF)	Artsy Collaboration - Photo Backdrops	CAS/MHS
6	Madison Education Foundation (MEF)	School Psychologist Resources	CAS



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7	Madison Education Foundation (MEF)	Pedometer Pilot	CAS
8	Madison Education Foundation (MEF)	STEM Kits for Grade 1	CAS
9	Madison Education Foundation (MEF)	Lego Wall	CAS
10	Madison Education Foundation (MEF)	Qball Throwable Microphone	KRS
11	Madison Education Foundation (MEF)	Flower Tables and Chairs	KRS
12	Madison Education Foundation (MEF)	Sandy Hook Field Trip	KRS
13	Madison Education Foundation (MEF)	Character Education Program	KRS
14	Madison Education Foundation (MEF)	Calm Corners	TJS
15	Madison Education Foundation (MEF)	Google Expeditions	TJS
16	Madison Education Foundation (MEF)	Studyo Digital Planners	MJS
17	Madison Education Foundation (MEF)	Met Museum Trip	MJS
18	Madison Education Foundation (MEF)	Historical Fiction Writing Tour	MJS
19	Madison Education Foundation (MEF)	Chariot of the Sun Assembly	MJS
20	Madison Education Foundation (MEF)	Child Study Team Resources	MJS
21	Madison Education Foundation (MEF)**	Mural Project	MJS
22	Madison Education Foundation (MEF)	Cameras and Accessories for Photography	MJS
23	Madison Education Foundation (MEF)*	Electric String Instruments	MHS
24	Madison Education Foundation (MEF)	PCB Mill	MHS
25	Madison Education Foundation (MEF)	Science Courtyard Pond	MHS
26	Madison Education Foundation (MEF)	ESL Theatre Trip (Romeo & Juliet)	MHS
27	Madison Education Foundation (MEF)	Makerspace Resources	MHS
28	Madison Education Foundation (MEF)	9/10 ELA Classroom Libraries	MHS
29	Madison Education Foundation (MEF)	Indoor Sensory Pathways	K-5
30	Madison Education Foundation (MEF)	EnglishCentral Online Software for ESL	District
31	Madison Education Foundation (MEF)	Backyard Brains	District

\*Co-funded with MMA

\*\*Co-funded with MMA and MJS PTO

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**f. Professional Services**

Approve the following professional services by outside organizations:

Name	Service	Cost	Effective Dates
Heather Lomax	Speech Language Sessions	\$160/hr	7/1/18 to 6/21/19
KJF Therapy LLC	Speech Pathologist	\$65/hr; \$290/Evaluation	12/19/18 to 6/21/19

**g. Policies, Regulations, and Bylaws**

Approve the following policies, regulations, and bylaws for second reading:

- R 7300.1 Disposition of Instructional Property (Abolished)
- Bylaw 0155 Board Committees
- Bylaw 0169.02 Board Member Use of Social Networks

**h. Special Education Out of District Tuition**

Approve the placement and transportation costs for resident Special Education Pupil for the 2018-2019 school year:

Student ID #	School	2018-2019 Tuition
6699594770	Shepard School	\$37,613.40 (123 days @ \$305.80 per diem)
8600821164	SEARCH Learning Group	\$80,000 (128 days @ \$625 per diem)

**i. Asbestos Safety Control Monitoring Services**

Approve RK Occupational & Environmental Analysis, Inc, 401 St. James Avenue, Phillipsburg, NJ, to provide asbestos abatement design, management and monitoring relating to the Madison High School Locker Room Renovation project.

Phase 1 Girls' Locker Room Spring Break 2019		Activity	Phase 2 Boys' Locker Room Summer 2019	
Estimated Cost*			Estimated Cost*	
<u>Un-Occupied</u>	<u>Occupied</u>		<u>Un-Occupied</u>	<u>Occupied</u>
\$1,200	\$1,800	<b>Asbestos Abatement Project Design</b>	\$1,200	\$1,800
\$6,375	\$7,590	<b>Asbestos Abatement Management &amp; Monitoring (8 shifts monitoring &amp; 4 hrs project management)</b>	\$6,375	\$7,590

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\$382.50	\$455.40	<b>N.J.D.C.A. 6% Fee</b>	\$382.50	\$455.40
\$2,025	\$2,025	<b>Air Sampling (est. 56 PCM, 5 TEM)</b>	\$2,025	\$2,025
\$150	\$150	<b>Bulk Sampling (6 PLM)</b>	\$150	\$150
\$300	\$300	<b>Final Report</b>	\$300	\$300
\$10,432.50*	\$12,320.40*	<b>Total Cost Estimate*</b>	\$10,432.50*	\$12,320.40*

*\*Final project billing will be based on the actual time spent in the performance of the specific tasks at the hourly rates for professional services and quantity of samples collected. Any work beyond the levels indicated above will not be initiated without authorization from the Client and billed at the unit cost above.*

**ROLL CALL:**

Mrs. Ellis		Mrs. Habib		Mr. Irwin		Dr. Piskula	
Mrs. Reddy		Mrs. Yousey		Mr. Singh		Ms. Lajewski	

**17. OLD BUSINESS**

**18. NEW BUSINESS**

**19. OPEN TO THE PUBLIC** *Open:* \_\_\_\_\_ *Closed:* \_\_\_\_\_

**20. CLOSED EXECUTIVE SESSION (If Necessary)**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve as follows:  
 Resolved: that the Board of Education move into closed executive session for the purpose of discussing personnel/legal issues. It is anticipated that the Board will be in closed session for \_hour(s) and action may be taken in public session afterward. Discussion conducted in closed executive session shall be disclosed to the public to the extent that making such matters public shall not be inconsistent with the Open Public Meeting Act.

VOICE VOTE: \_\_\_\_\_ Time: \_\_\_\_\_

**21. RECONVENE TO PUBLIC SESSION** Time: \_\_\_\_\_

**22. ADJOURNMENT**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_,

VOTE: \_\_\_\_\_ Time: \_\_\_\_\_