ROSELLPARK SCHOOL DISTRICT  
Office of the Superintendent

TO: Christopher Miller, President 
Members of the Board of Education
FROM: Pedro Garrido, Superintendent 
SUBJECT: AGENDA FOR BOARD MEETING – April 25, 2017

Notice of Meeting
This meeting, held in the High School auditorium, is an open session of the Roselle Park Board of Education held under the Open Public Meetings Act of the State of New Jersey. Notice of this meeting was sent to the Star Ledger, Union Leader, the Home News Tribune, the borough clerk, school offices, and district website.

Roll Call
President Miller _____ Kimberly Powers _____ 
Vice President Harms _____ Sundjata Sekou _____ 
Rodric Bowman _____ Joseph Signorello, Jr. _____ 
Kevin Cancino _____ Jeofrey Vita _____ 
Troy Gerten _____ 
Pedro Garrido, Superintendent of Schools _____ 
Susan Guercio, School Business Administrator/Board Secretary _____ 
Jennifer Osborne, Board Attorney _____ 

Flag Salute

Resolution – Executive Session
RESOLVED, That the Roselle Park Board of Education meeting hereby convenes to executive session for discussion of the following subjects:

It is anticipated that the executive session will take approximately ___ minutes; the Board may take action during public session. The Board shall return to public session, following executive session, at approximately 7 p.m. The minutes of the executive session shall be released to the public when the reason for the executive session no longer exists.

Moved Seconded Time
AYE NAY

Motion to return to public session (to be moved in public session)
Moved Seconded Time
AYE NAY
Public Participation – Agenda Items Only
Each member of the public may speak a maximum of three minutes.

Committee Reports

Superintendent’s Report
2017 – 2018 BUDGET PRESENTATION

This portion of the meeting is set aside to address any questions with regard to the 2017-2018 Budget to be voted on by the Board of Education on May 9, 2017.

Please use the microphone when addressing questions to the chair. Prior to asking your question, please give your name and address.

Questions on the various budget accounts will be answered by board members and school personnel.

POLICY

A motion was made by ___________ and seconded by ___________ to approve agenda items 1 through 13.

1. District Policy – Second Reading 5131.1

   To approve the following HARASSMENT, INTIMIDATION AND BULLYING revised district policy: (second reading)

   5131.1 HARASSMENT, INTIMIDATION AND BULLYING

2. District Policy – Second Reading 5131.5

   To approve the following VANDALISM/VIOLENCE revised district policy: (second reading)

   5131.5 VANDALISM/VIOLENCE
3. **District Policy – Second Reading 5131.7**

   To approve the following WEAPONS AND DANGEROUS INSTRUMENTS revised district policy: (second reading)

   5131.7 WEAPONS AND DANGEROUS INSTRUMENTS

4. **District Policy – Second Reading 6142.4**

   To approve the following PHYSICAL EDUCATION AND HEALTH revised district policy: (second reading)

   6142.4 PHYSICAL EDUCATION AND HEALTH

5. **District Policy – Second Reading & Adopt 6171.4**

   To approve the following SPECIAL EDUCATION revised district policy: (second reading & adopt)

   6171.4 SPECIAL EDUCATION

6. **District Policy – First Reading 2210**

   To approve the following ADMINISTRATIVE LEEWAY IN ABSENCE OF BOARD POLICY revised district policy: (first reading)

   2210 ADMINISTRATIVE LEEWAY IN ABSENCE OF BOARD POLICY

7. **District Policy – First Reading 2240**

   To approve the following RESEARCH, EVALUATION AND PLANNING revised district policy: (first reading)

   2240 RESEARCH, EVALUATION AND PLANNING
8. **District Policy – First Reading 2255**

   To approve the following action planning for STATE MONITORING NJQSAC NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM revised district policy: (first reading)

   2255 STATE MONITORING NJQSAC NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM

9. **District Policy – First Reading 3000/3010**

   To approve the following CONCEPTS AND ROLES IN BUSINESS AND NONINSTRUCTIONAL OPERATIONS; GOALS AND OBJECTIVES revised district policy: (first reading)

   3000-3010 CONCEPTS AND ROLES IN BUSINESS AND NONINSTRUCTIONAL OPERATIONS; GOALS AND OBJECTIVES

10. **District Policy – First Reading 3280**

    To approve the following GIFTS, GRANTS AND BEQUESTS revised district policy: (first reading)

    3280 GIFTS, GRANTS AND BEQUESTS

11. **District Policy – First Reading 3320**

    To approve the following PURCHASING PROCEDURES revised district policy: (first reading)

    3320 PURCHASING PROCEDURES
12. **District Policy – First Reading 3451**

To approve the following PETTY CASH FUNDS revised district policy: (first reading)

3451 PETTY CASH FUNDS

13. **District Policy – First Reading 4112.2**

To approve the following CERTIFICATION revised district policy: (first reading)

4112.2 CERTIFICATION

Vice President Harms _____ Ms. Powers _____
Mr. Bowman _____ Mr. Sekou _____
Mr. Cancino _____ Mr. Signorello _____
Mr. Gerten _____ Mr. Vita _____
President Miller _____

On roll call, motion _____
PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by ________________________seconded by ____________________
to approve the following agenda item 14 through 17.

14. District Substitutes

Approval of additional district substitutes. (as recommended by the Superintendent)
NJ Certified Teachers-$100/day, Sub Certified-$95/day, Paraprofessionals-$13/hr.,

<table>
<thead>
<tr>
<th>TEACHERS</th>
<th>Address</th>
<th>School</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brooke Provino</td>
<td>127 Bridge St., RP</td>
<td>attending Kean</td>
<td>PK-5</td>
</tr>
<tr>
<td>Sergio Salas</td>
<td>22 Springdale Ave., Newark</td>
<td>Rutgers ‘16</td>
<td>9-12</td>
</tr>
<tr>
<td>Radalgui Simoes</td>
<td>29 Springholm Dr., Berkeley Heights</td>
<td>Kean ’08</td>
<td>7-12</td>
</tr>
</tbody>
</table>

| PARAPROFESSIONAL | Address               | |
|-------------------|-----------------------||
| Brooke Provino    | 127 Bridge St., RP    | |

15. Maternity Leave of Absence Request (Lisa Lugara, RG Special Education Teacher)

RESOLVED, that the Board, upon recommendation of the Superintendent, 
approves the child care family leave of absence under the Family Medical Leave Act and 
the New Jersey Family Leave Act for Lisa Lugara commencing September 5, 2017 and 
extending through December 15, 2017. The remainder of the employee’s leave under the 
Family Medical Leave Act shall run concurrent to the employee’s leave under the New 
Jersey Family Leave Act. The employee shall not receive salary during this period of 
time, but will continue to receive health benefits. The employee shall return to the 
District on December 18, 2017.
16. **Maternity Leave of Absence Request** *(July Bennett, RG Grade 5)*

**RESOLVED,** that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of July Bennett commencing on April 24, 2017 and extending through June 30, 2017. July Bennett will use 14 of her accumulated sick leave days and 2 personal days during this pre-birth temporary disability period to continue to receive salary during a portion of this leave period. The employee shall continue to receive health benefits from April 24, 2017 through June 30, 2017. The employee’s pre-birth disability leave shall run concurrent to her leave under the Family Medical Leave Act (FMLA).

**RESOLVED,** that the Board, upon recommendation of the Superintendent, approves the child care family leave of absence under the Family Medical Leave Act and the New Jersey Family Leave Act for July Bennett commencing September 5, 2017 and extending through December 15, 2017. The remainder of the employee’s leave under the Family Medical Leave Act shall run concurrent to the employee’s leave under the New Jersey Family Leave Act. The employee shall not receive salary during this period of time, but will continue to receive health benefits. The employee shall return to the District on December 18, 2017.

17. **Change of Assignment**

To approve the following change of assignment for the 2016-2017 school year: (as recommended by the Superintendent) (as per RPEA contract)

<table>
<thead>
<tr>
<th>From:</th>
<th>To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Carol Rickert</td>
<td>Sherman Grade 3 FT</td>
</tr>
<tr>
<td>RG Basic Skills PT</td>
<td>RG Grade 5 FT</td>
</tr>
<tr>
<td>M6 $30,892 (pro-rated)</td>
<td>M6 $61,784 (pro-rated)</td>
</tr>
<tr>
<td>effective 11/28/16 to 4/28/17</td>
<td>effective 5/1/17 to 6/30/17</td>
</tr>
<tr>
<td>(mat leave repl. C. Parker)</td>
<td>(mat leave repl. J. Bennet)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>b. Erin Sterenczak</th>
<th>RG Basic Skills PT</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/5/16 to 4/28/17</td>
<td>12/5/16 to 6/30/17</td>
</tr>
<tr>
<td>M6 $30,892 (pro-rated)</td>
<td>M6 $30,892</td>
</tr>
<tr>
<td>(repl. C. Rickert)</td>
<td>(repl. C. Rickert)</td>
</tr>
</tbody>
</table>

Vice President Harms ______ Ms. Powers ______
Mr. Bowman ______ Mr. Sekou ______
Mr. Cancino ______ Mr. Signorello ______
Mr. Gerten ______ Mr. Vita ______
President Miller ______

On roll call, motion ______
EDUCATION

A motion was made by ________________________seconded by ___________________
to approve the following agenda items numbered 18 through 21.

18. Education Program

To approve the following education program(s) for the 2016-2017 school year:

Mental Health Assessment & Fit to Return
#109 The Family Resource Center $225
Fit to Return
#110 The Family Resource Center $175
Tuition & Transportation (Outgoing)- Terminated
#111 Warren
Bedside Instruction
#112 5hrs./wk. Professional Education Services, Inc. 4/11/17 – TBD $34.83/hr.

19. Harassment/Intimidation/Bullying Incidents

To affirm the Superintendent’s recommendation on the following harassment/ intimidating/bullying incidents:

#16021, #16022

20. 2017-2018 School Calendar Revision

To approve the following change to the district calendar:

From: School Closed Monday, May 29, 2017
To: Friday, May 26, 2017
&
Monday, May 29, 2017
21. **Bus Evacuation Drills**

To acknowledge bus evacuation drills were held in April in accordance with NJAC 6A:27-11.2 on:

a. April 5, 2017, 3:35 PM, front of RPHS, route RP001, supervised by J. Foy – Asst. Principal
b. April 6, 2017, 12:20 PM, front of RPHS, route RP001, supervised by J. Foy – Asst. Principal
c. April 6, 2017, 2:30 PM, Larch St., route RP002, supervised by J. Foy – Asst. Principal
d. April 6, 2017, 3:30 PM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal
e. April 18, 2017, 10:30 AM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal

Motion ____

**BUSINESS**

A motion was made by ________________________seconded by ___________________ to approve the following *agenda items 22 through 25.*

22. **Monthly Certification**

A. **Board Secretary's Monthly Certification, Budgetary Line Item Status**

Pursuant to N.J.A.C. 6:20-2.13(d), I certify that as of March 31, 2017 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18:22-8.1

________________________________________  _______________________
Board Secretary  Date

B. **Board of Education's Monthly Certification, Budgetary Major Account/Fund Status**

Pursuant to N.J.A.C. 6:20-2.13(e), we certify that as of March 31, 2017 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator/Board Secretary and is assumed by the board to be correct.
23. **Approval of Transfers**

To approve the following transfers for the month of March 2017:

<table>
<thead>
<tr>
<th>Description</th>
<th>Code</th>
<th>Amount</th>
<th>Amount</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTHER PURCHASED SERVICE</td>
<td>11-000-211-500</td>
<td>$8,000.00</td>
<td>$520.00</td>
<td>$8,520.00</td>
</tr>
<tr>
<td>MISC PURCHASED SERV</td>
<td>11-000-219-592</td>
<td>$408.69</td>
<td>$516.00</td>
<td>$924.69</td>
</tr>
<tr>
<td>OTHER OBJECTS</td>
<td>11-000-219-800</td>
<td>$100.00</td>
<td>$29.00</td>
<td>$129.00</td>
</tr>
<tr>
<td>MISC EXPENDITURES</td>
<td>11-000-230-890</td>
<td>$15,725.18 $160.00</td>
<td>$15,885.18</td>
<td></td>
</tr>
<tr>
<td>MISC EXPENDITURES</td>
<td>11-000-251-890</td>
<td>$2,195.00</td>
<td>$75.00</td>
<td>$2,270.00</td>
</tr>
<tr>
<td>RENTAL OF LAND &amp; BUILD</td>
<td>11-000-262-441</td>
<td>$138,684.00 $250,000.00</td>
<td>$388,684.00</td>
<td></td>
</tr>
<tr>
<td>OTHER OBJECTS</td>
<td>11-000-262-800</td>
<td>$1,048.00</td>
<td>$63.00</td>
<td>$1,111.00</td>
</tr>
<tr>
<td>CLEANING,REPAIR,MAINT SER</td>
<td>11-000-270-420</td>
<td>$23,551.00 $5,710.00</td>
<td>$29,261.00</td>
<td></td>
</tr>
<tr>
<td>TRANSPORTATION</td>
<td>11-000-270-517</td>
<td>$21,950.00 $2,160.00</td>
<td>$24,110.00</td>
<td></td>
</tr>
<tr>
<td>MISC EXPENDITURES</td>
<td>11-000-270-890</td>
<td>$3,000.00</td>
<td>$134.00</td>
<td>$3,134.00</td>
</tr>
<tr>
<td>PURCHASED PROF SERVICE</td>
<td>11-150-100-320</td>
<td>$5,931.00  $1,462.00</td>
<td>$7,393.00</td>
<td></td>
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<tr>
<td>PURCHASED PROF SERVICE</td>
<td>11-190-100-320</td>
<td>$3,300.00  $250.00</td>
<td>$3,550.00</td>
<td></td>
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<tr>
<td>GENERAL SUPPLIES</td>
<td>11-000-216-610</td>
<td>$3,113.20</td>
<td>$545.00</td>
<td>$3,658.20</td>
</tr>
<tr>
<td>BOE MEMBERSHIP DUES</td>
<td>11-000-230-895</td>
<td>$15,240.00 $160.00</td>
<td>$15,080.00</td>
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<tr>
<td>SUPPLIES &amp; MATERIALS</td>
<td>11-000-251-600</td>
<td>$6,204.66</td>
<td>$75.00</td>
<td>$6,279.66</td>
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<tr>
<td>GENERAL SUPPLIES</td>
<td>11-000-262-610</td>
<td>$125,532.85 $83.00</td>
<td>$125,615.85</td>
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<tr>
<td>TRANSPORTATION - ESC SPEC</td>
<td>11-000-270-518</td>
<td>$247,004.15 $8,004.00</td>
<td>$255,008.15</td>
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<tr>
<td>GENERAL SUPPLIES</td>
<td>11-190-100-610</td>
<td>$424,263.35 $1,712.00</td>
<td>$422,975.35</td>
<td></td>
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<tr>
<td>OTHER PURCHASED SERVICE</td>
<td>11-000-222-500</td>
<td>$24,977.00 $520.00</td>
<td>$24,457.00</td>
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<tr>
<td>OTHER PURCHASED SERVICE</td>
<td>11-190-100-500</td>
<td>$712,103.54 $250,000.00</td>
<td>$462,103.54</td>
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<tr>
<td></td>
<td></td>
<td>$1,782,331.62</td>
<td>$0.00</td>
<td>$1,782,331.62</td>
</tr>
</tbody>
</table>

24. **Approval of Bills**

To approve the following bills for the month of April 2017:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Current Expense</td>
<td>$751,693.57</td>
</tr>
<tr>
<td>Special Revenue Funds</td>
<td>$ 9,457.50</td>
</tr>
<tr>
<td>Enterprise Fund</td>
<td>$ 54,348.92</td>
</tr>
<tr>
<td>Total</td>
<td>$815,499.99</td>
</tr>
</tbody>
</table>
25. **Use of Buildings and Grounds**

To approve the following use of buildings and grounds (appropriate fees to be charged where applicable):

a) Aldene/ECC PTO – Art Fundraiser  
   Aldene School – gymnasium  
   Friday, May 12, 2017  
   6:00PM – 9:30PM

b) Roselle Park Dad’s Club – Wrestling Club  
   Roselle Park High School – gymnasium  
   Saturday, May 20, 2017  
   9:00AM – 3:00PM

c) Shiva Tala Institute Bharata Natyam – Dance Performance  
   Roselle Park Middle School – auditorium, stage, students’ cafeteria  
   Thursday, August 3, 2017, 4:00PM – 8:00PM  
   Saturday, August 5, 2017, 2:00PM – 9:00PM

Motion ______

**New Business**

**Public Participation**

*Each member of the public may speak a maximum of three minutes.*
Resolution – Executive Session (if required)
RESOLVED, that the Roselle Park Board of Education meeting hereby convenes to executive session for discussion of the following subjects: ________

It is anticipated that the executive session will take approximately _____; the Board may take action when it reconvenes to public session; and the minutes of the executive session shall be released to the public when the reason for the executive session no longer exists.

Executive Session
Motion to go into executive session to discuss personnel matters or other exceptions to the sunshine laws as follows:

1. Any matter considered confidential by federal law, state statute, or court rule;
2. Any matter in which the release of information would impair the receipt of federal funds;
3. Any material which would constitute an unwarranted invasion of individual privacy if disclosed;
4. Any collective bargaining agreements;
5. Any matter involving the purchase, lease or acquisition of real property with public funds;
6. Any tactics and techniques used in protecting the safety and property of the public;
7. Any pending or anticipated litigation;
8. Personnel matter related to the employment, appointment or termination of current or prospective employees;

Moved
AYE

Seconded
NAY

Time

Motion to return to open session (to be moved in public session)

Moved
AYE

Seconded
NAY

Time

Adjournment

A motion was made by _________________ seconded by _________________ to adjourn the meeting at _________________PM.

Motion ______

Next scheduled board meeting: May 9, 2017 – Roselle Park Middle School auditorium – 7:00pm