

ROSELLE PARK SCHOOL DISTRICT
Office of the Superintendent

April 21, 2017

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

POLICY continues

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.,

TEACHERS

Brooke Provino	127 Bridge St., RP	attending Kean	PK-5
Sergio Salas	22 Springdale Ave., Newark	Rutgers '16	9-12
Radalgui Simoes	29 Springholm Dr., Berkeley Heights	Kean '08	7-12

PARAPROFESSIONAL

Brooke Provino	127 Bridge St., RP
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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)

	<u>From:</u>	<u>To:</u>
a. Carol Rickert RG Basic Skills PT M6 \$30,892	Sherman Grade 3 FT M6 \$61,784 (pro-rated) effective 11/28/16 to 4/28/17 (mat leave repl. C. Parker)	RG Grade 5 FT M6 \$61,784(pro-rated) effective 5/1/17 to 6/30/17 (mat leave repl. J. Bennet)
b. Erin Sterenczak	RG Basic Skills PT 12/5/16 to 4/28/17 M6 \$30,892 (pro-rated) (repl. C. Rickert)	RG Basic Skills PT 12/5/16 to 6/30/17 M6 \$30,892 (pro-rated) (repl. C. Rickert)

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 5/hrs./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/
intimidation/bullying incidents:

#16021, #16022

20. 2017-2018 School Calendar Revision

To approve the following change to the district calendar:

	<u>From:</u>	<u>To:</u>
School Closed	Monday, May 29, 2017	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:

OTHER PURCHASED SERVICE	11-000-211-500	\$8,000.00	\$520.00	\$8,520.00
MISC PURCHASED SERV	11-000-219-592	\$408.69	\$516.00	\$924.69
OTHER OBJECTS	11-000-219-800	\$100.00	\$29.00	\$129.00
MISC EXPENDITURES	11-000-230-890	\$15,725.18	\$160.00	\$15,885.18
MISC EXPENDITURES	11-000-251-890	\$2,195.00	\$75.00	\$2,270.00
RENTAL OF LAND & BUILD	11-000-262-441	\$138,684.00	\$250,000.00	\$388,684.00
OTHER OBJECTS	11-000-262-800	\$1,048.00	\$63.00	\$1,111.00
CLEANING,REPAIR,MAINT SER	11-000-270-420	\$23,551.00	\$5,710.00	\$29,261.00
TRANSPORTATION	11-000-270-517	\$21,950.00	\$2,160.00	\$24,110.00
MISC EXPENDITURES	11-000-270-890	\$3,000.00	\$134.00	\$3,134.00
PURCHASED PROF SERVICE	11-150-100-320	\$5,931.00	\$1,462.00	\$7,393.00
PURCHASED PROF SERVICE	11-190-100-320	\$3,300.00	\$250.00	\$3,550.00
GENERAL SUPPLIES	11-000-216-610	\$3,113.20	-\$545.00	\$2,568.20
BOE MEMBERSHIP DUES	11-000-230-895	\$15,240.00	-\$160.00	\$15,080.00
SUPLLIES & MATERIALS	11-000-251-600	\$6,204.66	-\$75.00	\$6,129.66
GENERAL SUPPLIES	11-000-262-610	\$125,532.85	-\$63.00	\$125,469.85
TRANSPORTATION - ESC SPEC	11-000-270-518	\$247,004.15	-\$8,004.00	\$239,000.15
GENERAL SUPPLIES	11-190-100-610	\$424,263.35	-\$1,712.00	\$422,551.35
OTHER PURCHASED SERVICE	11-000-222-500	\$24,977.00	-\$520.00	\$24,457.00
OTHER PURCHASED SERVICE	11-190-100-500	\$712,103.54	-\$250,000.00	\$462,103.54
		\$1,782,331.62	\$0.00	\$1,782,331.62

24. Approval of Bills

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

General Current Expense	\$751,693.57
Special Revenue Funds	\$ 9,457.50
Enterprise Fund	<u>\$ 54,348.92</u>
Total	\$815,499.99

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;
9. Attorney/client privilege.

Moved	Seconded	Time
AYE	NAY	

Motion to return to open session (to be moved in public session)		
Moved	Seconded	Time
AYE	NAY	

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