



ROSELLE PARK BOARD OF EDUCATION REORGANIZATION/ PUBLIC MEETING MINUTES

JANUARY 8, 2020
6:00PM
ROSELLE PARK MIDDLE SCHOOL

Call the Meeting to Order- Board Secretary

This meeting, held in the Roselle Park Middle 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, Local Source, the Home News Tribune, the borough clerk, school offices, and the district website.

Roll Call

Susan Carlstrom	Khamele McLeod-Cato
Marissa Falcon	Christopher Miller
Loren Harms	Chad Hemenway
Matthew Leingang	Joseph Signorello, Jr.
<i>Kimberly Powers was absent from this meeting</i>	
Pedro Garrido, Superintendent of Schools	
Michelle Calas, School Business Administrator/Board Secretary	
Jennifer Osborne, Board Attorney	

Flag Salute

Executive Session

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

1. Student Matter- the Superintendent provided an update on a student matter.
2. Attorney/Client Privilege – the Superintendent provided a security update to the board. The Board discussed funding sources for property renovations.

It is anticipated that the executive session will take approximately 60 minutes; the Board may take action during public session. The Board shall return to public session, following executive session,

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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	Mr. Harms	Seconded	Mr. Signorello	Time 6:02
AYE-8		NAY-0		

Motion to return to public session

Moved	Mr. Harms	Seconded	Mr. Leingang	Time 7:00
AYE-8		NAY-0		

Results of School Board Elections

Three- Year Term

Loren Harms	1132	(Re-elected)
Marc Fernandez	783	(Elected)
Joseph Signorello, Jr.	1157	(Re-elected)
Luis Franco	470	
Agron Meshi	317	
Hector Smith Rueda	308	

Two-Year Unexpired Term

Khamele McLeod-Cato	863	(Elected)
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Administration of Oath to Newly Elected Board Members

Loren Harms, Marc Fernandez, and Joseph Signorello, Jr. for (3) three year terms.
Khamele McLeod-Cato for (2) year term.

Board Secretary, Ms. Calas, administered the oath to the Mr. Loren Harms, Mr. Joseph Signorello, Jr. and Ms. Khamele McLeod-Cato.

Roll Call of Newly Elected Board

Susan Carlstrom	Matthew Leingang
Marissa Falcon	Khamele McLeod-Cato
Loren Harms	Christopher Miller
Chad Hemenway	Joseph Signorello, Jr.

Board Attorney, Ms. Osborne, explained that since Mr. Fernandez had not yet taken his oath he cannot officially sit on the board.

ELECTION OF OFFICERS

A motion was made by Mr. Signorello and seconded by Mr. Harms to nominate Joseph Signorello, Jr as President.

1. Board President

Roll call to appoint Joseph Signorello, Jr. as President of the Roselle Park Board of Education.

Susan Carlstrom	yes	Matthew Leingang	yes
Marissa Falcon	yes	Khamele McLeod-Cato	yes
Loren Harms	yes	Christopher Miller	yes
Chad Hemenway	yes	Joseph Signorello, Jr	yes

On roll call, motion carries.

2. Board Vice President

A motion was made by Mr. Harms and seconded by Mr. Miller to nominate Matthew Leingang as Vice President.

Roll call to appoint Matthew Leingang as Vice President of the Roselle Park Board of Education

Susan Carlstrom	yes	Matthew Leingang	yes
Marissa Falcon	yes	Khamele McLeod-Cato	yes
Loren Harms	yes	Christopher Miller	yes
Chad Hemenway	yes	President Signorello, Jr	yes

On roll call, motion carries.

NJ Senator, Joseph P. Cryan, administered the oath to the Mr. Marc Fernandez.

Roll Call of Newly Elected Board

Susan Carlstrom	Matthew Leingang
Marissa Falcon	Khamele McLeod-Cato
Marc Fernandez	Christopher Miller
Loren Harms	President Signorello, Jr
Chad Hemenway	

Public Participation – Reorganization Agenda Items Only (#3 - #16)

None

REORGANIZATION

A motion was made by Mr. Harms and seconded by Mr. Miller to approve the following ***agenda items 3 through 16.***

The Superintendent recommends:

3. Appointments

To appoint the following:

- a. Employee Insurance Broker, Brown and Brown Benefit Advisors, Inc.
- b. Property, Casualty, Liability Insurance Broker, Judy Davies
- c. School Physicians: Richard Bezozo
- d. Treasurer of School Monies, Gregory Mayers

4. District Policies

To approve the adoption of the Roselle Park Board of Education Policies, Code of Ethics, By-Laws and Rules and Regulations currently in effect.
(copy on file in board office and online @ www.rpsd.org)

5. Appointment of Board Attorney

WHEREAS, there exists from time to time a need for legal services for the Board of Education, and

WHEREAS, funds are available for this purpose, and

WHEREAS, the Public School Contracts Law (NJSA 18A:18A-5) provides for the award of contracts for this type of professional service without competitive bidding, and

WHEREAS, Anthony P. Sciarrillo of the firm Sciarrillo Cornell, Merlino, McKeever & Osborne, LLC., Westfield, NJ is well qualified and capable of providing these services,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Roselle Park, that Anthony P. Sciarrillo of the firm Sciarrillo Cornell, Merlino, McKeever & Osborne, LLC., Westfield, NJ is hereby appointed Board attorney (1/1/20 – 12/31/2020). All legal fees will be billed at \$165 per hour.

6. *Appointment of Auditor*

WHEREAS, there exists a need for an annual audit of school accounts, and

WHEREAS, the firm of Robert A. Hulsart & Company, Wall, NJ is licensed as Public School Accountants and is fully capable of providing this service, and

WHEREAS, Robert A. Hulsart & Company satisfactorily conducted the school audit in 2019, and will be performing the school audit for the 2019-2020 school year, and

WHEREAS, the Public School Contracts Law (N.J.S.A. 18A:18A-5) provides for the award of contracts for this type of professional service without competitive bidding, and

WHEREAS, funds are available for this purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Roselle Park, NJ, that the firm of Robert A. Hulsart & Company, Wall, NJ is hereby appointed auditors for the accounts of the Board of Education at a fee of \$18,500.

7. *Appointment of Architect*

WHEREAS, there exists a need for the services of an architect, and

WHEREAS, Di Cara Rubino Architects, Wayne, NJ is a licensed architectural firm that has previously performed architectural services for the school district, including, but not limited to, design work for the district's capital projects,

WHEREAS, the Board of Education desires that the services Di Cara Rubino Architects continue, and

WHEREAS, the Board, assisted by its attorney, and Di Cara Rubino Architects have reached mutually agreeable contract terms for these services, now therefore be it

RESOLVED, that the Board of Education of the Borough of Roselle Park approves the appointment of Di Cara Rubino Architects, Wayne, NJ as district architect,

BE IT FURTHER RESOLVED, that this contract is awarded without competitive bidding as a professional service under the provisions of the Public School Contracts law (NJSA 18A: 18A-5).

8. *Annual Schedule of Meetings*

To establish monthly meeting dates for the period January 2020 through January 2021. Closed meetings shall start at 6:00 P.M. and will be held as noted below. The public session of the meeting will start at 7:00 P.M. It may be necessary for the Board of Education to hold a closed session following each meeting to discuss a personnel matter or other exception to the sunshine law. Action may be taken in any open session.

RPMS	January 8, 2020
RPMS	January 28, 2020
Aldene	February 25, 2020
Sherman	March 24, 2020
RPHS	April 28, 2020
RPMS	May 12, 2020
RPMS	May 26, 2020
RPMS	June 16, 2020
RPMS	June 23, 2020 (closed session/ no action)
RPMS	July 21, 2020
RPMS	August 18, 2020
RPMS	September 1, 2020
RPMS	September 15, 2020
Aldene	October 20, 2020
Sherman	November 17, 2020
RPHS	December 15, 2020
RPMS	January 5, 2021

9. *Organizational Chart*

To approve the Roselle Park School District Organizational Chart.
(copy on file in board office)

10. *Official District Newspapers*

To establish the Star Ledger, the Home News Tribune, and the LocalSource as the Board's official newspapers.

11. *Financial Investments/Board Operations*

To approve the following:

- A. Establish the following depositories and authorize the School Business Administrator/ Board Secretary to invest idle funds in legal securities. The details of all investments shall be communicated to the Treasurer of School Monies forthwith and authorize the President, Treasurer and Secretary to transfer funds from Savings Accounts to Checking Accounts:

Wells Fargo Bank, Roselle	Business Administrator/Board Office Administrative Assistant for Payroll
Bank of America, Roselle	Business Administrator/Board Office Administrative Assistant for Payroll
TD Bank, NA	Business Administrator/Board Office Administrative Assistant for Payroll
State of NJ/Cash Management Fund (Bankers Trust)	Business Administrator/Board Office Administrative Assistant for Payroll
Municipal Bond Insurers Assurance (MBIA)	Business Administrator/Board Office Administrative Assistant for Payroll

- B. Approval of the following district financial accounts:

<u>Bank</u>	<u>Account Name</u>	<u>#of Signatures</u>	<u>Signatory Title</u>
TD Bank, NA	Retirement Account	1	Board Secretary or Superintendent
TD Bank, NA	Summer Camp	2	Director, Assistant to Director or SBA
TD Bank, NA	Warrant	3	Either Board President or Vice President Bd Secretary/Treasurer School Monies
TD Bank, NA	Payroll Agency	1	Superintendent of Schools or SBA
TD Bank, NA	Payroll	2	Treasurer School Monies & SBA
TD Bank, NA	Special Agency	1	Board Secretary or Superintendent
TD Bank, NA	Capital Reserve	2	Board Secretary & Superintendent
TD Bank, NA	Std. Act. Funds Elem/MS	2	Principal & Secretary
TD Bank, NA	HS General Association	2	Either Principal or Assistant Principal HS Bookkeeper
Wells Fargo-Norman	Howard Scholarship	2	Principal & MS Secretary
TD Bank, NA	Unemployment Trust	1	Board Secretary or Superintendent
TD Bank, NA	RPBOE Scholarship	1	Board Secretary or Superintendent
TD Bank, NA	HS Faculty	2	Bookkeeper & Secretary
Bank of America-RP	Vito Scarpelli Svc Awd	2	Principal & MS Secretary

- C. Establishment of imprest petty cash accounts in the following amounts:

Central Office	\$150.	Aldene School	\$50.
High School	\$125.	Sherman School	\$50.
Middle School	\$50.	Robert Gordon	\$50.
Special Services	\$50.	Curriculum Office	\$50.
Roselle Park Academy	\$50.		

Funds are to be used for emergencies and small purchases only and not to subvert the intent of the regular purchasing procedures or for routine expenditures. No single expenditure shall exceed \$25.00

The principal of each school is responsible for proper disposition and accounting for funds in his/her charge; and the Board Secretary shall be responsible for the central office account. All disbursements from petty cash shall be reported at the next regular monthly meeting of the Board. All petty cash funds shall be established by Board approved voucher and all unused money is to be returned to the depository at the close of each fiscal year.

12. Board Committees

To approve the following committees (President to select members in January):

Facilities (includes)

Buildings & Grounds
Renovations
Use of Facilities

Curriculum

Finance

Budget

Personnel (includes)

Contract Negotiations
Central Office Reviews
Enterprise Pay Scales

School Board Operations (includes)

Policies
Legislation
NJSBA
UCSBA

Technology (includes)

Computers
Networking
RPTV

Committee of the Whole Board (includes)

Board Self Evaluation
Superintendent's Evaluation

Liaisons/Contacts

EJF-Aldene PTA
Robert Gordon PTA
Sherman School PTA
Middle School PTA
High School PTSA
High School Student Council

Citizens Educational Advisory Committee
Recreation
Mayor/Council
NJSIAA
Dads Club
Union County Educational Services
Morris/Union Jointure
Union County Chamber of Commerce

13. Substitute Salaries

To approve the following substitute/home instruction salaries for the 2019-2020 school year:

Substitutes

Secretaries	\$75.00/day
Paraprofessionals	\$13.00/hr.

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Maintenance Workers	\$17.00/hr.
Custodians	\$13.00/hr.
<u>Teachers:</u>	
Substitute Certified	\$95.00/day
NJ Teacher Certified	\$100.00/day
Nurse	\$150.00/day
Home Instruction	\$34.83/hr.

14. Standard Field Trips

To approve the following district field trips for the 2019-2020 school year:

7 President's Park	NJ Carpenters Apprentice Training, Kenilworth
Acme, Kenilworth	NJ State Museum, Trenton
Applebee's, Union	New Amsterdam Theater, NYC
Assumption Church, RP	Newark Museum
Bounce Factory, Warren	Nomahegan Park, Cranford
Burger King, RP	NY Aquarium
Casano Center, RP	NYC Financial District
Cheesequake Farms, Old Bridge	Ocean Institute, Sandy Hook
Chestnut Hardware, RP	Panera Bread, Springfield
Chestnut Hill Grocery Store, RP	Pizza Hut, Berkley Heights
Chevy's Restaurant, Linden	Prudential Center, Newark
Chiego Center, RP	Pump It Up, RP
Chili's, Clark	Rahway Rec Center
Clark Commons, Clark	Rita Pharmacy, RP
Clark Recreation Center, Clark	Robert Gordon
College Of NJ, Ewing	Roselle Park High School
Community Food Bank, Hillside	Roselle Park Historical Society
Cornell Hall Nursing Home, Union	Roselle Park Library
Crayola Factory, Easton, PA	Roselle Park Middle School
Doyle's Unami Farm, Hillsborough	Roselle Park Police Department
Dreyer Farms, Cranford	Roselle Park Post Office
Dunkin Donuts, RP	Roselle Park Veteran's Memorial Library
EJF –Aldene	Sandy Hook State Park
Elks Lodge, Union	Shakespeare Theater of NJ, Madison
Esposito Park, Clark	Sherman
Family Dollar, RP	ShopRite, Garwood
Five Below, Springfield	Six Flags Great Adventure, Jackson
Froehlich Safety Center, Westfield	Somerset Patriot Baseball
Garwood Lanes, Garwood	South Brunswick High School
Green Meadows Farm, Hazlet	St. John's University, Staten Island
Grounds For Sculpture, Hamilton	Sterling Mines

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Holmdel Park & Activity Center	Suburban Golf Club, Union
Hyatt Hills Golf, Clark	Sun Tavern, RP
Imagine That, Florham Park	Sunrise Diner, RP
Jenkinson's Aquarium, Point Pleasant	Target, Clark
Jersey Gardens Mall, Elizabeth	Terence Reilly #7, Elizabeth
Johnsonburg Camp Conv Center, Johnsonburg	Trailside Museum, Mountainside
JP Morgan Library & Museum, NYC	Turtle Back Zoo, West Orange
Junior Achievement Park	Twin Lights Historic Sight & Highlands, Atlantic Highlands
Kean University, Union	UC Magnet School, Scotch Plains
Kent Place School, Summit	Union County College, Cranford
Kidz Village, Kenilworth	Union County Courthouse, Elizabeth
Liberty Science Center, Jersey City	Utopia Salon, Westfield
Locust Deli, RP	Vocational School, Scotch Plains
Manasquan Reservoir Environmental Center, Howell	Warinanco Park, Roselle
Martin Guitar Factory, Nazareth, PA	Washington Cross State Park, Titusville
McDonald's RP	Watchung Reservation, Mountainside
Meadowlands Environment Center, Secaucus	William Halloran, School 22, Elizabeth
Metropolitan Museum	Winakung at Waterloo, Byram Township
National Museum of Natural History, NY	

15. *Interdistrict Public School Choice*

To approve the following conditions in its Interdistrict Public School Choice policy Pursuant to N.J.A.C. 6:12-3.3(b)(1): A maximum of 2% per grade level per year subject to a total maximum of 7% of the total number of students enrolled in the district.

16. *Continuing Disclosure Agent*

To approve Phoenix Advisors, LLC as the district Continuing Disclosure Agent (7/1/2019-6/30/2020) at an annual fee of \$1000.

Vice President Leingang	yes	Chad Hemenway	yes
Susan Carlstrom	yes	Khamele McLeod-Cato	yes
Marissa Falcon	yes	Christopher Miller	yes
Marc Fernandez	yes	President Signorello, Jr.	yes
Loren Harms	yes		

On roll call, motion carries.

Mr. Harms requested an additional architect for the next school year.

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Mr. Leingang discussed the schedule of meetings and indicated that he hopes to have more committee meetings.

Public Participation – Agenda Items Only (#17 - #51)

Jacqueline Hernandez, 600 Laurel Ave, asked about the transfer Maryann Hrubric.

Mr. Gariddo replied

Public participation closed at 7:17 PM

Committee Reports

President Signorello provided an updated on the facilities committee and discussed the exploration of Green Acres.

Superintendent's Report

He congratulated newly elected board members. He congratulated all the educators and service educators of the year in all schools. He discussed the social- emotional initiative and next steps. He discussed the transition towards standard -based report cards as well as the upcoming calendar of testing and school calendar.

PERSONNEL

A motion was made by Mr. Harms seconded by Mr. Hemenway to approve the following ***agenda items 17 through 33.***

The Superintendent recommends:

17. District Substitutes

To approve additions to the district wide substitute list. NJ Certified Teachers-\$100/day, Sub Certified-\$95/day

TEACHERS

Donna Brown	Kean '83	Grades K-5
Anam Ruiz	Kean (currently attending)	Grades K-6
Anthony Faison	Kean '17	Grades K-12
Megan Gibson	Monmouth Univ '15	Grades K-12
David O'Connor	School of Visual Arts '15	Grades K-12
Danielle Hilton	William Paterson '97	Grades K-12
Eulalia Moreno-Wisniewski	Upsala	Grades K-12

18. Staff Retirements

To accept the following retirements:

Marianne Cabral, Board Office, Curriculum Secretary, effective March 1, 2020

19. Staff Resignations

To accept the following resignations:

- a. Kristen Saunders, Robert Gordon, Kindergarten Teacher, effective February 7, 2020
- b. Jasmine Johnson, Robert Gordon, Paraprofessional, effective December 16, 2019
- c. Jennifer Klein, Aldene, Paraprofessional, effective January 31, 2020
- d. Maria Alvarez, Robert Gordon, Paraprofessional, effective January 1, 2020

20. Staff Appointments

To approve the following staff appointments:

- a. Luciano Epp, High School, Technology Teacher, effective November 1, 2019 through June 30, 2020 at BA-1 \$57,443 Account #: 11-140-100-101-02
BA from New Jersey Institute of Technology
Holds a NJ Certificate of Eligibility -Teacher of Technology Education
- b. Mahum Fernandez, Sherman, Grade 4 Replacement Teacher, effective January 21, 2020* through June 30, 2020 at BA-4 \$58,076. (mat. leave repl. for J. Padovano)
BA from St. Peter's University
Holds a NJ Elementary Teacher K-6
**Note- or later when released from current contract*
- c. David O'Connor, Aldene, Paraprofessional, effective January 2, 2020 through June 30, 2020 6.5 hrs./day at \$16.19/hr.
Account #: 11-000-217-106-10
- d. Danielle Hilton, Aldene, Paraprofessional, effective January 3, 2020 through June 30, 2020 at 6.5 hrs./day at \$16.19/hr. (repl. S. Marquis)
Account #: 11-000-217-106-10
- e. Kalpana Dudani, Sherman, Paraprofessional, effective January 2, 2020 through June 30, 2020 at 6 hrs./day at \$16.19/hr. (repl. S. Barlett)
Account #: 11-000-217-106-10
- f. Cheryl Gamba, Aldene, Replacement Paraprofessional, effective January 16, 2020 through June 5, 2020 at 6.5/hrs/day at \$16.19/hr. (mat. leave repl. for V. Zherka)
Account #: 11-000-217-106-10
- g. Erica Sosa, Sherman, Lunch Aide, effective January 9, 2020 through June 30, 2020 at \$11/hr. Account #: 11-000-262-110-00

21. Additional HS Extra-Curricular Athletic Proctor 2019-2020

To approve the following high school extra-curricular proctor for the 2019-2020 school year, as per RPEA contract:

Maria Teresa Scutro

Account #: 11-402-100-100-16

Original agenda resolution appeared on the August 20, 2019 Regular Public Meeting, resolution no. 9

22. *Change of Assignment/Transfer*

To approve the following change of assignment/transfers:

	<u>From</u>	<u>To</u>
a. Mary Ann Hrubic	Special Services Secretary 12 months \$61,345	Superintendent Secretary 12 months \$65,000 Acct. # 11-000-230-100-00 <i>effective 2/1/2020</i>
b. Yolanda Pascarella	Aldene Paraprofessional 6.75 hrs/day +\$1.00 toileting \$16.19/hr. 11-000-217-106-10	Aldene Paraprofessional 6.5 hrs/day \$16.19/hr. Acct. # 11-000-217-106-10 <i>effective 1/1/2020</i>
c. Stefania Mercaldi	Aldene Paraprofessional 6 hrs/day \$16.19/hr. 11-000-217-106-10	Aldene Paraprofessional 6.5 hrs/day \$16.19/hr. Acct. # 11-000-217-106-10 <i>effective 1/1/2020</i>

23. *Maternity Leave of Absence Request (Joanna Zaraza, MS Guidance Counselor)*

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Joanna Zaraza commencing on March 2, 2020 and extending through March 13, 2020. Joanna Zaraza will use accumulated sick leave days from March 2, 2020 through March 13, 2020 in order to receive salary. During this pre-birth disability leave, she will continue to receive health benefits. 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 post-birth disability period of Joanna Zaraza following the birth of her child commencing March 14, 2020 until April 11, 2020. Joanna Zaraza will use accumulated sick leave day during this period of time in order to receive salary and health benefits. The employee's post-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 Joanna Zaraza commencing April 12, 2020 and extending through June 15, 2020. 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.

24. *Maternity Leave of Absence Request (Rachel Siegel, RG, Grade 2 Teacher)*

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Rachel Siegel commencing on March 30, 2020 and extending through April 23, 2020. Rachel Siegel will use accumulated sick leave days from during this pre-birth disability period in order to receive salary and health benefits. 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 post-birth disability period of Rachel Siegel following the birth of her child commencing April 24, 2020 until May 21, 2020. Rachel Siegel will use accumulated sick leave days from during this post-birth disability period in order to receive salary and health benefits. The employee's post-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 Rachel Siegel commencing May 22, 2020 and extending through June 30, 2020. 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 as of the first staff reporting day of the 2020-2021 school year.

25. *Maternity Leave of Absence Request (Ivy Lam, Business/Special Services Bookkeeper)*

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Ivy Lam commencing on January 10, 2020 and extending through January 13, 2020. Ivy Lam accumulated sick leave days from during this pre-birth disability leave in order to receive salary and health benefits. 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 post-birth disability period of Ivy Lam following the birth of her child commencing January 14, 2020 until February 10, 2020. Ivy Lam shall use accumulated sick leave days from January 14, 2020 through January 23, 2020. The employee shall not receive salary commencing January 24, through February 10, 2020, but will continue to receive health benefits. The employee's post-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 Ivy Lam commencing February 11, 2020 and extending through February 28, 2020. 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 as of March 2, 2020.

26. *Maternity Leave of Absence Request (Valdete Zherka, Aldene, Paraprofessional)*

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Valdete Zherka commencing on January 15, 2020 and extending through January 22, 2020. Valdete Zherka will use accumulated sick leave days from January 15, 2020 through January 21, 2020 in order to receive salary and shall not receive salary on January 22, 2020. During this pre-birth disability leave, she will to continue to receive health benefits. 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 post-birth disability period of Valdete Zherka following the birth of her child commencing January 23, 2020 until February 20, 2020. Valdete Zherka shall not receive salary during this period of time, but will continue to receive health benefits. The employee’s post-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 Valdete Zherka commencing February 21, 2020 and extending through June 5, 2020. 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 as of June 8, 2020.

27. *Revision of Maternity Leave of Absence*

To approve the following revision of maternity leave of absence:

	<u>From</u>	<u>To</u>
Jamie Nevitt MS Mathematics Teacher	September 1, 2018 through March 3, 2020	September 1, 2018 through March 2, 2020

28. *Salary Adjustment*

To approve a one-time \$300 increase in salary for obtaining a boiler license for custodian, Gerald Pashaj, as per RPEA contract.

29. *Professional Development*

To approve the following staff to provide parent/student support to create LinkIt Student/Parent Portal accounts at the hourly rate of \$34.83 during the 2019–2020 school year.

Christine Dougherty – 7.25 hrs.

Rosa Iglesias – 4 hrs.

Account #: 20-260-100-101-16 (Title IIA)

30. WISE “Energize with Math” Program

To appoint the following WISE “Energize with Math” personnel for 26 sessions from January 2020 to April 2020:

Rate:

Teachers-\$34.83 per hour/ session

Paraprofessionals- \$16.19 per hour/ session

Robert Gordon – (6 teachers)

Gina Cesaro Lisa Guarnaccio

Josephine Marino Tara Pisano

Carol Rickert Lynn Matthews

Substitutes

Kimberly Rusert Mary Beth Connell

Brooke Provino Kristen Kulbaba

Bethany Goldman

Teachers Account Number: 11-421-100-101-05 cost not to exceed \$5,434

EJF-Aldene –(6 teachers)

Andrea Cruz Lisa Irizarry

Jodi Foy Rebecca Lataweic

Judy Nese Nicole Quaglia

Substitutes

Alexandra Martinho Jessica Rozewski

Rebecca Antonelli

Paraprofessionals:

Rashmi Baxi

Teachers Account Number: 11-421-100-101-04 cost not to exceed \$5,434

Paraprofessional Account Number: 11-421-100-106-04 cost not to exceed \$421

Sherman School- 9 Teachers

Jennifer Burgos

Denise Matarante

Katie Chierico

Michelle Cholankeril

Karina DiLillo

Wendy Ozeri

Randi Sheps

Jane Garretson

Christopher Dimakos

Substitutes:

Bernerdine Scholz
Dena Wilds
Amber Ingenito
Rosangela Perez

Paraprofessional

Sandra Califano

Teachers Account Number: 11-421-100-101-06 cost not to exceed \$8,151

Paraprofessional Account Number: 11-421-100-106-06 cost not to exceed \$421

31. *Language translation*

To approve compensation for the following staff member for language translation, as needed, for the 2019-2020 school year.

Edith Silva

Cost not to exceed: \$500

Account Number: 11-240-100-101-16

Original agenda resolution appeared on the November 5, 2019 Regular Public Meeting, resolution no. 13

32. *Leave of Absence Request*

To approve the intermittent family leave of absence request of Employee #1850 for the period of October 9, 2019 through June 30, 2020. The employee's leave shall be without pay and the employee's health benefits shall be maintained during this leave of absence. 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.

33. *Bilingual Evaluation*

To approve Isabel Guarino to conduct bilingual educational evaluations for bilingual students, on a as needed basis.

Rate: \$ 400 per evaluation

Account Number: 11-000-219-104-16

Vice President Leingang	yes	Chad Hemenway	yes
Susan Carlstrom	yes	Khamele McLeod-Cato	yes
Marissa Falcon	yes	Christopher Miller	yes
Marc Fernandez	yes	President Signorello, Jr.	yes
Loren Harms	yes		

On roll call, motion carries.

36. *Workshop Attendance Requests*

To approve the following staff workshop attendance requests:

Attendees	Conference	Date
Dina Ortizio	Bureau of Education & Research Strengthens Special Needs Students West Orange	January 14, 2020

Cost not to exceed: \$279.00
Account Number: 11-000-223-500-05

Attendees	Conference	Date
Andrew Williamson	New Jersey Music Educators State Conference Atlantic City	February 20-22, 2020

Cost not to exceed: \$487.88
Account Number: 11-000-223-500-02

Michelle Calas, School Business Administrator/ Board Secretary, certifies the availability of funds.

37. *Revision of Contract Dates*

To approve the following revision of contract dates with Staff Development Workshops, Inc. for staff development training in literacy for Special Education teachers on September 4, October 8, and March 17, 2020.

Original agenda resolution appeared on the July 23, 2019, Regular Public Meeting, resolution no. 19

38. *Intern Affiliation Agreement*

To authorize to enter into an intern affiliation agreement with Kean University, 1000 Morris Avenue, Union NJ, 07083 to make the District schools available for the clinical experience for 2 Clinical University students, who are substitute certified, to teach in the District schools in the absence of a teacher. Term of agreement will be for a period of three (3) years commencing on September 1, 2019 through August 30, 2022.

39. *Bus Evacuation Drills*

To acknowledge bus evacuation drills for all non-transported students in accordance with NJAC 6A:27-11.2 on December 12, 2019, 8:30AM, front of RPHS, route RP004, supervised by J. Foy – Asst. Principal

Vice President Leingang	yes	Chad Hemenway	yes
Susan Carlstrom	yes	Khamele McLeod-Cato	yes
Marissa Falcon	yes	Christopher Miller	yes
Marc Fernandez	yes	President Signorello, Jr.	yes
Loren Harms	yes		

On roll call, motion carries.

BUSINESS

A motion was made by Mr. Harms seconded by Ms. Carlstrom to approve the following ***agenda items 40 through 51.***

The Superintendent recommends:

40. Approval of Bills

To approve the following bills for the month of December 2019:

General Current Expense	\$ 919,116.07
Special Revenue Funds	\$ 54,829.62
Enterprise Fund	\$ 68,026.08
Summer Camp	\$ 4,000.00
Total	\$1,045,971.77

41. 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 November 30, 2019 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 November 30, 2019 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.

42. Secretary/Treasurer Report

To approve the Secretary/Treasurer report for the period ending November 30, 2019.

43. Budget Transfers

To approve the following monthly transfers:

DESCRIPTION	ACCOUNT #	FROM		TO
MEDIA ED SVC	11-000-222-500-14	\$48,125.19	\$5,500.00	\$53,625.19
HS EXTRA CURR TRANS	11-000-270-512-02	\$17,100.00	-\$5,500.00	\$11,600.00
HS DUES & FIELD TRIPS	11-190-100-800-02	\$2,419.40	\$555.00	\$2,974.40
HS GENERAL SUPPLIES	11-190-100-610-02	\$109,899.11	-\$555.00	\$109,344.11
HEALTH BENEFITS WAIVER	11-000-291-290-16	\$0.00	\$205,000.00	\$205,000.00
HEATH BENEFIT WAIVER	11-000-291-270-16	\$205,000.00	-\$205,000.00	\$0.00
TITLE IIA-PURCH PROF SERV	20-260-200-300-11	\$12,001.00	\$390.00	\$12,391.00
EXTRA COMP TITLE IIA	20-260-100-101-16	\$5,000.00	-\$390.00	\$4,610.00
HOME INSTRUCT-PURCH	11-150-100-320-10	\$16,483.00	\$20,000.00	\$36,483.00
REGIONAL DAY & CSSD	11-000-100-565-10	\$669,317.96	-\$20,000.00	\$649,317.96
WATER,REGISTRATION, ETC	11-000-262-490-07	\$5,021.99	\$12,730.00	\$17,751.99
ELECTRICITY - HS	11-000-262-620-92	\$98,136.15	-\$12,730.00	\$85,406.15
ED MEDIA SVC	11-000-222-500-14	\$53,625.19	\$21,349.00	\$74,974.19
HS GUID SUPP & MATERIALS	11-000-218-600-02	\$10,201.89	-\$8,000.00	\$2,201.89
SUPPLIES TECHNOLOGY	11-000-221-600-14	\$11,612.58	-\$700.00	\$10,912.58
ALDENE SUPP & MATERIALS	11-000-222-600-04	\$600.00	-\$600.00	\$0.00
RG SUPP & MATERIALS	11-000-222-600-05	\$600.00	-\$600.00	\$0.00
SHER SUPP & MATERIALS	11-000-222-600-06	\$814.03	-\$104.44	\$709.59
GENERAL SUPPLIES	11-190-100-610-00	\$143,620.32	-\$7,544.56	\$136,075.76
HS MUSIC SUPPLIES	11-190-100-610-27	\$6,194.92	-\$1,000.00	\$5,194.92
HS BUSINESS ED SUPP	11-190-100-610-29	\$3,200.00	-\$1,000.00	\$2,200.00
LLD SUMMER SUPPLIES	11-205-100-610-70	\$200.00	-\$200.00	\$0.00
MULT DISABL SUM SUPP	11-212-100-610-70	\$300.00	-\$300.00	\$0.00
AUTISM SUMMER SUPP	11-214-100-610-70	\$300.00	-\$300.00	\$0.00
RECREATION CENTER SUPP	11-800-330-600-66	\$2,000.00	-\$1,000.00	\$1,000.00
SECURITY	11-000-266-300-02	\$8,500.00	\$9,000.00	\$17,500.00
CONTRACTED MAINT SVC HS	11-000-261-420-02	\$306,078.80	-\$9,000.00	\$297,078.80
TUITION-OTHER LEA-SPEC	11-000-100-562-10	\$0.00	\$11,931.00	\$11,931.00
REG DAY & CSSD TUITION	11-000-100-565-10	\$649,317.96	-\$11,931.00	\$637,386.96
SATURDAY PROGRAM	11-421-100-106-02	\$0.00	\$6,700.00	\$6,700.00
LLD SUMMER AIDES SAL	11-205-100-106-70	\$60,000.00	-\$6,700.00	\$53,300.00
EXTRAORDINARY SERV	11-000-217-106-79	\$8,000.00	\$10,000.00	\$18,000.00
EXTRAORDINARY SERV SAL	11-000-217-101-10	\$70,879.00	-\$10,000.00	\$60,879.00
SECRETARIAL SUBS	11-000-240-105-79	\$1,293.46	\$7,000.00	\$8,293.46
SALARIES - PRINCIPAL	11-000-240-103-06	\$98,673.00	-\$7,000.00	\$91,673.00
FSA	11-000-291-270-18	\$2,000.00	\$5,000.00	\$7,000.00
UNUSED SICK PAYMENT	11-000-291-299-00	\$175,580.00	\$13,485.00	\$189,065.00
HEALTH BENEFITS	11-000-291-270-00	\$4,979,203.98	-\$18,485.00	\$4,960,718.98
RELATED SERV OT/PT	11-000-216-320-10	\$52,033.75	\$27,000.00	\$79,033.75
RELATED SERV SAL	11-000-216-101-10	\$361,440.00	-\$22,300.00	\$339,140.00
SS PRO/TECH SERV	11-000-219-390-10	\$44,980.00	-\$4,700.00	\$40,280.00

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CUSTODIAL SUBS	11-000-262-100-79	\$25,000.00	\$15,000.00	\$40,000.00
CONTRACTED MAINT SVC MS	11-000-261-420-03	\$131,176.61	-\$8,000.00	\$123,176.61
MAINT SUPPLIES RG	11-000-261-610-05	\$12,027.92	-\$2,000.00	\$10,027.92
LUNCHROOM & PLAY AIDES	11-000-262-110-00	\$93,000.00	-\$5,000.00	\$88,000.00

44. Use of Buildings and Grounds

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

- a. Roselle Park Recreational Wrestling – Tournament
Roselle Park High School – gym, sound equipment, restrooms, wrestling room, lockers
Saturday, January 4, 2020 (setup)
4:00PM – 5:00PM
Sunday, January 5, 2020
7:00AM – 4:00PM
** prior administrative permission granted*
- b. Work Family Connection – Staff Meeting
Roselle Park Middle School – media center
Tuesday, December 17, 2019
6:00PM – 7:30PM
** prior administrative permission granted*
- c. Roselle Park Cabaret – Practice
Roselle Park Middle School – classroom
Tuesday, Thursday, January 14 & 16, 2020
6:30PM – 9:00PM
- d. Roselle Park Recreational Basketball – Practices
Roselle Park Middle School – gymnasium
Monday – Friday, December 9, 2019 – March 19, 2020
(*except 12/9, 10, 11, 13, 19, 1/7, 8, 15, 21, 28, 2/5, 6, 7, 2020*)
6:30PM – 9:00PM
- e. Aldene PTO – Breakfast with Santa
Aldene School – gymnasium
Thursday, December 19, 2019
3:00PM – 7:00PM
** prior administrative permission granted*
- f. MUJC Music Festival
Aldene School – music room
Tuesday, Wednesday, February 19, 25, March 3, 10, 17, 24, 2020
7:00PM – 8:30PM

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- g. Roselle Park Recreational Basketball – Practices
Aldene School – gymnasium
Monday – Friday, December 17, 18, 20, 2020, January 7 – 30, February 4 – 28, 2020,
March 3 – 13, 2020
6:00PM – 9:00PM
- h. Roselle Park Girl Scouts Troop 40028 – Talent Show
Roselle Park Middle School – auditorium, stage, gymnasium
Friday, February 28, 2020
5:30PM – 9:30PM
- i. Borough of Roselle Park – Memorial Day Parade
Sherman School – playground and school front
Monday, May 25, 2020
8:00AM – 3:00PM
- j. Roselle Park Soccer Club – Indoor Games
Roselle Park High School – gymnasium, restrooms, tables
Sunday, March 1, 2020
11:00AM – 5:00PM
- k. Knights of Columbus Council 3240 – Meeting
Anthony Signorello Youth Center – room, students café, gymnasium
Friday, January 31, 2020
6:00PM – 9:00PM

45. *Revision of Use of Buildings and Grounds*

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

From:

Roselle Park Soccer Club – Conditioning & Tactical Training
Robert Gordon School – gymnasium
Monday – Friday, December 2, 2019 – April 3, 2020
5:30PM – 9:30PM

To:

Roselle Park Soccer Club – Conditioning & Tactical Training
Robert Gordon School – gymnasium
Monday – Friday, December 2, 2019 – April 3, 2020
6:00PM – 9:00PM

46. Revision of Federal Programs Salary Allocations for 2019-2020

To approve the following salary allocations for Federal programs for the 2019-2020 school year:

<u>Teacher's Name</u>	<u>Program</u>	<u>%</u>	<u>Program Salary</u>
Salas, Sergio	Title I	20%	\$ 1,242
Weingart, Jessica	Title IIA	25.5%	\$ 19,704
<u>Paraprofessional's Name</u>	<u>Program</u>	<u>%</u>	<u>Program Salary</u>
Califano, Linda	IDEA B	50%	\$ 14,802
Califano, Sandra	IDEA B	100%	\$ 20,220
Cordoba, Andres	IDEA B	100%	\$ 4,842
Gallagher, Emilie	IDEA B	100%	\$ 12,336
Heim, Lisa	IDEA B	100%	\$ 22,077
Jenkins, Katherine	IDEA B	100%	\$ 7,592
Kessler, Robert	IDEA B	100%	\$ 14,324
Klein, Jennifer	IDEA B	100%	\$ 8,573
Leinberger, Mary Jane	IDEA B	100%	\$ 16,386
Marques-Albano, Sandra	IDEA B	100%	\$ 5,570
Martinez, Jamie	IDEA B	100%	\$ 1,679
Martinho, Andrea	IDEA B	100%	\$ 8,043
Mazzeo, Lorraine	IDEA B	100%	\$ 3,983
Moreno-Wisniewski, Eulalia	IDEA B	100%	\$ 14,025
Ramirez, Romina	IDEA B	100%	\$ 2,310
Restrepo-Taborda, Mario	IDEA B	100%	\$ 3,575
Rivera, Brenda	IDEA B	100%	\$ 3,796
Vaughn-Spring, Stacy	IDEA B	100%	\$ 2,830
Bartlett, Sandra	IDEA PS	78%	\$ 5,390
Silva, Edith	IDEA PS	41%	\$ 9,443

Original agenda resolution appeared on the October 15, 2019, Regular Public Meeting, resolution no. 12

47. Approval of Minutes

To approve the following minutes:

December 3, 2019

48. Stale Check Cancellation

To cancel the following stale checks in the Roselle Park Board of Education Payroll and Warrant Accounts:

9/15/2017	#157435	\$ 328.35
2/1/2019	#221241	<u>\$ 38.95</u>
Total:		\$ 367.30

48. Settlement Agreement

The Board, upon recommendation of the Superintendent, approves the Decision Approving Settlement between the Board and parents of student #65.

50. District Contracts/ Agreements

- A. To approve the professional services contract with Therapy Source, Inc., 5215 Militia Hill Road, Plymouth Meeting, PA, 19462 to provide BCBA and speech therapy services to the Board of Education, as per the terms and conditions of the Request for Proposal at the following costs:

<u>Services per Hour</u>	
Speech Therapy	\$88.50 per hour
BCBA	\$112 per hour

Term of contract will be from November 15, 2019 through June 30, 2020.

Cost not to exceed: \$63,600
Account Number: 11-000-216-320-10

- B. To approve the contract with E-Rate Online, LLC to provide USF Filing Services for E-Rate Funding for the 2020 year.

Term of agreement will be from January 1, 2020 through December 31, 2020.

Cost not to exceed: \$5,000
Account Number: 11-000-252-340-14

Michelle Calas, School Business Administrator/ Board Secretary, certifies the availability of funds.

51. Donation

To accept a donation from The Work-Family Connection in the amount of \$150.00. This donation will be used for school activities.

Vice President Leingang yes Chad Hemenway yes

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Susan Carlstrom	yes	Khamele McLeod-Cato	yes
Marissa Falcon	yes	Christopher Miller	yes
Marc Fernandez	yes	President Signorello, Jr.	yes
Loren Harms	yes		

On roll call, motion carries.

Continuing Business

None

New Business

Mr. Miller congratulated the elected members of the board and thanked the prior presidents.

Mr. Leingang expressed his gratitude to the board for having confidence in him.

Public Participation

Robert Mathieu- 112 West Lincoln- congratulated newly elected and all for all their service. He indicated that he is the new liaison with the board of education.

Jacqueline Garcia- 600 Laurel Ave- discussed her child's participation in extracurricular activities and communication with out of district placement students and those that are bilingual families.

Mr. Garrido indicated that translations are made as much as possible and advised her to speak with Recreation Director in reference to specific activities.

Thomas Signorello- 7 Rhoda Terrace- concerned about the football program with the resignation of current coach. He requested that the coach be asked to rescind his resignation. He distributed a hand- out of the coach's accomplishments.

Closed 7:38

Adjournment

A motion was made by Mr. Hemenway and seconded by Mr. Harms to to adjourn the meeting at 7:39 p.m.

Motion carries.

Next scheduled board meeting: Tuesday, January 28, 2020 at 6PM in the Middle School auditorium.

Respectfully submitted,

Michelle Calas
School Business Administrator
Board Secretary