



ROSELLE PARK BOARD OF EDUCATION REGULAR PUBLIC MEETING MINUTES

January 28, 2020
6:00PM

Notice of Meeting

This meeting, held in the Middle School gymnasium/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

President Signorello	Loren Harms <i>arrived 6:49 pm</i>
Vice President Leingang	Chad Hemenway
Susan Carlstrom	Khamele McLeod-Cato
Marissa Falcon <i>arrived 6:05 pm</i>	Christopher Miller
Marc Fernandez	
Pedro Garrido, Superintendent of Schools	
Michelle Calas, School Business Administrator/Board Secretary	
Jaclyn Morgese, 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. Attorney/Client Privilege- the Board discussed funding sources for property renovations and the Board attorney provided guidance regarding same.

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, 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. Miller	Seconded	Mr. Leingang Time 6:03
	AYE-7	NAY-0	

Motion to return to public session

Moved Mr. Leingang Seconded Mr. Harms Time 7:01
AYE-9 NAY-0

Public Participation

None

Committee Reports

None

Principal's Report

Ms. Genao discussed her transition to Robert Gordon School. She provided school highlights as well as some of their accomplishments.

Student recognition were provided to the students.

Student Recognition

Students that exceeded expectations with a score above 790 on the Grade 3 Mathematics portion of the NJSLA assessment in May 2019.

Jackson D'Arpa Tarun Manoj Logan Mathew
Mohammed Muiz Caitlin Whiteside

Students that exceeded expectations with a score above 810 on the Grade 3 Language Arts Literacy portion of the NJSLA assessment in May 2019.

Samantha D'Amico Caitlin Whiteside

Students that exceeded expectations with a score above 790 on the Grade 4 Language Arts Literacy portion of the NJSLA assessment in May 2019.

Alexandra Avivi Emilia Diaz Victoria Gayed
Ayleen Gonzalez Brandon Kielbasa Anthony Manzo
Yangjoon Padilla Briana Realpe Bryanna Rivera

Superintendent's Report

Comprehensive Annual Financial Report (CAFR) for the year ending 6/30/19

Mr. Garrido called Robert Hulsart Jr., auditor, who presented the overall findings of the CAFR and the AMR. He thanked the Mr. Hulsart for his help and support throughout the audit. Mr. Garrido gave an update on the Coronavirus and explained that there is an update from the Department of Health on the website.

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POLICY

Mr. Garrido provided an explanation about the new policies on the agenda.

A motion was made by Mr. Harms seconded by Mr. Hemenway to approve the following agenda items 1 through 3.

The Superintendent recommends:

1. District Policies – First Reading 2415.30

To approve the following district policy for first reading:

2415.30 EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE

2. District Policy – First Reading 5141.22

To approve the following district policy for first reading:

5141.22 MEDICAL MARIJUANA

3. District Policy – First Reading 6153

To approve the following district policy for first reading:

6153 FIELD TRIPS

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

*was not present for the vote

On roll call, motion carries.

PERSONNEL

A motion was made by Mr. Harms seconded by Ms. Falcon to approve the following agenda items 4 through 13.

The Superintendent recommends:

4. District Substitutes

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

TEACHERS

Marcella Assuncao	Rutgers '18	Grades K-12
Kristin Dymond-Drake	Kean	Grades K-6

5. Staff Resignations

To accept the following resignations:

- a. Carolina Baluarte, Aldene, Paraprofessional, effective January 31, 2020
- b. Gino Piccarelli, Gordon, Custodian, effective January 14, 2020.

6. Staff Appointments

To approve the following staff appointments:

- a. Lisa Cepeda, Robert Gordon, Kindergarten Replacement Teacher, effective February 10, 2020 through June 30, 2020 at BA-1 \$57,443 Account #: 11-110-100-101-05
BA from Rutgers University
Holds a NJ Standard Certificate –Elementary K-6
- b. John Ranieri, 2020 Summer Camp Director, effective December 1, 2019 through August 31, 2020 at \$18,000. Account #: 51-920-330-100-13
- c. Kristin Dymond-Drake, Sherman, Paraprofessional, effective February 10, 2020 through June 30, 2020 5.5 hrs./day at \$16.19/hr. (repl. J. Johnson)
Account #11-000-217-106
- d. Brooke Vernick, Aldene, Paraprofessional, effective February 3, 2020 through June 30, 2020 6 hrs./day at \$16.19/hr. (repl. C. Baluarte)
Account #11-000-217-106
- e. Martha Stevens, Sherman, Replacement Paraprofessional, effective February 3, 2020 through June 8, 2020 6 hrs./day at \$16.19/hr. (LOA. V. Zherka)
Account #11-000-217-106

7. Sick Day Bank

To approve an agreement between the Roselle Park Board of Education and the Roselle Park Education Association to permit RPEA members to donate one (1) sick day each on a voluntary basis to AnnMarie Gaccione, Sherman, Grade 2 Teacher. (Inclusive of administrators, custodian/maintenance and full time non-unit personnel)

8. Afterschool Band Program Paraprofessional

To approve Rashmi Baxi, Paraprofessional, to assist in the Aldene after school program on the following dates: 1/15, 1/24, 2/11, 2/21, 3/10, 3/18, 3/26, 4/3, 4/21

Rate: \$16.93 per hour

Cost not to exceed: \$153 Account Number: 11-421-100-106-04

9. Staff Retirements

To approve the following retirements for the 2019-2020 school year:

- a. Jeffery Manno, Elementary Instrumental Music Teacher, effective July 1, 2020
- b. Janice Haddad, High School, School Nurse, effective July 1, 2020

10. Change of Assignment/Transfer

To approve the following change of assignment/transfers:

	<u>From</u>	<u>To</u>
a. Cheryl Gamba	Aldene Paraprofessional 6.5 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 2/3/2020</i>
b. Brenda Malfatto	Adm. Asst to SBA/BA 12 months \$57,921	Secretary to Dir. of Curriculum 12 months Step 7 \$57,921 Acct. # 11-000-221-105-11 <i>effective 3/1/2020</i>

11. Additional High School & Middle School Coaches 2019-2020

To approve the following additional high school extra-curricular coaches for the 2019-2020 school year:

Assistant MS Track Coach	Jason Kaulfers	1-1	\$2,763
Assistant HS Boys Tennis Coach	Stephen Margolin	1-1	\$2,763
HS Assistant Golf Coach	Charles Wischusen	1-1	\$2,021

Account number: 11-402-100-100-02

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

12. Additional Home Instruction Instructors

To approve the following additional home instructors for the 2019-2020 school year as needed:

Charlene Durniak Kristen Hickman Lisa Robison

Account number 11-150-100-101-10 cost not to exceed \$10,000

Original agenda resolution appeared on the October 1, 2019 Regular Public Meeting, resolution no. 7

13. Middle School Intervention Program

To appoint the following personnel for 15 sessions for math intervention and 12 sessions for ELA intervention from February 18, 2020 to April 8, 2020:

Rate:

Teachers-\$34.83 per hour/ session

Math – (3 teachers)

Lauren Bergeski

Kimberly Haralambopoulos

Lisa Klemens

Substitutes

Kristen Battaglia

Patricia Mawer

Annamarie Morrison

Shanna Fox

Jessica Weingart

Michelle Lynch

Lauren O'Toole

Gina Skierski

Minutes
January 28, 2020
Open Session

ELA – (3 teachers)
Jamie Carlson
Bridgette Maiorelli
Giuliana Melo

Substitutes
Karen Carey-Lynch
Michelle Howell
Lisa Robison
Ann Marie Ryan
Amy Balestrino
Emily Platt
Robert Duncan
Tricia Eger

Teachers Account Number: 11-421-100-101-03 cost not to exceed \$2,822

Vice President Leingang expressed his gratitude for Mr. Manno. President Signorello seconded those sentiments.

Vice President Leingang	yes
Susan Carlstrom	yes, abstention on 6b
Marissa Falcon	yes
Marc Fernandez	yes
Loren Harms	yes
Chad Hemenway	yes
Khamele McLeod-Cato	yes
Christopher Miller	yes
President Signorello, Jr.	yes, abstention on 6b

On roll call, motion carries.

17. 2020 Roselle Park Summer Camp

Approval to operate the 2020 Roselle Park Summer Camp effective June 22, 2020 – August 14, 2020.

18. Workshop Attendance Request

To approve the following staff workshop attendance requests:

Attendees	Conference	Date
Raymond Parenteau	NJ Building & Grounds Association Conference Atlantic City	March 23 & 24, 2020

Cost not to exceed: \$479.00
Account Number: 11-000-261-800-07

- Vice President Leingang yes
- Susan Carlstrom yes
- Marissa Falcon yes
- Marc Fernandez yes, abstention on 16
- Loren Harms yes
- Chad Hemenway yes
- Khamele McLeod-Cato yes
- Christopher Miller yes
- President Signorello, Jr. yes

On roll call, motion carries.

BUSINESS

A motion was made by Mr. Harms seconded by Ms. Falcon to approve the following agenda items 19 through 27.

19. 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 December 31, 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
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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 December 31, 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.

20. Approval of Bills

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

General Current Expense	\$ 367.30
General Current Expense	\$ 990,108.86
Capital Outlay	\$ 15,262.25
Special Revenue Funds	\$ 51,644.99
Enterprise Funds	<u>\$ 23,887.54</u>
Total	\$1,081,270.94

21. Federal Programs Salary Allocations for 2019-2020

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

Teacher's Name	Program	%	Program Salary
Margolin, Stephen	Title I	20%	\$8,726

22. Budget Transfers

To approve the following budget transfers:

ED MEDIA SVC	11-000-222-500-14	\$75,889.19	\$9,990.00	\$85,879.19
MS SUPPLIES & MATERIALS	11-000-222-600-03	\$1,500.00	-\$500.00	\$1,000.00
GENERAL SUPPLIES	11-190-100-610-00	\$136,075.76	-\$740.00	\$135,335.76
HS GENERAL SUPPLIES	11-190-100-610-02	\$109,344.11	-\$750.00	\$108,594.11
ALDENE TEXTBOOKS	11-190-100-640-04	\$3,600.00	-\$3,000.00	\$600.00
TEXTBOOKS - RG	11-190-100-640-05	\$2,600.00	-\$2,000.00	\$600.00
TEXTBOOKS - SHERMAN	11-190-100-640-06	\$2,400.00	-\$2,000.00	\$400.00
SUPPLIES	11-209-100-610-10	\$1,000.00	-\$1,000.00	\$0.00
CONTR MAINT SVCS SHER	11-000-261-420-06	\$106,010.09	\$15,000.00	\$121,010.09
CONTR MAINT SVCS MS	11-000-261-420-03	\$123,176.61	-\$15,000.00	\$108,176.61
STAFF DEV - RP MS	11-000-223-500-03	\$2,000.00	\$100.00	\$2,100.00
MS GENERAL SUPPLIES	11-190-100-610-03	\$48,250.34	-\$100.00	\$48,150.34
STAFF DEV - RPHS	11-000-223-500-02	\$2,300.00	\$100.00	\$2,400.00
HS GENERAL SUPPLIES	11-190-100-610-02	\$108,594.11	-\$100.00	\$108,494.11
TRAVEL	11-000-251-580-00	\$0.00	\$300.00	\$300.00
OTHER PURCHASED SERV	11-000-251-592-01	\$3,000.00	-\$300.00	\$2,700.00
STAFF DEV - RP MS	11-000-223-500-03	\$2,100.00	\$100.00	\$2,200.00
MS GENERAL SUPPLIES	11-190-100-610-03	\$48,150.34	-\$100.00	\$48,050.34
ASSEMBLY PROGRAMS HS	11-190-100-320-02	\$3,000.00	\$400.00	\$3,400.00
HS GENERAL SUPPLIES	11-190-100-610-02	\$108,494.11	-\$400.00	\$108,094.11
TITLE I PURCH PROF SERV	20-231-200-300-11	\$0.00	\$2,400.00	\$2,400.00
TITLE I INSTRUCT SUPPLIES	20-231-100-600-11	\$2,924.00	-\$2,400.00	\$524.00
IDEA B-OTHER PURCH SERV	20-250-200-500-10	\$2,700.00	\$360.00	\$3,060.00
IDEA B - SUPPLIES	20-250-100-600-10	\$9,668.00	-\$360.00	\$9,308.00
BEFORE/AFTER PROG	11-421-100-101-04	\$2,682.00	\$5,434.00	\$8,116.00
BEFORE/AFTER PROG	11-421-100-101-05	\$0.00	\$5,434.00	\$5,434.00
BEFORE/AFTER PROG	11-421-100-101-06	\$2,682.00	\$8,151.00	\$10,833.00
BEFORE/AFTER PROG	11-421-100-106-04	\$0.00	\$630.00	\$630.00
BEFORE/AFTER PROG	11-421-100-106-06	\$0.00	\$421.00	\$421.00
WISE STIPEND ALDENE	11-120-100-101-74	\$4,303.00	-\$4,163.68	\$139.32
WISE STIPEND RG	11-120-100-101-75	\$8,040.00	-\$5,434.00	\$2,606.00
WISE STIPEND SHERMAN	11-120-100-101-76	\$8,054.00	-\$8,054.00	\$0.00
ALDENE GENERAL SUPP	11-190-100-610-04	\$35,596.57	-\$1,901.00	\$33,695.57
SHERMAN GENERAL SUPP	11-190-100-610-06	\$36,840.11	-\$517.32	\$36,322.79
CUSTODIAL SUBS	11-000-262-100-79	\$40,000.00	\$10,000.00	\$50,000.00
PLANT OPERATIONS SUPP	11-000-262-610-07	\$109,290.47	-\$10,000.00	\$99,290.47
CST EXTRA COMP	11-000-219-104-16	\$25,810.05	\$1,189.95	\$27,000.00
SPEC SERV TRAVEL	11-000-219-592-10	\$2,445.55	-\$500.00	\$1,945.55
CST/SPEC SERV MISC	11-000-219-800-10	\$1,200.00	-\$689.95	\$510.05

23. Use of Buildings and Grounds

To approve the following use of buildings and grounds. Appropriate fees to be charged where applicable:

- a. Girl Scouts Troop 40399 – Meetings
Sherman School – students cafeteria
Wednesdays, January 29, February 12, March 11, April 8, May 6, June 17, 2020
6:15PM – 8:00PM
- b. Girl Scouts Troop 40033 – Projects
Roselle Park Middle School – students cafeteria
Friday, January 17, 2020, 3:30PM – 6:00PM
Friday, February 21, 2020, 5:00PM – 8:30PM
- c. Robert Gordon PTA – Meeting
Robert Gordon – students cafeteria, storage closet
Wednesday, February 5, 2020
6:00PM – 9:30PM
- d. Robert Gordon PTA – Pretzel Sales
Robert Gordon – teachers cafeteria, storage room
Friday, January 31, February 7, 2020
7:00PM – 9:00PM
- e. Roselle Park Youth Baseball & Softball League – Clinics
Roselle Park High School – gymnasium, restrooms
Thursday, January 30, February 6, 2020
7:00PM – 9:00PM
- f. The Work Family Connection – Staff Training – CPR
Sherman School – students cafeteria
Wednesday, Thursday, February 5, 6, 2020
6:00PM – 9:00PM
- g. Aldene PTO – Family Dance Night
Aldene – auditorium, restrooms, teachers cafeteria
Friday, January 31, 2020
6:00PM – 9:00PM
- h. Roselle Park Girl Scouts – Pancake Breakfast
Roselle Park High School – kitchen, students cafeteria, restrooms
Saturday, March 7, 2020
7:00AM – 1:00PM

- i. Work Family Connection – Staff Meeting
Roselle Park Middle School – media center
Thursday, January 23, 2020
6:00PM – 7:00PM
** prior administrative permission granted*
- j. Roselle Park Soccer Club – Practices, Games
Roselle Park Middle School – soccer field
Sundays – Saturdays, March 9 – June 20, 2020
Saturdays, Sundays, 9:00AM – 5:00PM
Mondays – Fridays, 6:00PM – 9:00PM

24. Grant Acceptance

To approve the acceptance of the following grant for \$1,000.00 from PSE&G - Power of Giving Volunteer Grant.

25. Comprehensive Annual Financial Report (CAFR)

To accept the June 2019 Comprehensive Annual Financial Report (CAFR)/Audit and Auditor’s Management Report on Administrative Findings, prepared by Robert A. Hulsart and Company.

26. Memorandum of Agreement

To approve the annual revisions to the Memorandum of Agreement between the Roselle Park Police Department and the Roselle Park Board of Education. *Copy on file in Superintendent’s office*

27. Approval of Minutes

To approve the following minutes:

January 8, 2020

Vice President Leingang	yes
Susan Carlstrom	yes, abstention on 20 and 26
Marissa Falcon	yes
Marc Fernandez	yes, abstention on 20
Loren Harms	yes, abstention on 20 and 26
Chad Hemenway	yes
Khamele McLeod-Cato	yes
Christopher Miller	yes, abstention on 23j
President Signorello, Jr.	yes, abstention on 20 and 26

On roll call, motion carries.

A motion was made by Mr. Harms seconded by Mr. Hemenway to approve the following agenda item 28.

28. Approval Preschool Classroom Space

To approve the submission of the application to the State Department of Education, Bureau of Facilities, for approval of an additional classroom for pre-kindergarten at the following locations:

- Robert Gordon Elementary School, 59 W. Grant Avenue, Roselle Park, NJ

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

On roll call, motion carries.

Continuing Business

None

New Business

Mr. Harms discussed the West Virginia tournament for wrestling and indicated that the athletes came in 6 out of 26. He congratulated the wrestling team. He indicated that he is very proud of our students in both academics and athletics.

President Signorello discussed the need for improvement of the athletic complex. He discussed exploring multiple funding sources for the athletic complex. He indicated that the board is very much interested in ensuring that the athletic complex is taken care of.

Public Participation

Alison Robinson, RPHS teacher, expressed her content with one of the district custodians and hoped to have him return to the high school.

Kathy Mooney, RPHS teacher, discussed the environment of the high school and discussed a district's custodian.

Michael Silver, RPHS teacher, discussed his support for one of the district custodians and hoped to have him return to the high school.

Arturo Toro, 421 Bender Ave., discussed the community garden. He hoped to extend opportunities to the students to learn about foods and where it comes from and to possibly have field trips to the community garden.

Vice President Leingang thanked Mr. Toro for all the work that he has done for the community.

Mr. Garrido said he would share the contact information with the principals.

Mr. Harms commended Mr. Toro for all his efforts and all he does for the community.

Adjournment

A motion was made by Mr. Harms seconded by Mr. Hemenway to adjourn the meeting at 7:47 p.m.

Motion carries.

Next scheduled board meeting: Tuesday, February 25, 2020 at the Aldene auditorium/gymnasium

ADDENDA

EDUCATION

The Superintendent recommends:

I. Workshop Attendance

To approve the following staff conference attendance request:

Attendees	Conference	Date
Karina DiLillo	Heinemann Workshop in Oradell, NJ	2/24/2020
Bethany Goldman	The Fountas & Pinnell Leveled Literacy Intervention Program (LLI):	2/25/2020
Rebecca Nunes	Intermediate LLI System Training	
Dina Ortizio		

Cost not to exceed: \$1800.00

Account Number: 11-000-223-500-11

Respectfully submitted,

Michelle Calas
School Business Administrator
Board Secretary