



**ROSELLE PARK BOARD OF EDUCATION  
REMOTE PUBLIC MEETING MINUTES  
October 6, 2020  
6:08 PM**

PLEASE BE ADVISED THAT due to the current State of Emergency, in accordance with N.J.S.A. 10:4-8 (b), and guidance from the New Jersey Department of Community Affairs, Division of Local Government Services, this Public Meeting- Public Hearing will be held by remote means.

**Notice of Meeting**

This meeting 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
Vice President Leingang	Chad Hemenway
Susan Carlstrom	Khamele McLeod-Cato
Marissa Falcon	<i>arrived 6:11</i> Christopher Miller
Marc Fernandez	
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 Matters – the Superintendent updated the Board on a student matter.
2. Personnel – the Superintendent updated the Board on a personnel matter.

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,

Agenda  
October 6, 2020  
Open 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.

Motion to go into executive session:

Moved: Mr. Harms  
Seconded: Mr. Miller  
Time: 6:11  
Voice Vote: AYE- 8 NAY-0

Motion to return to public session:

Moved: Mr. Harms  
Seconded: Ms. Carlstrom  
Time: 7:11  
Voice Vote: AYE- 9 NAY-0

\*\*\*\*\*

### **Public Participation – 7:00 PM – Agenda Items Only**

Each member of the public may speak a maximum of three minutes and adhere to the following:

- Have full name written on their profile
- Raise their hand icon on Zoom
- Wait to be called by the Board Secretary
- Once called, please put video on and unmute your audio

None

\*\*\*\*\*

### **Committee Reports**

Mr. Hemenway, Board liaison to Sherman PTA, attended their meeting. He discussed some of their activities and fundraisers. He indicated their Back to School Night date. He discussed what occurred at the meeting. He indicated that the playground at Sherman is an outstanding issue and indicated that the PTA raised money for the playground.

Mr. Fernandez discussed the Robert Gordon PTA and their activities and fundraisers.

\*\*\*\*\*

### **Superintendent's Report**

Mr. Garrido discussed entering first phase of bringing students back with the self-contained students. On October 19, 2020, PreK-3<sup>rd</sup> grade students will be coming in. Tentative date of November 16<sup>th</sup> for grades 4-12. He described the hybrid plan and the cohorts of students.

He also informed the public of the Back to School Nights. He indicated that the Principals will be meeting with PreK-3<sup>rd</sup> grade families.

Mr. Garrido reviewed the graduation report.

He gave the dates for Week of Respect and Violence Prevention Week.

## Personnel

### Agenda Items 1 through 11

The Superintendent recommends:

#### 1. Staff Appointments

To approve the following staff appointments:

- a. Lynn Matthews, 10-month Secretary, effective October 1, 2020 through June 30, 2021 at \$50,992 (prorated).  
Account Number: 11-402-100-100-02
- b. Kevin Sanchez, Elementary Instrumental Music Teacher, effective December 7, 2020\* through June 30, 2020 at BA-3 \$58,700 (prorated). (*repl. Jeffrey Manno*)  
Account Number: 11-120-100-101-06  
*\*Note – or sooner when released from current contract*
- c. Patricia Soto, High School Nurse, effective October 16, 2020\* through June 30, 2020 at BA-6 \$60,324 (prorated). (*repl. Janice Haddad*)  
Account Number: 11-000-213-100-02  
*\*Note – or sooner pending criminal background clearance*
- d. Melissa Miciek, Robert Gordon, Paraprofessional, effective September 29, 2020 through June 30, 2020, 5.5 hrs. /day at \$16.65/hr.  
Account Number: 11-000-217-100-10
- e. Kelly Costa, Sherman, Paraprofessional, effective October 16, 2020\* through June 30, 2020, 5.5 hrs. /day at \$16.65/hr.  
Account Number: 11-000-217-100-10  
*\*Note – or sooner pending criminal background clearance*
- f. Nawazish Syed, Sherman, Paraprofessional, effective October 16, 2020\* through June 30, 2020, 5.5 hrs. /day at \$16.65/hr.  
Account Number: 11-216-100-106-06 at 23%  
Account Number: 20-251-100-106-00 at 77%  
*\*Note – or sooner pending criminal background clearance*
- g. Ashantii Ricks, Aldene, Paraprofessional, effective October 16, 2020\* through June 30, 2020, 5.5 hrs. /day at \$16.65/hr.  
Account Number: 11-000-217-100-10  
*\*Note – or sooner pending criminal background clearance*

## 2. Leave of Absences

To approve the following leave of absence requests:

- a. To approve the extension leave of absence for Marcela Assuncao from the period of September 1, 2020 through September 25, 2020 to September 1, 2020 through October 31, 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.
- b. To approve the unpaid personal leave of absence of Erich Nechuta for the period of October 1, 2020 through January 4, 2021. The employee's leave shall be without pay.
- c. To approve the unpaid personal leave of absence of Gladys Roa- Jimenez for the period of October 1, 2020 through January 15, 2021. The employee's leave shall be without pay.

## 3. Maternity Leave of Absence Request

**RESOLVED**, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Emily Platt commencing on November 25, 2020 and extending through December 25, 2020. Emily Platt will use accumulated sick leave days during this pre- birth disability leave in order to receive salary. The employee's pre-birth disability leave shall run concurrent to her leave under the Family Medical Leave Act (FMLA). The employee waives health benefits.

**RESOLVED**, that the Board, upon recommendation of the Superintendent, approves the post-birth disability period of Emily Platt following the birth of her child commencing December 26, 2020 until January 25, 2021. Emily Platt will use accumulated sick leave days during this period of time in order to receive salary. 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 Emily Platt commencing January 26, 2021 and extending through April 12, 2021. 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.

## 4. Employment Contracts – Luncheon Aides

To approve the employment contracts for the following staff:

Name	Position	Hours	Rate
Murray, Nancy	Luncheon Aide	2.5 hrs./ day	\$12.00

**5. Degree Changes**

To approve the following staff member degree changes effective September 1, 2020 to June 30, 2021.

Name	<u>FROM</u>	<u>TO</u>
Lisa Robison	BA10 - \$63,622	MA30-10 - \$74,189

**6. District substitutes**

To approve additional substitutes. NJ Certified Teachers- \$100/day, Sub Certified- \$95/day, Paraprofessionals- \$13/hr., Secretary- \$75/day, Custodian- \$13/hr., Nurse- \$150/day, Home Instruction- \$34.83/hr., Bus Driver- \$31/hr.

**TEACHERS**

Andres	Cordoba	Kean '17	Grades N-12
Kalpana	Dudani	India	Grades N-12
Maureen	Garbarini	Villanova	Grades N-12
Laura	Mejia	Uni. deSan Buenaventurs	Grades PK-3
Mariam	Rehman	Pakistan	Grades N-12
Mario	Restrepo-Taborda	Kean BS '19	Grades K-12

**NURSES**

Melissa Daoulabani      Jersey City State College

**7. Change of Assignment**

To approve the following change of assignments/transfers:

	<u>From</u>	<u>To</u>
a. Maureen Garbarini	Sherman Paraprofessional 5.5 hrs. /day \$16.65/hr. 20-250-100-106-10	Sherman Paraprofessional 5.5 hrs. /day \$16.65/hr. + \$1.00 toileting Acct. # 20-250-100-106-10 <i>effective 10/1/2020</i>
b. Claudia Buccine	Sherman Paraprofessional 5.5 hrs. /day \$16.65/hr. 11-000-217-100-10	Sherman Paraprofessional 5.5 hrs. /day \$16.65/hr. +\$1.00 toileting Acct. # 11-000-217-100-10 <i>effective 10/1/2020</i>
c. Meghan Gibson	Middle School Paraprofessional 5.5 hrs. /day \$16.65/hr. 11-000-217-100-10	Middle School Paraprofessional 6 hrs. /day \$16.65/hr. +\$1.00 toileting Acct. # 11-000-217-100-10 <i>effective 10/1/2020</i>

d. Nancy Bury	Middle School Paraprofessional 5.5 hrs. /day \$16.65/hr. 11-000-217-100-10	Middle School Paraprofessional 6 hrs. /day \$16.65/hr. Acct. # 11-000-217-100-10 <i>effective 10/1/2020</i>
e. Mary Kessler	Aldene Paraprofessional 5.5 hrs. /day \$16.65/hr. 11-000-217-100-10	Aldene Paraprofessional 6 hrs. /day \$16.65/hr. +\$1.00 toileting Acct. # 11-000-217-100-10 <i>effective 10/1/2020</i>
f. Emilie Gallagher	Aldene Paraprofessional 5.5 hrs. /day \$16.65/hr. 11-000-217-100-10	Aldene Paraprofessional 6 hrs. /day \$16.65/hr. +\$1.00 toileting Acct. # 11-000-217-100-10 <i>effective 10/1/2020</i>
g. Katherine Jenkins	Aldene Paraprofessional 5.5 hrs. /day \$16.65/hr. 11-000-217-100-10	Aldene Paraprofessional 6 hrs. /day \$16.65/hr. +\$1.00 toileting Acct. # 11-000-217-100-10 <i>effective 10/1/2020</i>
h. Mary Jane Leinberger	Aldene Paraprofessional 5.5 hrs. /day \$16.65/hr. 11-000-217-100-10	Aldene Paraprofessional 6 hrs. /day \$16.65/hr. Acct. # 11-000-217-100-10 <i>effective 10/1/2020</i>
i. Danielle Hilton	Aldene Paraprofessional 5.5 hrs. /day \$16.65/hr. 11-000-217-100-10	Aldene Paraprofessional 6 hrs. /day \$16.65/hr. Acct. # 11-000-217-100-10 <i>effective 10/1/2020</i>
j. Cheryl Gamba	Aldene Paraprofessional 5.5 hrs. /day \$16.65/hr. 11-000-217-100-10	Aldene Paraprofessional 6 hrs. /day \$16.65/hr. Acct. # 11-000-217-100-10 <i>effective 10/1/2020</i>

## 8. Additional High School Extra-Curricular Advisors 2020-2021

Whereas, the Roselle Park Board of Education seeks to appoint extracurricular advisors for the 2020-2021 school year fall sports season; and

Whereas, the Roselle Park Board of Education will pay the full stipend associated with the extra-curricular activity in the event that the activity is conducted in-person and in full; and

Whereas, the Roselle Park Board of Education will not pay the amount of the stipend or pay a prorated amount of the stipend associated with the extra-curricular in the event that all or a portion of the activity is not conducted in-person due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure or a directive from the appropriate representative of the New Jersey Department of Education or a directive from the Governor or designee or the New Jersey Legislature or designee; and

Whereas, in the event that an extra-curricular activity is either cancelled or reduced or modified in any way, the stipend will not be paid or will be prorated commensurate with the percentage of months worked that is actually conducted in-person with a start date of October 1, 2020; and

Now, Be it Resolved, that the Roselle Park Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments for the 2020-2021 school year, contingent upon the extra-curricular activities running in-person and becoming operational, and with the stipend not to be paid if extra-curricular activity is cancelled, and with the stipend to be prorated should the extra-curricular activity not be completed in-person because of a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure or a directive from the appropriate representative of the New Jersey Department of Education or a directive from the Governor or designee or the New Jersey Legislature or designee:

9 <sup>th</sup> Class Advisors	Alison Robinson	Step B	\$1,516
	Jonathan Silberlight	Step B	\$1,516
10 <sup>th</sup> Class Advisors	Valentina Arango	Step B	\$1,516
	Robert Salamanca	Step B	\$1,516
11 <sup>th</sup> Class Advisors	Vincent Fucci	Step B	\$2,020
	Jennifer Lemke	Step B	\$2,020
12 <sup>th</sup> Class Advisors	Tina Hernandez	Step B	\$2,020
	Kristin Kowalski	Step B	\$2,020
Yearbook	Vincent Fucci	Step B	\$4,308
Yearbook Proofreaders	Wendy Battaglia	Step B	\$718
	Ann Badillo	Step B	\$718
Student Council	Jonathan Silberlight	Step B	\$3,315
National Honor Society	Anna Maria Matarredona	Step B	\$916
	Mary Baumann	Step B	\$916

**9. Middle School Additional Teacher and Classes 2020-2021**

To approve the following teacher to teach an additional class for the 2020-2021 school year:

First Name	Last Name	Location	Department	Rate	Amount	Account
Eileen	Carroll	Middle School	Science	1/8 <sup>th</sup>	\$8,549.00*	11-130-100-101-03

*\*prorated*

**10. Mentoring**

To approve the following staff member for completion of Mentoring Novice Teachers from the 2020-2021 school year.

<u>Novice Teacher</u>	<u>Mentor Teacher</u>	<u>Amount</u>
Lisa Guarnaccio	Christy Longo	\$550.00

**11. Resignation**

To accept the following resignation:

- a. Jean Erbeck, Sherman, Pre-K Teacher, effective November 30, 2020.

***Approval of Personnel Section***

Motion to Approve: Mr. Harms  
 Seconded: Mr. Hemenway

***Roll Call***

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	Yes



## EDUCATION

### Agenda Item 12

The Superintendent recommends:

#### 12. Nursing Services Plan

To approve the district Nursing Services Plan for the 2020-2021 school year.

#### *Approval of Education Section*

Motion to Approve: Mr. Harms  
Seconded: Mr. Carlstrom

#### *Roll Call*

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	Yes

## BUSINESS

### Agenda Items 13 through 22

The Superintendent recommends:

#### 13. 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 September 30, 2020 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 September 30, 2020 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.

#### 14. Approval of Bills

To approve the following bills for the month of September 2020:

General Current Expense	\$282,391.76
Capital Outlay	\$ 63,593.71
Special Revenue Funds	\$ 54,188.79
Enterprise Fund	\$ 23,159.48
Summer Camp	\$ 38.88
Total	\$423,372.62

#### 15. Approval of Minutes

To approve the following minutes:

September 15, 2020

**16. 2020-2021 Budget Transfers**

To approve the following budget transfers:

		FROM:	TO:	
11-000-262-590-07	Operations – Staff Development	\$1,000	\$300	\$1,300
11-000-262-610-07	Plant Operations Supplies	\$80,380.53	-\$300	\$80,080.53
11-000-221-104-11	Curric. Development Salaries	\$0	\$697	\$697
11-000-223-320-11	Staff Dev- Purch Prof Serv.	\$12,500	-\$697	\$11,803
11-000-222-500-14	Ed Media SVC – Internet Prov	\$63,000	\$21,020.28	\$84,020.28
11-190-100-500-06	Lease Purchase	\$104,449	-\$21,020.28	\$83,428.72

**17. Student Transportation**

To approve entering into contract in accordance with N.J.A.C. 6A:27-10-1 et seq. with:

Morris – Union Jointure Commission Board of Education  
 340 Central Avenue,  
 New Providence, NJ 07974

To provide student transportation for the following routes.

Route #	Schools	Route Cost	Term of Contract
985	DLC – Warren	\$22,856.21	9/1/2020 – 6/30/2021

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

Account # 11-000-270-518-10

**18. Secretary/Treasurer Reports**

To approve the secretary/treasurer reports for the period ending August 31, 2020.

**19. Use of Building and Grounds**

To approve the following use if buildings and grounds. Adherence to Governor Murphy’s Executive Order 107 is mandatory, which requires 6 feet of social distancing and the requirement of wearing of a facemask, if social distancing is not possible.

- a. Roselle Park Soccer Club – Games and Practices- *Revision*  
 Roselle Park Middle School  
 August 31<sup>st</sup> – November 21<sup>st</sup>, 2020  
 From: Saturdays – 8:30AM – 11:00AM  
 To: Saturdays – 8:30AM – 6:00PM

- b. Roselle Park Youth Baseball & Softball League - Practice  
 Roselle Park High School – Colfax Field (JV Softball Field)  
 September 19<sup>th</sup> and 26<sup>th</sup>, 2020  
 October 3<sup>rd</sup>, 10<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup>, 2020  
 November 7<sup>th</sup>, 14<sup>th</sup> and 21<sup>st</sup>, 2020  
 Saturdays – 12:00PM – 2:00PM

**20. Disposal of Property**

To approve the disposal of obsolete and damaged personal property from the school district.

<u>Qty.</u>	<u>Description</u>	<u>Location</u>	<u>Serial Number</u>
1	Cres-Cor Crown-X food warmer.	High School Kitchen	BJA-K1972 BOE asset tag #00059

**21. Coronavirus Relief Fund Grant**

To accept the Coronavirus Relief Fund Grant allocation in the amount of \$142,712.

**22. 2020-2021 Board Goals**

To approve the board goals for the 2020-2021 school year.

***Approval of Business Section***

Motion to Approve: Mr. Carlstrom  
 Seconded: Ms. Falcon

***Roll Call***

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	Yes

**Continuing Business**

Ms. Carlstrom expressed her content to see the crossing guards.

\*\*\*\*\*

**New Business**

Mr. Harms asked about the fields opening to the public.

Mr. Garrido responded.

President Signorello discussed Fire Prevention week and reminded families to please have smoke detectors.

\*\*\*\*\*

**Public Participation**

Each member of the public may speak a maximum of three minutes and adhere to the following:

- Have full name written on their profile
- Raise their hand icon on Zoom
- Wait to be called by the Board Secretary
- Once called, please put video on and unmute your audio

None

\*\*\*\*\*

**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: Attorney/ Client Privilege

1. Attorney/Client Privilege – the Superintendent advised the Board of a matter and the Board attorney provided legal guidance on same.

It is anticipated that the executive session will take approximately 60 minutes; 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.

Motion to go into executive session:

Moved: Mr. Harms  
Seconded: Ms. Falcon  
Time: 7:39  
Voice Vote: AYE- 9 NAY- 0

No action was taken.

Motion to return to public session:

Moved: Mr. Harms  
Seconded: Mr. Hemenway  
Time: 8:10  
Voice Vote: AYE- 9 NAY- 0

Agenda  
October 6, 2020  
Open Session

**Adjournment**

Motioned by: Mr. Harms  
Seconded by: Mr. Hemenway  
Time: 8:11  
Voice vote  
Motion carries.

The next scheduled board meeting will be held on Tuesday, October 20, 2020 at 7:00PM. The board meeting will not be held in the Aldene Elementary School auditorium/gymnasium. The meeting will be held virtually. Instructions are forth coming.

\*\*\*\*\*

Respectfully submitted,

Michelle Calas  
School Business Administrator  
Board Secretary