

**ROSELLE PARK SCHOOL DISTRICT**  
**Office of the Superintendent**

November 30, 2018

**TO:** Loren Harms, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – **December 4, 2018**

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

***Roll Call***

President Harms	_____	Matthew Leingang	_____
Vice President Miller	_____	Kimberly Powers	_____
Kevin Cancino	_____	Sundjata Sekou	_____
Troy Gerten	_____	Joseph Signorello, Jr	_____
Chad Hemenway	_____		
Pedro Garrido, Superintendent of Schools			_____
Susan Guercio, School Business Administrator/Board Secretary			_____
Jennifer Osborne, Board Attorney			_____

***Flag Salute***

***Public Participation – 7:00 PM – Agenda Items Only***  
***Each member of the public may speak a maximum of three minutes.***

***Committee Reports***

***Principal's Report***

***Student Recognition***

The following students will be recognized as "Students of the Month":

October  
Katie Donnelly

November  
Natalie Tribiano

December  
Parth Shah

***Superintendent's Report***

***POLICY***

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_  
to approve ***agenda item 1***.

***1. District Policy – First Reading 5330***

To approve the following ADMINISTERING AN OPIOID ANTIDOTE  
district policy: (first reading)

5330 ADMINISTERING AN OPIOID ANTIDOTE

Vice President Miller	_____	Mr. Leingang	_____
Mr. Cancino	_____	Ms. Powers	_____
Mr. Gerten	_____	Mr. Sekou	_____
Mr. Hemenway	_____	Mr. Signorello	_____
		President Harms	_____

On roll call, motion \_\_\_\_\_

**PERSONNEL**

**Consent Agenda Motion – Personnel**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following **agenda items 2 through 8.**

**2. District Substitutes**

Approval of additions to the district wide substitute list. (as recommended by the Superintendent) Paraprofessionals=\$13/hr.

**PARAPROFESSIONAL**

Anthony Banks                      23 Winding Wood Rd., Sayerville

**3. Staff Retirement**

To accept the following retirement: (as recommended by the Superintendent)

- a. Susan Guercio, School Business Administrator/Board Secretary, effective July 1, 2019
- b. Gail Pelaez, Robert Gordon, Basic Skills Teacher, effective January 1, 2019.

**4. Staff Resignations**

To accept the following resignations (as recommended by the Superintendent)

- a. Wensly Martinez, Robert Gordon, Paraprofessional, effective December 31, 2018
- b. Jovan Siconolfi, Aldene, Paraprofessional, effective December 31, 2018
- c. Katie Im, District, Physical Therapist, effective January 28, 2019

**5. *Staff Appointments***

To approve the following staff appointments: (as recommended by the Superintendent)  
(as per RPEA contract)

- a. Madison Mueller, Robert Gordon, Preschool Teacher, effective January 2, 2019 through June 30, 2019 at B1 \$56,663 (pro-rated)
- b. Jennifer Bates, Robert Gordon, Preschool Teacher, effective January 2, 2019 through June 30, 2019 at B1 \$56,663 (pro-rated)
- c. Brooke Provino, Robert Gordon, Preschool Teacher, effective January 2, 2019 through June 30, 2019 at B1 \$56,663 (pro-rated)
- d. Lori Mazzeo, Sherman, Elementary Teacher, effective January 2, 2019 through March 31, 2019 at B1 \$56,663 (pro-rated)(mat. leave) (repl. C. Shaute)

**6. *Additional HS Athletic Proctor and MS Club Advisor 2018-2019***

To approve the following high school athletic proctor and MS Club Advisor for the 2018-2019 school year: (as recommended by the Superintendent)

- a. Connor Gabriel                      HS Athletic Proctor                      \$40/event
- b. Michelle Howell                      MS Chess Club Advisor                      Volunteer

**7. *Additional Elementary Lunch Proctor 2018-2019***

To approve the following elementary lunch proctor for the 2018-2019 school year: (as recommended by the Superintendent)(as per RPEA contract)

Aldene Elementary Lunch Proctors \$25/day  
Stefani Mercaldi

**8. *Change of Assignments/Transfers***

To approve the following change of assignments/transfers: (as recommended by the Superintendent) (as per RPEA contract)

	<u>From:</u>	<u>To:</u>
a. Jill Bury	RG Pre-School Teacher M9 \$66,060 (funded by the Preschool Expansion Aid)	District PIRT Specialist M9 \$66,060 effective December 5, 2018
b. Stefania Mercaldi	Aldene Paraprofessional 4.75/hrs./day \$15.74/hr.	Aldene Paraprofessional 5.5/hrs./day \$15.74/hr. effective January 2, 2019
c. Maria Alvarez	RG Paraprofessional 6/hrs./day \$15.74/hr.	RG Paraprofessional 5.5/hrs./day \$15.74/hr. + toileting effective January 2, 2019
d. Adriana Quintana	RG Paraprofessional 6.5/hrs./day \$15.74/hr.	RG Paraprofessional 5.5/hrs./day \$15.74/hr. + toileting effective January 2, 2019

Vice President Miller \_\_\_\_\_  
Mr. Cancino \_\_\_\_\_  
Mr. Gerten \_\_\_\_\_  
Mr. Hemenway \_\_\_\_\_

Mr. Leingang \_\_\_\_\_  
Ms. Powers \_\_\_\_\_  
Mr. Sekou \_\_\_\_\_  
Mr. Signorello \_\_\_\_\_  
President Harms \_\_\_\_\_

On roll call, motion \_\_\_\_\_

## **EDUCATION**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda item numbered 9 through 12.***

### **9. Education Program**

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

Tuition Student – Incoming

#179	Hillside – Academy	12/10/18 - TBD	\$32,267(pro-rated)
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Bedside Instruction

#180	UCESC	10/hrs./wk.	11/15/18 – TBD	\$67hr.
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#181	PESI	10/hrs./wk.	11/19/18 – TBD	\$34.83hr.
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Tuition Student – Outgoing

#182	Montgomery Academy	11/26/18 – 11/27/18	\$667.14
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#185	Mount Carmel Guild Academy	12/3/2018	\$53,100 (pro-rated)
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Bilingual Child Study Team Educational Evaluation

#183	Isabel Guarino	\$400
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Interpreter Assistance – Arabic

#184	Ambassador Translating Inc.	\$119/hr. + \$48/hr. travel
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### **10. Educational Trip Requests**

To approve the following district educational trip requests:

University of Delaware, Newark, Delaware                      December 21 – 23, 2018  
Beast of the East Wrestling Tournament – Four high school varsity wrestlers will  
compete in this national tournament

### **11. Bus Evacuation Drills**

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

- a. September 18, 2018, 3:30PM, front of RPHS, route RP004, supervised by J. Foy – Asst. Principal
- b. October 5, 2018, 3:35 PM, front of RPHS, route RP001, supervised by J. Foy – Asst. Principal
- c. October 8, 2018, 3:27 PM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal
- d. November 13, 2018, 2:35 PM Larch St., route RP002, supervised by J. Foy – Asst. Principal

**12. Workshop Attendance Request**

To approve the following staff workshop attendance request:

Restructing RTI to Reach All Learners, Rockland, Mass. December 6 & 7, 2018

- a. James Salvo, Kristen Saunders, and Katherine Parsons -total \$2,139 + mileage (to be paid through Title IIA funds)
- b. Marie Mormelo and Dina Ortizio – total \$1,426 + mileage (to be paid through IDEA funds)

Motion \_\_\_\_\_

**BUSINESS**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following **agenda items 13 through 19.**

**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 October 31, 2018 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 October 31, 2018 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. Monthly Transfers**

To approve the transfers for the month of November 2018:

TRANSPORTATION	11-000-270-517	\$10,000.00	\$500.00	\$10,500.00
SALARIES OF TEACHERS	11-130-100-101	\$2,218,019.00	\$5,500.00	\$2,223,519.00
OTHER PURCHASED SERV	11-000-221-500	\$10,000.00	-\$5,500.00	\$4,500.00
TRANSPORTATION - ESC SPEC	11-000-270-518	\$258,919.22	-\$500.00	\$258,419.22
		\$2,496,938.22	\$0.00	\$2,496,938.22

**15. Approval of Bills**

To approve the following bills for the month of December 2018:

General Current Expense	\$528,135.92
Capital Outlay	\$128,151.00
Special Revenue Funds	\$ 14,450.90
Enterprise Fund	<u>\$ 12,745.98</u>
Total	\$683,483.80

**16. Use of Buildings and Grounds**

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

- a. Roselle Park Pop Warner – Meeting  
 Roselle Park High School – classroom  
 Thursday, December 6, 2018  
 6:00PM – 8:30PM
  
- b. Roselle Park Recreational Wrestling – County Tournament  
 Roselle Park High School – gymnasium  
 Sunday, January 20, 2019  
 8:00AM – 3:00PM
  
- c. Roselle Park Police Department – DARE Program  
 Roselle Park High School – auditorium, teachers’ & students’ cafeteria  
 Thursday, February 28, 2019  
 5:00PM – 10:00PM



*Use of Buildings and Grounds continued*

- d. Lentz & Lentz – SAT Prep Course  
Roselle Park High School – classroom  
Mondays – March 4, 11, 18, 25, April 1, 8, 29, 2019  
Tuesday – April 23, 2019  
6:00PM – 9:00PM
  
- e. Roselle Park Recreational Basketball – Practices  
Roselle Park Middle School – gymnasium  
Monday-Friday, November 26, 27, 28, 29, 30, December 3, 4, 5, 6, 7, 10, 20, 2018,  
January 7, 9, 10, 14, 15, 16, 17, 18, 23, 24, 25, 28, 29, 30, 31, February 1, 4, 5, 6, 7, 11,  
12, 13, 14, 15, 20, 21, 22, 25, 26, 27, 28, March 1, 4, 5, 6, 7, 8, 11, 12, 13, 14, 15, 2019  
6:15PM -9:00PM
  
- f. Roselle Park Recreational Basketball - Practices  
Roselle Park High School – gymnasium  
Saturday, December 8, 2018, 6:00PM – 9:00PM, December 15, 6:00PM – 7:00PM,  
January 12, 2019, 8:30PM – 10:30PM  
Sunday, December 16, 6:00PM – 9:00PM, Saturday, December 22, 7:30PM – 9:00PM

**17. *Winter Sports Schedules***

To approve the Roselle Park High School & Roselle Park Middle School winter sports schedules for the 2018-2019 school year (copy on file in Board Office and at [www.rpsd.org](http://www.rpsd.org))

**18. *Secretary/Treasurer Report***

To approve the secretary/treasurer report for the period ending September 30, 2018.

**19. *Approval of Minutes***

To approve the following minutes:

- a. November 6, 2018
  
- b. November 20, 2018

***Continuing Business***

***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.

***Closed Session***

Motion to go into closed session to discuss personnel matters or other exceptions to the sunshine law as follows: (no action to be taken)

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 matters related to the employment, appointment or termination of current or prospective employees.
9. Attorney/client privilege.

Moved	Seconded	
AYE	NAY	Time

Motion to return to open session.		
Moved	Seconded	
AYE	NAY	Time

Agenda  
Open Session  
December 4, 2018

***Adjournment***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to adjourn the meeting at \_\_\_\_\_ p.m.

Motion \_\_\_\_\_

Next scheduled board meeting: Tuesday, January 8, 2019 in the Middle School auditorium at  
7 PM.