ROSELLE PARK SCHOOL DISTRICT
Office of the Superintendent

December 22, 2017

TO: Members of the Board of Education
FROM: Pedro Garrido, Superintendent
SUBJECT: AGENDA FOR REORGANIZATION/PUBLIC MEETING – January 2, 2018

Notice of Meeting
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
Rodric Bowman _____ Kimberly Powers _____
Kevin Cancino _____ Sundjata Sekou _____
Troy Gerten _____ Joseph Signorello, Jr. _____
Loren Harms _____ Jeofrey Vita _____
Christopher Miller _____
Pedro Garrido, Superintendent of Schools _____
Susan Guercio, School Business Administrator/Board Secretary _____
Jennifer Osborne, Board Attorney _____

Flag Salute

Results of School Board Elections
Chad Hemenway 867
Matthew Leingang 910
Christopher Miller 872

Administration of Oath to Newly Elected Board Members
Chad Hemenway, Matthew Leingang, and Christopher Miller for (3) three year terms.
Roll Call of Newly Elected Board

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Kevin Cancino</td>
<td></td>
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<tr>
<td>Troy Gerten</td>
<td></td>
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<tr>
<td>Loren Harms</td>
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<td>Chad Hemenway</td>
<td></td>
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<td>Matthew Leingang</td>
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<tr>
<td>Christopher Miller</td>
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<tr>
<td>Kimberly Powers</td>
<td></td>
</tr>
<tr>
<td>Sundjata Sekou</td>
<td></td>
</tr>
<tr>
<td>Joseph Signorello, Jr</td>
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</tr>
</tbody>
</table>

ELECTION OF OFFICERS

A motion was made by _______________ and seconded by ________________ to approve agenda item 1.

1. Board President

To appoint __________ as President of the Roselle Park Board of Education.

Motion _____

A motion was made by _______________ and seconded by ________________ to approve agenda item 2.

2. Vice President

To appoint __________ as Vice President of the Roselle Park Board of Education

Motion _____
Public Participation – Reorganization Agenda Items Only (#3 - #19)
Each member of the public may speak a maximum of three minutes.

REORGANIZATION

A motion was made by ________________ and seconded by ________________ to approve the following agenda items 3 through 19.

3. Appointments

To appoint the following staff:
A. Attendance Officer, Sarah Costa
B. Issuing Officer, Sarah Costa
C. Employee Insurance Broker, Brown and Brown Benefit Advisors, Inc.
D. Property, Casualty, Liability Insurance Broker, Judy Davies
E. School Physicians: Richard Bezozo
F. Treasurer of School Monies, Gregory Mayers
G. Affirmative Action Officer, Paula Sicignano
H. Section #504/ADA Compliance Officer, Susan Carlstrom
I. Superintendent, Pedro Garrido (6/30/18)
J. School Business Administrator/Board Secretary, Susan Guercio (6/30/18)
K. Investment /Purchasing Officer, Susan Guercio
L. Substance Awareness Coordinator, Angela Longo
M. Asbestos/Health and Safety/Air Quality/AHERA Officer, Assunta Padavano
N. Integrated Pest Management Coordinator, Assunta Padavano
O. Right to Know, Chemical Hygiene, Officer, Assunta Padavano
P. Custodian of Records, Susan Guercio
Q. Anti-bullying Coordinator, Ellen Bachert
R. Missing/Homeless Children Liaison, Susan Carlstrom
S. Public Agency Compliance Officer, Susan Guercio

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 (1/1/18 – 12/31/18). 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 2017, and will be performing the school audit for the 2017-2018 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 as follows:

1. The firm of Robert A. Hulsart & Company, Wall, NJ is hereby appointed auditors for the accounts of the Board of Education (1/1/18 – 12/31/18) at a fee of $18,500. (no change in fee since 2005-2006)

2. This contract is awarded without competitive bidding as a professional service under the provisions of the Public School Contracts law.
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 Meeting Dates**

To establish monthly meeting dates for the period January 2018 through December 2018. 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. (subject to change) (*unless otherwise noted)

<table>
<thead>
<tr>
<th>School</th>
<th>Month</th>
<th>Date</th>
<th>Month</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle School</td>
<td>January</td>
<td>2</td>
<td>January</td>
<td>16</td>
</tr>
<tr>
<td>Aldene</td>
<td>February</td>
<td>6</td>
<td>February</td>
<td>20</td>
</tr>
<tr>
<td>Sherman</td>
<td>March</td>
<td>6</td>
<td>March</td>
<td>20</td>
</tr>
<tr>
<td>RPHS</td>
<td>April</td>
<td>10</td>
<td>April</td>
<td>24</td>
</tr>
<tr>
<td>RPMS</td>
<td>May</td>
<td>8</td>
<td>May</td>
<td>22</td>
</tr>
<tr>
<td>RPMS</td>
<td>June</td>
<td>12</td>
<td>June</td>
<td>26</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(closed session/no action/location TBA)</td>
<td></td>
</tr>
<tr>
<td>RPMS</td>
<td>July</td>
<td></td>
<td>July</td>
<td>24</td>
</tr>
<tr>
<td>RPMS</td>
<td>August</td>
<td>7 (if necessary)</td>
<td>August</td>
<td>21</td>
</tr>
<tr>
<td>RPMS</td>
<td>September</td>
<td>4</td>
<td>September</td>
<td>18</td>
</tr>
<tr>
<td>Aldene</td>
<td>October</td>
<td>2</td>
<td>October</td>
<td>16</td>
</tr>
<tr>
<td>Sherman</td>
<td>November</td>
<td>6</td>
<td>November</td>
<td>20</td>
</tr>
<tr>
<td>RPHS</td>
<td>December</td>
<td>4</td>
<td>December</td>
<td>18 (if necessary)</td>
</tr>
<tr>
<td>RPMS</td>
<td>January</td>
<td>8</td>
<td>January</td>
<td>2019</td>
</tr>
</tbody>
</table>
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. **Authorization to Advertise for Bids, Solicit Quotations or Purchase by State Contract**

To authorize the Secretary/Business Administrator to advertise for bids, solicit quotations, purchase by State Contract or recommend for contract renewal the following items/services:

<table>
<thead>
<tr>
<th>Items</th>
<th>Services</th>
<th>Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air conditioners</td>
<td>Custodial uniforms</td>
<td>Office paper</td>
</tr>
<tr>
<td>Alarm system service/install</td>
<td>Electrical supplies</td>
<td>Paint</td>
</tr>
<tr>
<td>Athletic supplies &amp; equip.</td>
<td>Electrical work</td>
<td>Periodical subscriptions</td>
</tr>
<tr>
<td>Auditorium seating</td>
<td>Floor repair/floor tile installation</td>
<td>Photocopiers</td>
</tr>
<tr>
<td>Boiler repair</td>
<td>Grounds supplies/equipment</td>
<td>Ventilating equipment</td>
</tr>
<tr>
<td>Boiler water treatment</td>
<td>Gym/classroom floor restoration</td>
<td>Replacement doors/hardware</td>
</tr>
<tr>
<td>Building materials</td>
<td>Hand and power tools</td>
<td>Roofing work</td>
</tr>
<tr>
<td>Calculators</td>
<td>Heating plant modifications</td>
<td>School furniture</td>
</tr>
<tr>
<td>Chalkboards/bulletin boards</td>
<td>Industrial arts supplies/equipment</td>
<td>School health supplies</td>
</tr>
<tr>
<td>Commercial printing</td>
<td>Internet service provider</td>
<td>School supplies</td>
</tr>
<tr>
<td>Computers &amp; accessories</td>
<td>Janitorial supplies</td>
<td>Science supplies/equipment</td>
</tr>
<tr>
<td>Computer hardware maint.</td>
<td>Locker refinishing</td>
<td>Sidewalk and paving work</td>
</tr>
<tr>
<td>Computer networking</td>
<td>HVAC controls</td>
<td>Solid waste disposal</td>
</tr>
<tr>
<td>Carpeting</td>
<td>Audio visual equipment</td>
<td>Communications equipment</td>
</tr>
<tr>
<td>Stage drapery</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
12. **Use of Facilities Fees**

To approve the following use of facility fees: (same since 2010-2011)

<table>
<thead>
<tr>
<th></th>
<th>Elem/Middle/Academy</th>
<th>High School</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rate per hour</td>
<td>Rate per hour</td>
</tr>
<tr>
<td></td>
<td>2 hour minimum</td>
<td>2 hour minimum</td>
</tr>
<tr>
<td>Auditorium &amp; Stage</td>
<td>$75</td>
<td>$95</td>
</tr>
<tr>
<td>Gymnasium</td>
<td>$75</td>
<td>$95</td>
</tr>
<tr>
<td>Special Rooms</td>
<td>$30</td>
<td>$35</td>
</tr>
<tr>
<td>Kitchen</td>
<td>$50 *</td>
<td>$75 *</td>
</tr>
<tr>
<td>Classrooms</td>
<td>$25</td>
<td>$25</td>
</tr>
<tr>
<td>Cafeteria</td>
<td>$50</td>
<td>$75</td>
</tr>
<tr>
<td>Custodial Over-Time**</td>
<td></td>
<td>Rate per hour</td>
</tr>
<tr>
<td>Saturday</td>
<td>$45</td>
<td></td>
</tr>
<tr>
<td>Sunday</td>
<td>$60</td>
<td></td>
</tr>
</tbody>
</table>

* Must have food service company representative on duty.
** Custodial fees to be charged a minimum of ½ hour before and ½ hour after event subject to set-up and clean-up times.

13. **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
- Bank of America, Roselle
- TD Bank, NA
- State of NJ/Cash Management Fund (Bankers Trust)
- Municipal Bond Insurers Assurance (MBIA)
- Business Administrator/Board Office Administrative Assistant for Payroll
- Business Administrator/Board Office Administrative Assistant for Payroll
- Business Administrator/Board Office Administrative Assistant for Payroll
- Business Administrator/Board Office Administrative Assistant for Payroll
- Business Administrator/Board Office Administrative Assistant for Payroll
**Financial Investments/Board Operations continued**

**B. Approval of the following district financial accounts:**

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

**C. Establishment of imprest petty cash accounts in the following amounts: (effective 7 /1/11)**

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
<th>School/Office Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Office</td>
<td>$150.</td>
<td>Aldene School</td>
</tr>
<tr>
<td>High School</td>
<td>$125.</td>
<td>Sherman School</td>
</tr>
<tr>
<td>Middle School</td>
<td>$50.</td>
<td>Robert Gordon</td>
</tr>
<tr>
<td>Special Services</td>
<td>$50.</td>
<td>Curriculum Office</td>
</tr>
<tr>
<td>Roselle Park Academy</td>
<td>$50.</td>
<td>Early Childhood Center</td>
</tr>
</tbody>
</table>

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.
14. **Board Committees**

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

- **Facilities (includes)**
  - Buildings & Grounds
  - Renovations
  - Use of Facilities

- **School Board Operations (includes)**
  - Policies
  - Legislation
  - NJSBA
  - UCSBA

- **Curriculum**
  - Technology (includes)
    - Computers
    - Networking
    - RPTV

- **Finance**
  - Budget

- **Personnel (includes)**
  - Contract Negotiations
  - Central Office Reviews
  - Enterprise Pay Scales

- **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

15. **Substitute Salaries**

To approve the following substitute/home instruction salaries for the 2017-2018 school year:

- **Substitutes**
  - Secretaries: $75.00/day
  - Paraprofessionals: $13.00/hr.
  - Aides: $10.50/hr.
  - Lunch Aides: $9.00/hr.
  - Maintenance Workers: $17.00/hr.
  - Custodians: $13.00/hr.

- **Teachers:**
  - Substitute Certified: $95.00/day
  - NJ Teacher Certified: $100.00/day
  - Nurse (NJ school nurse certified only): $150.00/day
  - Home Instruction: $34.83/hr.
16. **Standard Field Trips**

To approve the following district field trips:

7 President’s Park  
Acme, Kenilworth  
Applebee's, Union  
Art & Soul Galleries, RP  
Assumption Church, RP  
Bounce Factory, Warren  
Burger King, RP  
Casano Center, RP  
Cheesequake Farms, Old Bridge  
Chestnut Hardware, RP  
Chestnut Hill Grocery Store, RP  
Chevy's Restaurant, Linden  
Chiego Canter, RP  
Chili's, Clark  
Clark Commons, Clark  
Clark Recreation Center, Clark  
College Of NJ, Ewing  
Community Food Bank, Hillside  
Cornell Hall Nursing Home, Union  
Crayola Factory, Easton, PA  
Doyle's Unami Farm, Hillsborough  
Dunkin Donuts, RP  
EJF -Aldene  
Elks Lodge, Union  
Family Dollar, RP  
Five Below, Springfield  
Froehlich Safety Center, Westfield  
Green Meadows Farm, Hazlet  
Grounds For Sculpture, Hamilton  
Holmdel Park & Activity Center  
Imagine That, Florham Park  
Jenkinson’s Aquarium, Point Pleasant  
Jersey Gardens Mall. Elizabeth  
Johnsonburg Camp Conv Center, Johnsonburg  
JP Morgan Library & Museum, NYC  
Junior Achievement Park  
Kean University, Union  
Kent Place School, Summit  
Kidz Village, Kenilworth  
NJ State Museum, Trenton  
Newark Museum  
Nomahegan Park, Cranford  
NY Aquarium  
NYC Financial District  
Ocean Institute, Sandy Hook  
Panera Bread, Springfield  
Pizza Hut, Berkley Heights  
Prudential Center, Newark  
Pump It Up, RP  
Rahway Rec Center  
Rita Pharmacy, RP  
Robert Gordon  
Roselle Park High School  
Roselle Park Historical Society  
Roselle Park Library  
Roselle Park Middle School  
Roselle Park Police Department  
Roselle Park Post Office  
Roselle Park Veteran's Memorial Library  
Sandy Hook State Park  
Shakesphere Theater of NJ, Madison  
Sherman  
Six Flags Great Adventure, Jackson  
Somerset Patriot Baseball  
South Brunswick High School  
St. John's University, Staten Island  
Sterling Mines  
Suburban Golf Club, Union  
Sun Tavern, RP  
Sunrise Diner, RP  
Terence Reilly #7, Elizabeth  
Tommy's Joint, RP  
Trailside Museum, Mountainside  
Turtle Back Zoo, West Orange  
Twin Lights Historic Sight & Highlands, Atlantic Highlands  
UC Magnet School, Scotch Plains  
Union County College, Cranford  
Union County Courthouse, Elizabeth
17. **Travel and Related Expense Reimbursement**

To approve the following resolution:

WHEREAS, the Roselle Park Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operations of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of $250 per staff member where prior Board approval shall not be required unless this Annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq.; but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the Approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of $25,000 for all staff and board members. (same since 2011-2012)

18. **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.
19. Continuing Disclosure Agent

To approve Phoenix Advisors, LLC as the district Continuing Disclosure Agent (1/1/18-12/31/18) at an annual fee of $850

Motion _____

Public Participation – Agenda Items Only (#20 - #34)
Each member of the public may speak a maximum of three minutes.

Committee Reports

Superintendent’s Report

POLICY

A motion was made by _______________ and seconded by _______________ to approve agenda items 20 through 28.

20. District Policy – Adopt 9200

To approve the following ORIENTATION AND TRAINING OF BOARD MEMBERS revised district policy:

9200 ORIENTATION AND TRAINING OF BOARD MEMBERS

21. District Policy – Second Reading 1600

To approve the following RELATIONS BETWEEN OTHER ENTITIES AND THE DISTRICT revised district policy: (second reading)

1600 RELATIONS BETWEEN OTHER ENTITIES AND THE DISTRICT
22. **District Policy – Second Reading 3100**

To approve the following BUDGET PLANNING, PREPARATION AND ADOPTION revised district policy: (second reading)

3100 BUDGET PLANNING, PREPARATION AND ADOPTION

23. **District Policy – Second Reading 3440**

To approve the following INVENTORIES revised district policy: (second reading)

3440 INVENTORIES

24. **District Policy – Second Reading 3514**

To approve the following EQUIPMENT revised district policy: (second reading)

3514 EQUIPMENT

25. **District Policy – Second Reading 5141.4**

To approve the following CHILD ABUSE AND NEGLECT revised district policy: (second reading)

5141.4 CHILD ABUSE AND NEGLECT

26. **District Policy – Second Reading 6114**

To approve the following EMERGENCIES AND DISASTER PREPAREDNESS revised district policy: (second reading)

6114 EMERGENCIES AND DISASTER PREPAREDNESS
27. **District Policy – First Reading 6140**

To approve the following CURRICULUM ADOPTION revised district policy: (first reading)

6140 CURRICULUM ADOPTION

28. **District Policy – First Reading 6141**

To approve the following CURRICULUM DESIGN/DEVELOPMENT revised district policy: (first reading)

6141 CURRICULUM DESIGN/DEVELOPMENT

Vice President                        ____
Kevin Cancino                     ____  Christopher Miller       ____
Troy Gerten                       ____  Kimberly Powers        ____
Loren Harms                       ____  Sundjata Sekou          ____
Chad Hemenway                     ____  Joseph Signorello, Jr    ____
Matthew Leingang                  ____  President

On roll call, motion ____
PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by ____________________seconded by ____________________
to approve the following agenda items 29 through 33.

29. District Substitutes

Approval of additions to the district wide substitute list. (as recommended by the Superintendent) NJ Certified Teachers-$100/day, Sub Certified-$95/day,

<table>
<thead>
<tr>
<th>TEACHER</th>
<th>Address</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Craig Keaveney</td>
<td>174 Maple St., RP</td>
<td>Kean ’84</td>
</tr>
</tbody>
</table>

30. Additional High School Extra-Curricular Coach 2017-2018

To approve the following high school extra-curricular coach for the 2017-2018 school year: (as recommended by the Superintendent) (as per RPEA contract)

Connor Gabriel HS Asst. Wrestling Coach Volunteer

31. Elementary Activity Proctors

To approve the following 2017-2018 elementary activity proctors: (as recommended by the Superintendent)

<table>
<thead>
<tr>
<th>Elementary Activity Proctors - $30/event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert Gordon</td>
</tr>
<tr>
<td>Megan Carr</td>
</tr>
<tr>
<td>Lynn Matthews</td>
</tr>
<tr>
<td>Gina Cesaro</td>
</tr>
<tr>
<td>Aldene</td>
</tr>
<tr>
<td>Melissa Malone</td>
</tr>
<tr>
<td>Judy Nese</td>
</tr>
<tr>
<td>Becky Antonelli</td>
</tr>
<tr>
<td>Alex Martinho</td>
</tr>
<tr>
<td>Christine Beaver</td>
</tr>
<tr>
<td>Chris Dimakos</td>
</tr>
<tr>
<td>Gina Faria</td>
</tr>
<tr>
<td>Sherman</td>
</tr>
<tr>
<td>Karina DiLillo</td>
</tr>
<tr>
<td>Christina Shaute</td>
</tr>
<tr>
<td>Nicole Quaglia</td>
</tr>
</tbody>
</table>
32. **Medical Leave of Absence - July Bennett (T & G Teacher)**

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the medical leave of July Bennett commencing on December 18, 2017 through February 16, 2018. The employee’s health benefits shall be maintained during this leave of absence.

33. **Change of Assignment**

To approve the following change of assignment for the 2017-2018 school year: (as recommended by the Superintendent) (as per RPEA contract)

<table>
<thead>
<tr>
<th>From:</th>
<th>To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lillian Melendez</td>
<td>Lillian Melendez</td>
</tr>
<tr>
<td>Sherman Paraprofessional</td>
<td>Sherman Paraprofessional</td>
</tr>
<tr>
<td>4.75hrs/day, $15.28/hr.</td>
<td>4.75hrs/day, $15.28/hr.</td>
</tr>
<tr>
<td></td>
<td>(effective 1/2/18)</td>
</tr>
</tbody>
</table>

Vice President                        ____    Christopher Miller    ____
Kevin Cancino                        ____    Kimberly Powers        ____
Troy Gerten                          ____    Sundjata Sekou          ____
Loren Harms                          ____    Joseph Signorello, Jr   ____
Chad Hemenway                        ____    President                ____
Matthew Leingang                     ____    President                ____

On roll call, motion ____
34. **Education Program**

To approve the following education program(s) for the 2017-2018 school year:

- **Bedside Instruction**
  - #89 5hrs/wk. UCESC 12/5/17 – apx. 28 days. $66/hr.
  - Fit to Return & Mental Health Assessment
  - #90 The Family Resource Center $225
  - Home Instruction
  - #91 1/hr./wk./per subj. 12/18/17 – TBD $34.83/hr.
  - Psychiatric Evaluation
  - #92 Dr. Stucky $400
  - #93 Dr. Stucky $400

35. **Educational Trip Requests**

To approve the following district educational trip requests:

a. Clark Recreational Center, Clark December 21, 2017 HS MD Class
   Students will attend a Christmas Social

b. Sky Zone, South Plainfield January 19, 2018 Grade 10
   Students will work on team building and bonding experiences

c. Rutgers Busch Campus Center, New Brunswick January 27, 2018 Grades 9-12
   Students will compete in the Robotics Competition

d. State Theater of NJ, New Brunswick March 5, 2018 HS English
   Students will see a production of Shakespeare’s Macbeth, which is part of the curriculum
36. **Harassment/ Intimidation/Bullying Incidents**

To affirm the Superintendent’s recommendation on the following harassment/intimidation/bullying incident:

#17004  #17005  #17006  #17007  #17008

37. **Establish A Special Education Program**

Approval to establish an Autism Program at the Middle School as per the New Jersey State Department of Education, and in accordance with New Jersey Administrative Code (N.J.A.C.) 6A:14, Special Education and N.J.A.C. 6A:26, Educational Facilities.

Motion ______

**BUSINESS**

A motion was made by ____________________ seconded by ____________________ to approve the following agenda items 38 through .

38. **Approval of Bills**

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

- General Current Expense: $474,871.26
- Capital Outlay: $11,650.00
- Special Revenue Funds: $1,705.00
- Enterprise Fund: $54,713.76
- Summer Camp: $197.54
- Total: $543,137.56

39. **Secretary/Treasurer Report**

To approve the Secretary/Treasurer report for the period ending September 30, 2017
40. **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 Basketball – Game  
   Roselle Park Middle School – gymnasium  
   Saturday, December 16, 2017  
   10:00PM – 6:00PM

b. Roselle Park Recreational Wrestling – Practices  
   Roselle Park High School – gymnasium  
   Monday – Wednesday, Friday, Saturday, December 2017 – March 2018  
   6:00PM – 9:00PM

c. Lentz & Lentz SAT Prep – SAT Prep Course  
   Roselle Park High School - classroom  
   Monday, March 5 – April 30, 2018  
   6:00PM – 9:00PM

41. **District Contracts/Agreements**

To approve the following contract with:

Staff Development Workshops, Inc. to provide staff development on Math Workshop for grades 2 – 5 for four full days during the period of January – March 2018 for $6,000.

42. **Approval of Minutes**

To approve the following minutes:

December 5, 2017

Motion ________
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.

Moved Seconded
AYE NAY Time

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

A motion was made by __________________________seconded by __________________
to adjourn the meeting at _________ p.m.

Motion _____

Next scheduled board meeting: Tuesday, Middle School auditorium January 16, 2018