

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

January 13, 2017

**TO:** Christopher Miller, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – **January 17, 2017**

***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. The Board shall open this meeting in public session and immediately adjourn to executive session. The Board shall return to public session at approximately 7:00 p.m.

***Roll Call***

President Miller	Kimberly Powers
Vice President Harms	Sundjata Sekou
Rodric Bowman	Joseph Signorello, Jr.
Kevin Cancino	Jeofrey Vita (arrived at 6:35)
Troy Gerten	
Pedro Garrido, Superintendent of Schools	
Susan Guercio, School Business Administrator/Board Secretary	
Jennifer Osborne, Board Attorney	

***Flag Salute***

***Resolution – 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 – 430 Westfield Ave. v. Roselle Park Board of Education – the Board attorney and Special Counsel provided legal guidance on the 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, 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: Vice President Harms	Seconded: Mr. Cancino	Time: 6:09PM
AYE: 8	NAY: 0	
Motion to return to public session (to be moved in public session)		
Moved: Mr. Signorello	Seconded: Vice President Harms	Time: 7:14PM
AYE: 9	NAY: 0	

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

Jacob Magiera, 612 Sheridan Ave., questioned the executive session. Superintendent Garrido responded.

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***Committee Reports***

Mr. Gerten reported that Kevin Cancino will be the new chairperson for Board Operations.

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***Principal’s Report***

Kathy Carlin welcomed the parents, teachers and board members. Ms. Carlin reports on the upcoming events at the Middle School.

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***Student Recognition.***

The following students will be recognized for their academic achievement on PARCC:

Language Arts Literacy

Allen Salazar  
Simonne Ponce  
Olivia Qiu

Samuel Mendoza  
Junaid Ilyas  
Elissa Gjokaj

Math

Katherine Birch  
Kenneth Cheng  
Sara Crevani

Samuel Mendoza  
Amanda Perez  
Allan Salazar

The following student will be recognized for winning the Design Contest Poster for The Youth Art Month Contest:

Olivia Qiu

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***Superintendent’s Report***

Superintendent Garrido reported plans for a new Math program in September 2017 for grades K-5, budgeting for new technology, and enhancing our STEM programs at the elementary level. Roselle Park High School will have an open house on January 19, 2017. The Roselle Park High School will be a featured classroom on “Up Close in NJ”. The air date for this television program will be announced once we are notified. Mr. Garrido announced the 2017 Roselle Park Teachers of the Year. These teachers will be honored this spring at a Union County breakfast to be held at Kean University.

***POLICY***

A motion was made by Vice President Harms and seconded by Mr. Bowman to approve agenda items 1 and 5.

**1. *District Policy – Adopt***

To approve the following BOARD OF EDUCATION MEETINGS revised district policy:

1120 BOARD OF EDUCATION MEETINGS

**2. *District Policy – Adopt***

To approve the following PARTICIPATION BY THE PUBLIC revised district policy:

1200 PARTICIPATION BY THE PUBLIC

**3. *District Policy – First Reading***

To approve the following LOCAL UNITS revised district policy: (first reading)

1410 LOCAL UNITS

**4. *District Policy – First Reading***

To approve the following NONDISCRIMINATION/AFFIRMATIVE ACTION revised district policy: (first reading)

2224 NONDISCRIMINATION/AFFIRMATIVE ACTION

**5. *District Policy – First Reading***

To approve the following PAYMENT FOR GOODS AND SERVICES revised district policy: (first reading)

3326 PAYMENT FOR GOODS AND SERVICES

On roll call, motion carries

**PERSONNEL**

**Consent Agenda Motion – Personnel**

A motion was made by Mr. Gerten seconded by Vice President Harms to approve the following agenda items 6 through 12.

**6. District Substitutes**

Approval of additional district substitutes. (as recommended by the Superintendent)  
NJ Certified Teachers-\$100/day, Sub Certified-\$95/day, Paraprofessionals-\$13/hr.,  
Custodians-\$13/hr.

**TEACHER**

David Heim	819 Pine St., RP	Seton Hall BA '16	Grades K-12
Robert Tholen	49 Forsgate Way, Lakewood	NJ City U MA '90	Grades 4-8

**PARAPROFESSIONAL**

David Heim	819 Pine St., RP
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**CUSTODIAN**

Douglas Metzgar	55 South Union Ave., Cranford
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**7. Staff Appointments**

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

Jennifer Nicol, Aldene, Special Education Teacher, effective January 9, 2017 through June 30, 2017 at M10 \$64,570 (repl. S. Kanach) (pro-rated)

**8. Maternity Leave of Absence Request (Fay Witkowski, Director of the Academy)**

**RESOLVED**, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Fay Witkowski commencing on March 27, 2017 and extending through April 2, 2017. Fay Witkowski will use accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary and health benefits from March 27, 2017 through April 2, 2017. 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 Fay Witkowski, following the birth of her child. Fay Witkowski will use the remainder of her accumulated sick leave days during this post-birth disability period, and continue to receive salary from April 3, 2017 through May 29, 2017. The employee will also receive health benefits during this period. The employee's post-birth disability leave shall run concurrent to her leave under the Family Medical Leave Act (FMLA). The employee shall return to the District on May 30, 2017.

**9. *Maternity Leave of Absence Request (Jamie Nevitt, MS, Math Teacher)***

**RESOLVED**, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Jamie Nevitt commencing on April 10, 2017 and extending through May 10, 2017. Jamie Nevitt will use accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary and health benefits from April 10, 2017 through May 10, 2017. 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 Jamie Nevitt, following the birth of her child. Jamie Nevitt will use the remainder of her accumulated sick leave days during this post-birth disability period, and continue to receive salary from May 11, 2017 through June 11, 2017. The employee will also receive health benefits during this period. 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 Jamie Nevitt commencing June 12, 2017 and extending through June 30, 2017 and continuing September 1, 2017 through October 31, 2017. 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 on November 1, 2017.

**10. *Change of Assignment***

To approve the following change of assignment for the 2016-2017 school year: (as recommended by the Superintendent) (as per RPEA contract)

	<u>From:</u>	<u>To:</u>
a. Deborah Italiano	MS Paraprofessional 1:1+ \$1.00/hr. toileting	MS Paraprofessional ICA no toileting effective 1/4/2017
b. Daniel Kessler	MS Paraprofessional ICA no toileting	MS Paraprofessional 1:1+ \$1.00/hr. toileting effective 1/4/2017
c. Mary Kessler	Aldene Paraprofessional ICA, 6 ¼ hrs.	Aldene Paraprofessional Autistic, 6 ¾ hrs. + toileting effective 1/11/2017

d. Meghan Gibson	Aldene Paraprofessional Autistic, 6.5/hrs.	Aldene Paraprofessional ICA, 5.5/hrs. effective 1/11/2017
e. Emilie Gallagher	RG Paraprofessional 9/27/16-1/6/17 \$14.89/hr.	RG Paraprofessional 9/27/16-6/30/17 \$14.89/hr. (repl. J. Nicol)

**11. WISE “Energize with Math” Personnel**

To appoint the following WISE “Energize with Math” personnel at \$34.83 per hour: (as recommended by the Superintendent) (as per RPEA contract) (January – April 2017)

(26 sessions) 6 teachers per session

Robert Gordon Teachers

Mary Beth Connell	Lisa Lugara
Rebecca McEvoy	Josephine Marino
Dina Ortizio	Kristen Kulbaba
Diane Heimall	July Bennett

Substitutes

Cheryl Trapani  
 Natalie Basil  
 Alexandra Swirz

(26 sessions) 6 teachers per session

EJF-Aldene Teachers

Chris Dimakos	Andrea Cruz
Jodi Foy	Gina Faria
Mary Lou Gugger	
Alexandra Martinho	

Substitutes

Nicole Quaglia  
 Rashmi Baxi  
 Angelica Yataco

Paraprofessionals - 3 per session

Olivia Shoji-Jaworski	Rashmi Baxi
Roseann Mazzatelli	Lisa Heim

(26 sessions) 9 teachers per session

Sherman School Teachers

Jennifer Burgos, Denise Matarante, Jane Garretson, Nicole Alvarez, Karina DiLillo,  
 Christina Shaute, Randi Sheps, Tara Lechner, Katie Jones

Substitutes: B. Scholz, Kathleen Frees-Kroboth, Nicole Stevens, Wendy Ozeri

**12. Additional High School Extra-Curricular Advisors 2016-2017**

To approve the following high school extra-curricular advisors for the 2016-2017 school year: (as recommended by the Superintendent) (as per RPEA contract)

- |   |                  |           |
|---|------------------|-----------|
| a. Summer Studio Club                       | Angelena Hreczny | Volunteer |
| b. Proteomics Club                          | Ray Bangs        | Volunteer |
| c. Virtual Reality 3D Molecular Coding Club | Ray Bangs        | Volunteer |

On roll call, motion carries

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**EDUCATION**

A motion was made by Mr. Sekou seconded by Mr. Signorello to approve the following agenda items numbered 13 through 15.

**13. Education Programs**

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

<u>Incoming Tuition</u>		
#81	West Orange	\$33,279

**14. Educational Trip Requests**

To approve the following district educational trip requests:

AMC Theater, Mountainside	January 18, 2017	Academy
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Students will see a screening of the movie Hidden Figures followed by a discussion and class assignment

**15. ESEA Accountability Action Plan**

To approve the ESEA Accountability Action Plan – 2016 Secondary Measures and Assurances

Motion all aye

***BUSINESS***

A motion was made by Mr. Cancino seconded by Mr. Signorello to approve the following agenda items 16 through 25. President Miller abstains on #24a. and # 24b.

***16. 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 30, 2016 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 December 30, 2016 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.

***17. Approval of Bills***

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

General Current Expense	\$302,545.92
Special Revenue Funds	\$ 11,541.90
Enterprise Fund	\$ 43,908.19
Summer Camp	<u>\$ 31.40</u>
Total	\$358,027.41



**18. Approval of Transfers**

To approve the following transfers for the month of December 2016:

TUIT TO OTHER LEA IN STATE	11-000-100-561	\$0.00	\$2,365.00	\$2,365.00
TUIT TO COUNTY VOC SCHOOL	11-000-100-563	\$615,750.00	\$2,750.00	\$618,500.00
TUIT TO COUNTY SPEC SERV	11-000-100-565	\$466,619.50	\$3,763.00	\$470,382.50
PURCH PROF SERV	11-000-216-320	\$26,327.00	\$3,073.00	\$29,400.00
OTHER PURCH PROF SERV	11-000-218-390	\$0.00	\$8,254.00	\$8,254.00
PURCH TECH SERV	11-000252-340	\$51,679.78	\$7,223.00	\$58,902.78
RENTALS & LEASES	11-402-100-440	\$16,119.00	\$1,258.00	\$17,377.00
TUIT-CTY VOC SCH-SPEC	11-000-100-564	\$43,200.00	-\$8,878.00	\$34,322.00
PURCH PROF SERV	11-000-217-320	\$3,723.00	-\$3,073.00	\$650.00
OTHER PURCH SERV	11-000-222-500	\$32,200.00	-\$7,223.00	\$24,977.00
GENERAL SUPPLIES	11-190-100-610	\$433,775.35	-\$9,512.00	\$424,263.35
		\$1,689,393.63	\$0.00	\$1,689,393.63

**19. Donation**

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

**20. Grant Application**

To approve the grant application by Raymond Bangs, HS Chemistry Teacher to the ACS-Hach to assist and enhance teaching Chemistry in the classroom.

**21. Approval of Minutes**

To approve the following minutes:

December 6, 2016      open session                      December 6, 2016      closed session

**22. Secretary/Treasurer Report**

To approve the secretary/treasurer report for the period ending September 30, 2016.

**23. Federal Programs Salary Allocations for 2016-2017**

To approve the following salary allocations for Federal programs for the 2016-2017 school year:

<u>Teacher's Name</u>	<u>Total Salary</u>	<u>Program</u>	<u>%</u>	<u>Program Salary</u>
C. Kosty	\$ 57,211.00	Title I	40	\$ 22,884.40
M. Rinaldi-Hahn	\$ 74,713.00	Title I	40	\$ 29,885.20
L. Bergeski	\$ 64,570.00	Title I	80	\$ 51,656.00
S. Fox	\$ 59,838.00	Title I	50	\$ 29,919.00
C. Rickert	\$ 30,892.00	Title I	100	\$ 30,892.00
K. Mooney	\$ 86,823.00	Title I	20	\$ 17,364.60
J. Sousa	\$ 64,570.00	Title I	40	\$ 25,828.00
J. Gilchrist	\$ 60,049.00	Title I	100	\$ 60,049.00
J. Weingart	\$ 69,583.00	Title IIA	24	\$ 16,699.92
V. Garaio	\$ 64,570.00	Title III	11	\$ 7,102.70
I. Guarino	\$ 82,169.00	Title III	2	\$ 1,643.38
D. Suarez-Ganguzza	\$ 64,570.00	Title III	9	\$ 5,811.30
W. Ozeri	\$ 82,799.00	Title III	7	\$ 5,795.93
M. Vieira	\$ 80,884.00	Title III	19	\$ 15,367.96
<u>Aide's Name</u>	<u>Total Salary</u>	<u>Program</u>	<u>%</u>	<u>Program Salary</u>
D. Kessler	\$ 16,438.56	IDEA B	100	\$ 16,438.56
M. Gibson	\$ 14,331.63	IDEA B	100	\$ 14,331.63
J. Buscaino	\$ 18,671.40	IDEA B	100	\$ 18,671.40
M. Leinberger	\$ 15,068.68	IDEA B	100	\$ 15,068.68
S. Califano	\$ 18,671.40	IDEA B	100	\$ 18,671.40
L. Matthews	\$ 16,438.56	IDEA B	100	\$ 16,438.56
M. Szoc	\$ 16,080.68	IDEA B	100	\$ 16,080.68
F. Henry	\$ 16,080.68	IDEA B	100	\$ 16,080.68
M. Pucci	\$ 22,836.24	IDEA B	100	\$ 22,836.24
D. Owens	\$ 17,942.76	IDEA B	100	\$ 17,942.76
L. Samolewicz	\$ 13,013.86	IDEA B	100	\$ 13,013.86
J. Romano	\$ 16,080.68	IDEA B	100	\$ 16,080.68
K. Ryan	\$ 15,766.96	IDEA B	100	\$ 15,766.96
T. Rose	\$ 19,482.84	IDEA B	100	\$ 19,482.84
E. Silva	\$ 19,683.40	IDEA B	100	\$ 19,683.40
A. Yataco	\$ 15,068.68	IDEA B	100	\$ 15,068.68
Y. Pascarella	\$ 15,068.68	IDEA B	100	\$ 15,068.68
M. DeOliveira	\$ 16,438.56	IDEA B	100	\$ 16,438.56
D. Perez	\$ 13,887.86	IDEA PS	100	\$ 13,887.86

## **24. Use of Buildings and Grounds**

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

- a. Roselle Park Soccer Club – Game  
Roselle Park High School – gymnasium  
Sunday, February 5, 2017  
10:00AM – 2:00PM
- b. Roselle Park Soccer Club – Practices  
Sherman School – gymnasium  
Saturdays, January 14 – March 4, 2017  
9:00AM – 11:00AM
- c. Sherman 5<sup>th</sup> Grade Luncheon Fundraiser – Self-Defense Class  
Sherman School – gymnasium  
Friday, January 27, 2017  
6:00PM – 7:00PM
- d. Roselle Park Recreational Basketball – Games  
Roselle Park Middle School – gymnasium  
Monday – Friday, January 4 – 31, 2017  
6:00PM – 9:00PM
- e. The Work Family Connection – Spring Break Care  
Anthony Signorello Center – classrooms  
Monday – Friday, April 10 – 14, 2017  
7:00AM – 6:00PM
- f. Roselle Park Summer Camp – Open House  
Roselle Park High School – classroom  
Thursday, March 2, 2017  
6:00PM – 9:00PM
- g. Roselle Park Summer Camp – Theater Camp Auditions  
Roselle Park High School – auditorium/stage  
Tuesday, Wednesday, June 13, 14, 2017  
6:00PM - 9:00PM
- h. Roselle Park Summer Camp – Set Up  
Roselle Park High School  
Thursday, Friday, June 22, 23, 2017  
6:00PM – 9:00PM

*Use of Buildings and Grounds continued*

- i. Roselle Park Summer Camp  
Roselle Park High School  
Monday – Friday, June 26 – August 18, 2017  
7:00AM – 6:00PM
  
- j. Roselle Park Youth Baseball/Softball League – Practices  
Anthony Signorello Center – gymnasium  
Tuesdays, Thursdays. February 2 – March 16, 2017  
6:30PM – 8:30PM

**25. *District Contracts/Agreements***

To approve the following district contracts/agreements for the 2016-2107 school year:

- a. Staff Development Workshops, Inc. – to provide workshops for staff on February 22, 23, and 24, 2017 on Writing Units of Study resources with emphasis on the Sheltered Instruction Observation Protocol (SIOP) model for grades K – 2 for \$ 5,100.
- b. Naviance, Inc. – a college and career readiness platform which enables self-discovery, career exploration, academic planning and college preparation and aligns students’ strengths and interests to post-secondary goals for \$ 8,253.60.

Motion carries

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***Public Participation***

Jacob Magiera, 612 Sheridan Ave., questioned the Robert Gordon/Middle School field sign. Vice President Harms responded.

Jen Jaskula, County PTA President, reported that 22 Roselle Park students received the Reflection Awards from the County PTA. These students will be honored on February 22, 2017 at Galloping Hill Inn.

***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 – 430 Westfield Ave.

It is anticipated that the executive session will take approximately 30 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.

***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: Mr. Cancino  
AYE: 9

Seconded: Mr. Signorello  
NAY: 0

Time: 7:55PM

1. Attorney/Client Privilege: 430 Westfield Avenue v. Roselle Park Board of Education – the Board attorney provided legal guidance on the matter.

Motion to return to open session.

Moved: Mr. Cancino  
AYE: 9

Seconded: Mr. Vita  
NAY: 0

Time: 8:24PM

Minutes  
January 17, 2017  
Minutes

***Adjournment***

A motion was made by Vice President Harms seconded by Mr. Vita to adjourn the meeting at 8:25PM

Motion all aye

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Respectfully submitted,

Susan Guercio  
School Business Administrator  
Board Secretary

Next scheduled board meeting: Tuesday, February 7, 2017 at the Aldene auditorium/gymnasium