

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

March 16, 2016

**TO:** Christopher Miller, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – **March 22, 2016**

***Notice of Meeting***

This meeting, held in Sherman 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, Union Leader, 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	_____	Troy Gerten	_____
Vice President Harms	_____	Scott Nelson	_____
Alexander Balaban	_____	Sundjata Sekou	_____
Rodric Bowman	_____	Jeofrey Vita	_____
Kevin Cancino	_____		
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. Matters of Attorney – Client privilege
2. Personnel

It is anticipated that the executive session will take approximately 30 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	Seconded	Time
AYE	NAY	
Motion to return to public session (to be moved in public session)		
Moved	Seconded	Time
AYE	NAY	

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

***Principal's Report***

***Student Recognition***

Roselle Park Historical Society 1<sup>st</sup> place essay contest winner:

Phoebe Roche

The following students are recognized - T&G Mental Marathon Winners:

Kaitlyn Landaverde  
Julia Tribiano

Charles Levine  
Miguel Ortiz

The following students are recognized - PTA Reflections Program Winners:

Noah Cunha  
Ethan Cunha

Ying Chow  
Sylvia Altman

The following students are recognized as school representatives at the county Youth Art Month show:

Logan Vita

Audrey Miller

Naima Toro

The following students are recognized - Design Contest Winners for Youth Art Month:

Ying Chow

Sofia Ortiz

Grace Vita

The following students are recognized for NJPAC State Art Exhibit:

Tessa Dunkerton  
Andrea Cruz  
Ny-Aziah Valle

Kathryn Fischer  
Joseph Kinney  
Nate Albarron

Adrian Chacon  
Dannica Solomatin

***Superintendent's Report***

***Committee Reports***

## ***PERSONNEL***

### ***Consent Agenda Motion – Personnel***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda items 1 through 7***.

#### ***1. Staff Resignations***

To accept the following staff resignation: (as recommended by the Superintendent)

Teresa Sacca, Robert Gordon, School Nurse, effective on June 30, 2016

#### ***2. Additional Sections***

To approve the following teachers to teach an additional class:  
(as recommended by the Superintendent) (as per RPEA contract)

<b>High School</b>			
Kathy Mooney	PARCC ELA Appeal Class	1/40	\$2132.58
Jessica Clausi	PARCC Math Appeal Class	1/40	\$1929.55

#### ***3. Degree Change***

To approve the following staff member degree change as recommended by the Superintendent effective February 22, 2016 through June 30, 2016 (as per RPEA contract)

	<u>From</u>		<u>To</u>	
Tania Seibert	B1	\$54,300	M1	\$58,551

#### ***4. Medical Leave of Absence Request***

To approve a medical leave of absence request for the following: (as recommended by the Superintendent) (as per RPEA contract)

Karen Carey-Lynch, MS Language Arts Teacher, effective April 18, 2016 to May 27, 2016

**5. Custodial Re-Appointment**

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

Berkys Bartolo, Middle School custodian, effective January 1, 2016 through  
June 30, 2016 (probationary status completed)

Rustem Djokic, Aldene Custodian, effective March 1, 2016 through June 30, 2016  
(probationary status completed)

**6. Additional WISE “Energize with Math” Personnel**

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

(16 sessions)

Robert Gordon Teachers

Kristen Kulbaba – sub

**7. Additional Middle School & High School Extra-Curricular Advisors & Coaches for 2015-2016**

To approve the following additional middle and high school extra-curricular coaches and  
advisors for the 2015-2016 school year: (as recommended by the Superintendent) (as per RPEA contract)

Jill Bury	Asst. Softball	1-1	\$4,146
Ann Morrison	MS Softball	1-1	\$3,653
Pat Rock	Volunteer MS Baseball		\$1
John Ranieri	Spring Weight Room	B	\$2,600

Vice President Harms	_____	Mr. Gerten	_____
Mr. Balaban	_____	Mr. Nelson	_____
Mr. Bowman	_____	Mr. Sekou	_____
Mr. Cancino	_____	Mr. Vita	_____
		President Miller	_____

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

## ***EDUCATION***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda items numbered 8 through 12.***

### ***8. Education Program(s)***

To approve the following education program(s) for the 2015-2016 school year:

Bedside Instruction

#98 1/hr./subject Professional Education Services, Inc. 3/3/16 – TBD \$34.83/hr.

Developmental Vision Services

#99 State of NJ – Commission for the Blind 2/19/16 – 6/30/16 \$1,969

### ***9. Educational Trip Requests***

To approve the following 2016 district educational trip requests:

- a. Union Elks, Union June 10, 2016 Grade 5  
Students will have a graduation luncheon

### ***10. Workshop Attendance Request***

To approve the following staff workshop attendance requests:

NJAAP Annual Conference & Exhibition, Somerset Park, May 11, 2016, \$260.00

Nancy Merwede

### ***11. Harassment/ Intimidation/Bullying Incidents***

To affirm the Superintendent's recommendation on the following harassment/  
intimidation/bullying incidents:

#15013, #15014, #15015, #15016, #15017, #15018, #15019

### ***12. Comprehensive Equity Plan***

To approve the Roselle Park Public Schools Comprehensive Equity Plan for the  
Academic Years 2016-2017, 2017-2018 and 2018-2019 for submission to the county  
office.

Motion \_\_\_\_\_

**BUSINESS**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
 to approve the following **agenda items 13 through 20.**

**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 February 29, 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 February 29, 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.

**14. Approval of Transfers**

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

LEGAL SERVICES	11-000-230-331	\$103,056.00	\$6,056.00	\$109,112.00
HEALTH BENEFITS	11-000-291-270	\$5,798,453.00	\$200,000.00	\$5,998,453.00
PURCHASED PROF SERV	11-190-100-320	\$2,000.00	\$420.00	\$2,420.00
MISC EXPENDITURES	11-215-100-890	\$500.00	\$200.00	\$700.00
MISC EXPENDITURES	11-402-100-890	\$16,500.00	\$2,512.00	\$19,012.00
SUPPLIES & MATERIALS	20-250-100-600	\$25,000.00	\$26,489.00	\$51,489.00
OTHER PURCH SERV	11-000-230-590	\$185,000.00	-\$50,000.00	\$135,000.00
SAL OF PRINC/ASST	11-000-240-103	\$985,910.00	-\$105,000.00	\$880,910.00
SALARIES	11-000-251-100	\$357,318.00	-\$45,000.00	\$312,318.00
WORKMAN COMP	11-000-291-260	\$158,985.00	-\$4,506.00	\$154,479.00
OTHER EMPLOYEE BENE	11-000-291-290	\$20,000.00	-\$1,970.00	\$18,030.00
GENERAL SUPPLIES	11-215-100-610	\$4,572.54	-\$200.00	\$4,372.54
SUPPLIES & MATERIALS	11-402-100-600	\$54,949.93	-\$2,512.00	\$52,437.93
TUIT TO PRIVATE SCH				
HAND	20-250-100-566	\$83,283.00	-\$4,499.00	\$78,784.00
PURCHASED PROF SERV	20-250-200-300	\$36,000.00	-\$21,990.00	\$14,010.00
		\$7,831,527.47	\$0.00	\$7,831,527.47

**15. Approval of Bills**

To approve the following bills for the month of March:

General Current Expense	\$227,344.10
Special Revenue Funds	\$ 8,097.93
Enterprise Fund	<u>\$ 48,806.95</u>
Total	\$284,248.98

**16. Approval of Minutes**

To approve the following minutes:

February 2, 2016	open session	February 2, 2016	closed session
February 23, 2016	open session	February 23, 2016	closed session

**17. Secretary/Treasurer's Report**

To approve the secretary/treasurer's report for the period ending January 2016.

**18. Donation**

To accept a donation of \$651.46 from DonorsChoose.org for a classroom project called, "Alternative Seating" received by Lisa Lugara, Robert Gordon, Special Education Teacher.

**19. Grant Application**

To approve the grant application by Robert Masucci, Band Director to the Fender Music Foundation to enable the band to receive new instruments.

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

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

- a. Roselle Park Sherman School PTA – movie night  
Sherman School – gymnasium  
Friday, April 29, 2016  
6:00PM – 9:00PM
- b. Roselle Park Soccer Club – practice  
Herm Shaw Field  
Wednesday, Thursday, March 9 – June 17, 2016, 5:30PM – 9:00PM  
March 9 – June 17, 2016, Saturday 9:00AM – 4:30PM, Sunday 9:00AM – 4:30PM
- c. Roselle Park Soccer Club – practice  
Middle School Field  
Monday - Friday, March 9 – June 17, 2016, 6:00PM – 8:00PM  
March 9 – June 17, 2016, Saturday 9:00AM – 5:00PM, Sunday 9:00AM – 6:00PM
- d. Roselle Park PTSA – fundraiser  
Roselle Park High School – auditorium, stage, teachers' cafeteria  
Friday, May 20, 2016  
4:00PM – 11:00PM
- e. Roselle Park PTSA – rehearsals  
Roselle Park High School – auditorium  
Monday – Thursday, May 16 – 19, 2016  
6:00PM – 9:00PM
- f. Roselle Park Youth Baseball/Softball League – practice & games  
Herm Shaw Field  
Monday, Tuesday, Friday, March 21 – June 17, 2016, 5:30PM – 10:00PM  
March 21 – June 17, 2016, Saturday 5:00PM – 8:00PM, Sunday 5:00PM – 8:00PM
- g. Roselle Park Youth Baseball/Softball League – practice & games  
Middle School Field  
March 21 – June 17, 2016  
Saturday 5:00PM – 8:00PM, Sunday 6:00PM – 8:00PM
- h. Roselle Park Youth Baseball/Softball League – practice & games  
RPHS Webster Field  
Monday - Friday, March 21 – June 17, 2016, 5:30PM – 10:00PM  
March 21 – June 17, 2016, Saturday & Sunday 9:00AM – 8:00PM

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

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda item 21.***

**21. Tentative Budget**

To approve the following resolution:

BE IT RESOLVED that the Roselle Park Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$188,385. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

BE IT RESOLVED that the tentative budget be approved for the 2016-2017 School Year using the 2016-2017 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2016-2017 Expenditures	\$32,409,907	\$790,948	\$703,550	\$33,904,405
Less: Anticipated Revenues	\$11,353,993	\$790,948	\$ 0	\$12,144,941
Taxes to be Raised	\$21,055,914	\$ 0	\$703,550	\$21,759,464

And to advertise said tentative budget in the Union County Local Source in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Robert Gordon gymnasium, 59 W. Grant Avenue, on Tuesday, April 26, 2016 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2016-2017 School Year.

Vice President Harms	_____	Mr. Gerten	_____
Mr. Balaban	_____	Mr. Nelson	_____
Mr. Bowman	_____	Mr. Sekou	_____
Mr. Cancino	_____	Mr. Vita	_____
		President Miller	_____

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

***Committee/Liaison Reports***

***Continuing Business***

Students identified as not residing in Roselle Park/removed from school:

October 20	1 student
November 3	0 students
November 17	0 students
December 1	0 students
January 5	0 students
January 19	0 students
February 2	1 student
February 23	2 students
March 8	0 students
March 22	<u>0 students</u>
Total	4 students

***New Business***

***Public Participation***

***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.

***Executive Session***

Motion to go into executive session to discuss personnel matters or other exceptions to the sunshine laws as follows:

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

Moved	Seconded	Time
AYE	NAY	

Motion to return to open session (to be moved in public session)		
Moved	Seconded	Time
AYE	NAY	

***Adjournment***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_ to adjourn the meeting at \_\_\_\_PM

Motion \_\_\_\_\_

Next scheduled board meeting: April 5, 2016 – Robert Gordon Auditorium/Gymnasium – 7:00pm