

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

May 18, 2018

**TO:** Loren Harms, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – May 22, 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, 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 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***

***Resolution – Executive Session***

RESOLVED, That the Roselle Park Board of Education meeting hereby convenes to executive session for discussion of the following subjects:

1. Personnel

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	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***  
***Each member of the public may speak a maximum of three minutes.***

***Committee/Liaison Reports***

***Superintendent’s Report***

Harassment, Intimidation, Bullying – Investigations, Trainings and Programs Report  
by Ellen Bachert, District Anti-Bullying Coordinator

***Principal’s Report***

***Student Recognition***

The following students will be recognized for exceeding expectations, level 5 on the spring 2017 PARCC ELA as students in Robert Gordon:

Annalisa Ayala  
Matthew Drada

Adam Lakomy  
Tom Manoj

Addison Oakley

The following student will be recognized for exceeding expectations, level 5 on the spring 2017 PARCC Math in Robert Gordon:

Karen Saavedra

The following student will be recognized for exceeding expectations, level 5 on the spring 2017 PARCC ELA and Math in Robert Gordon:

Lilyanne Curry

The following students will be recognized as Robert Gordon Student Council Representatives:

Brayden D’Amico  
Leo Alvarez  
Logan Mathew  
Nicol Torres  
Victoria McNair  
Kaitlyn Sanchez

Benjamin Carneiro  
Samantha D’Amico  
Emilia Diaz  
Dennis Gjakaj  
Colin King  
Lilyanne Curry

Brianna Appello  
Elissa Glebocki  
Sarah Leone  
Melanis Xotel  
Ava Griffin

The following student will be recognized as Robert Gordon’s Student Council President:

Johnny Allen

The following student will be recognized as Robert Gordon’s Student Council Vice President:

Hannah Djokic

The following student will be recognized as Robert Gordon’s Student Council Secretary:

Aidan Bond

**PERSONNEL**

***Consent Agenda Motion – Personnel***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda items 1 through 9.***

**1. *District Substitutes***

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

**TEACHERS**

Chanell Cuadros	205 E. Clay Ave., RP	Kean BA '05	PK- 12
Morgan Etlinger	26A Seafoam Ave., Winfield Pk	E.Stroudsburg attending	PK-8
Aiyetutu Sorinwa	745 Lindegar St., Linden	Lagos Nigeria AB '09	PK-5

**2. *Staff Appointments***

To approve the following staff appointments (as recommended by the Superintendent):  
(\* pending negotiations)

- a. Maria Alvarez, Robert Gordon, Paraprofessional, effective May 23, 2018 through June 30, 2018 4.75 hrs./day, 5 days/week at \$15.28/hr. (repl. M. Carr)
- b. Ashley Rochford, Robert Gordon, Paraprofessional, effective May 23, 2018 through June 30, 2018 6 hrs./day, 5 days/week at \$15.28/hr. (repl.E. Gallagher)
- c. Marissa Manzi, District, Speech Teacher, effective September 1, 2018 through June 30, 2019 at M1 \$60,124\*.
- d. James Shriner, District, School Safety Specialist, effective January 1, 2018.

**3. *Maternity Leave of Absence Request (Alexandra Martinho, Aldene, Teacher)***

**RESOLVED**, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Alexandra Martinho commencing on September 4, 2018 and extending through September 14, 2018. Alexandra Martinho will use accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary and health benefits from September 1, 2018 through September 14, 2018. 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 Alexandra Martinho, following the birth of her child. Alexandra Martinho will use accumulated sick leave days during this post-birth disability period, and continue to receive salary from September 15, 2018 through October 15, 2018. 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 Alexandra Martinho commencing October 15, 2018 and extending through December 31, 2018. 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 January 2, 2019.

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

To approve the medical leave of absence extension request:

Robert Glomb

From:  
January 30, 2018  
Through May 31, 2018

To:  
January 30, 2018  
through June 30, 2018

**5. *Kindergarten Assessment Personnel***

To approve the following teachers to administer the kindergarten assessment after the end of the school year, 6hrs./day at the contractual rate, \$34.83/hr.: (as recommended by the Superintendent)

2 days

Kristen Saunders      Dawn Marie Warren  
Dina Cashin            Stephanie Leonardis  
Amber Ingenito        Michelle Pfeiffer

1 day

Isabel Guarino  
Wendy Ozeri  
Vanessa Garaio

**6. *Elementary Activity Proctor***

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

Elementary Activity Proctor - \$30/event

Aldene – Becky Antonelli  
Alex Martinho

**7. *Fall 2018 Sports Physical Personnel***

To authorize the following personnel to conduct physicals for the 2018 fall sports season under the direction of the Athletic Director at the contractual hourly rate, \$34.83/hr. or \*comp time (as recommended by the Superintendent) (as per RPEA contract)

June 21, 22, 25, and 26, 2018

Brenda Litterer – 4 days\*      Janice Haddad – 4 days\*      Kerri Cartnick – 4 days\*  
Elissa Hussey - 1 day\*

**8. *Additional MS Activity Chaperones 2017-2018***

To approve the following middle school activity chaperones for the 2017-2018 school year: (as recommended by the Superintendent) (as per RPEA contract)

Activity Chaperones \$32.26/hr.

Luisa Villegas

Anthony Delaney

**9. 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)

a. Shianne Chasidee Martinez	<u>From</u> Aldene Paraprofessional 4.75 hrs/day \$15.28/hr.	<u>To</u> Aldene Paraprofessional 5.5 hrs/day \$15.28/hr. (effective 5/23/18)
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Vice President Miller	_____	Mr. Leingang	_____
Mr. Cancino	_____	Ms. Powers	_____
Mr. Gerten	_____	Mr. Sekou	_____
Mr. Hemenway	_____	Mr. Signorello	_____
		President Harms	_____

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

***EDUCATION***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
 to approve the following ***agenda items numbered 10 through 15.***

**10. Education Program(s)**

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

Cancellation of Transportation

#139 Somerset Secondary Academy effective 5/25/2018

Home Instruction

#140 2 hrs./wk./per subj. 5/8/18 – TBD \$34.83/hr.

#141 1 hr./wk./per subj. 5/14/18 – TBD \$34.83/hr.

Bedside Instruction

#142 UCESC 5/hrs./wk. 5/17/18 – TBD \$98/hr.

Tuition (Incoming)

#143 South Orange Public Schools 5/21/18 – 6/30/18 \$31,255(pro-rated)

Tuition & Transportation

#144 Center for Life Long Learning 5/17/18 – 6/30/18 \$53,820 +transport.  
 (pro-rated)

**11. Educational Trip Requests**

To approve the following 2018 district educational trip requests:

- a. Montclair State University                      May 21, 2018                      Grade 1  
Students will learn about the solar system
- b. Al Hirschfeld Theater, NYC                      June 13, 2018                      Grades 9-12  
Students will see a Broadway play related to history lessons in leadership
- c. Hyatt Hills Golf Course, Clark                      May 30, 2018                      HS/MS Self-Contained  
Students will learn life skills and IEP goals

**12. Establish A Special Education Program**

Approve to establish a Behavioral Disabilities Program at the Robert Gordon Elementary 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.

**13. Harassment/ Intimidation/Bullying Incidents**

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

#17024, #17025, #17026

**14. Workshop Attendance Request**

To approve the following staff workshop attendance request:

Handle with Care Behavior Management Recertification in Newton, NJ on May 30, 2018

Laurie Gabriel                      Gina Mulholland                      \$450/ea.

### **15. Bus Evacuation Drills**

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

- a. April 18, 2018, 2:28 PM, Larch St. , route RP002, supervised by J. Foy – Asst. Principal
- b. April 23, 2018, 3:30 PM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal
- c. April 26, 2018, 7:15 AM, front of RPHS., route RP001, supervised by J. Foy – Asst. Principal
- d. April 26, 2018, 7:20 AM, front of RPHS, route RP004, supervised by J. Foy – Asst. Principal
- e. May 7, 2018, 2:25 PM, Larch St., route RP002, supervised by J. Foy – Asst. Principal
- f. May 9, 2018, 7:15 AM, front of RPHS, route RP001, supervised by J. Foy – Asst. Principal
- g. May 11, 2018, 3:37 PM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal
- h. May 15, 2018, 7:20 AM, front of RPHS, route RP004, supervised by J. Foy – Asst. Principal

Motion \_\_\_\_\_

### ***BUSINESS***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda items 16 through 24.***

### **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 Soccer Club – Spring Soccer Registration  
Sherman – gymnasium, teachers’ cafeteria  
Monday, Tuesday, Wednesday, May 30, June 12, 18, 2018  
7:30PM – 8:30PM
- b. Roselle Park Recreational Wrestling – Clinic  
Roselle Park High School – gymnasium, students’ cafeteria  
Friday, June 1, 2018  
6:00PM – 8:00PM

*Use of Buildings and Grounds continued*

- c. Roselle Park High Class of 2020 – Car Wash  
Roselle Park High School – front apron of school  
Saturday, May 26, 2018  
10:00AM – 3:00PM
  
- d. Roselle Park High GSA – Car Wash  
Roselle Park High School – front apron of school  
Saturday, June 2, 2018  
10:00AM – 3:00PM

**17. *Approval of Bills***

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

General Current Expense	\$153,032.61
Special Revenue Funds	\$ 4,367.14
Enterprise Fund	<u>\$ 48,820.10</u>
Total	\$204,219.85

**18. *District Contracts***

To approve the following district contracts: (copies on file in business office)

- a. 2018-2019 Union County Educational Services Commission Special Education Tuition Contract covering any/all students attending one or more schools operated by the Commission during the 2018-2019 academic year.
  
- b. Union County Educational Services Commission 2018-2019 School Year Resolution/Agreement for Participation in Coordinated Transportation Services
  
- c. Union County Educational Services Commission (UCESC) for Professional Services for the 2018-2019 school year
  
- d. Morris-Union Jointure Commission Vehicle Maintenance Agreement for the 2018-2019 school year.
  
- e. Union County Vocational-Technical Schools Tuition Agreement Contract for the 2018-2019 school year.

*District Contracts continued*

- f. MRESC’s Master Special Education Tuition Agreement for the period July 1, 2018 through June 30, 2019.
- g. Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC, Legal Services Agreement for the period July 1, 2018 through June 30, 2019 at the rate of \$165/hour.

**19. *Approval of Minutes***

To approve the following minutes:

April 24, 2018

**20. *Grant Application***

To apply for the following grant:

Lowe’s for an outdoor classroom in the following amount:

\$3,000

**21. *Secretary/Treasurer Report***

To approve the secretary/treasurer report for the period ending March 31, 2018.

**22. *Inventory Disposal***

Approval to dispose of the following attached list of obsolete/damaged technology equipment by selling on GovDeals.com or recycling on UpCycle, LLC.

<u>Asset#</u>	<u>Serial #</u>	<u>Device Description</u>
003401	9751ALCSM628401201	ups battery backup
004989	CNWDF20780	Printer
003308	MY84H2R1SF	Printer
003120	MY84C2R3BP	Printer
004686	U61091M5F417520	Printer
003322	CNWBD79592	Printer

*Inventory Disposal continued*

004429	CNU731266J	Computer
008012	5MYC1D1	Computer
004699	CND70505NQ	Computer
003556	MXL930069P	Computer
008165	HDKCLC1	Computer
003965	9LZB1D1	Computer
003760	2UA7350DDJ	Computer
004624	CNK720X01	LCD
003734	2UA7350DDD	Computer
004663	2UA7350DDL	Computer
004555	2UA73012GN	Computer
008027	JLZB1D1	Computer
003291	2UA8520BSV	Computer
003317	2U8520B55	Computer
004275	2UA73012H6	Computer
003917	4YZQNC1	Computer
008109	FC7CBD1	Computer
004605	2UA7350DF5	Computer
003313	2UA8520BSW	Computer
008014	6SHLNC1	Computer
003959	D5Z6VC1	Computer
004607	2UA7350DDS	Computer
003960	BLNPWC1	Computer
004207	2UA7041HG6	Computer
004595	2UA7350DDP	Computer
003404	9751ALCSM628400322	UPS Battery back up
003405	9751ALCSM628400328	UPS Battery back up
003409	9751ALCSM628400324	UPS Battery back up
008545	2501775EE	Projector
008260	2501865EE	Projector
008262	2500553EE	Projector
003134	C018767	Projector
003374	9500123FH	Projector
008559	1601729EB	Projector
003279	N/A	HP ProCurve 2810
010200	<a href="#">CN41BX427G</a>	HP Switch
003792	SER1419050O	AP
003772	1GC36CB300240	AP
003789	SER1419050G	AP
003793	SER1419050G	AP
003809	SER141903FU	AP
003791	SER1419050H	AP
003815	SER141903K6	AP
003908	MO200J101391	AP
003813	N/A	AP

*Inventory Disposal continued*

003726	SER133202G6	AP
003788	SER141903G5	AP
003806	n/a	AP
003814	SER141903E2	AP
003762	SER133202R5	AP
003724	SER133202PF	AP
003803	N/A	AP
003802	SER14190314	AP
003811	SER141903L1	AP
003808	SER141904YS	AP
003787	SER141903K3	AP
008133	SER141903J0	AP
003804	SER14190313	AP
003801	SER14190317	AP
003807	SER141904YT	AP
003810	N/A	AP
003805	n/a	AP
003406	9751ALCSM628400327	UPS Battery Bkup
003173	MY84C2R15V	Printer
003123	MY84C2R3CB	Printer
004987	MY8632R0P1	Printer
003785	MY84C2R166	Printer
003125	MY84C2R3C7	Printer
003320	MY84C2R161	Printer
003131	MY84C2R3BQ	Printer
003321	MY85G2RYW	Printer
n/a	MY8632R1WK	Printer
000518	Panasonic AG-7450	VCR HS-RPTV
002038	Monitor	HS-RPTV
000537	Tascam Portam Mini studio	HS-RPTV
000559	Canon WF-F500 Camera	HS-RPTV
00566?	Canon WF-F500 Camera	HS-RPTV
000558	Canon WF-F500 Camera	HS-RPTV
007030	IBM PC	HS-RPTV
004794	3CQ8230M34	LCD
004934	3CQ8230H07	LCD
004912	3CQ8230HZ6	LCD
004720	3CQ8230HQR	LCD
004962	3CQ8230JY2	LCD
003618	ELTE10D011934DA98B8501	LCD
003559	MY8632R0MZ	Printer
003646	ELTE10D0119340A9768501	LCD
004898	3CQ8230KFC	LCD
004718	3CQ8230HQM	LCD
004724	3CQ8230JY5	LCD

**23. Bid Award**

To approve the following bid award to the lowest responsible bidder:

**WHEREAS**, a recommendation was made by the Superintendent of Schools to the **Roselle Park Board of Education (“Board”)** to seek a contract for construction services for the New STEAM Classrooms at the Roselle Park High School (hereinafter “Project”); and

**WHEREAS**, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

**WHEREAS**, on Thursday, May 17, 2018 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*; and

Bidder	Base Bid	Alt. #A-1	Alt. #A-2	Alt. #A-4	Alt. #P-1	Alt # E-1
Accurate Construction	\$696,000	\$11,000	\$3,000	\$5,500	\$12,700	\$9,000
Precision Construction	\$871,000	\$9,000	\$21,500	\$10,000	\$11,000	\$10,000
Mark.Construction	\$759,000	\$10,900	\$8,400	\$5,200	\$21,560	\$11,000

**WHEREAS**, the bid submitted by Accurate Construction, Inc. has been reviewed and has deemed compliant with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 et seq.; and

**NOW, THEREFORE:**

**BE IT RESOLVED**, that the Board hereby awards the Project to Accurate Construction, Inc. as the lowest responsible bidder at a total contract amount of \$737,200.00.

**24. Bid Award**

To approve the following bid to the lowest responsible bidder: (copy on file in business office)

(through Hunterdon County Educational Services Commission Lease Purchase Bidding/Financial Advisory Service)

**WHEREAS**, a recommendation was made by the Superintendent of Schools to the Roselle Park Board of Education (“Board”) to seek a contract for a Lease Purchase Agreement for the purchase of various educational materials and equipment (hereinafter “Lease Purchase”); and

**WHEREAS**, The Lease Purchase was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-1; and

**WHEREAS**, on Wednesday, May 22, 2018 the Board received bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*; and

Bidder	Index: ICE Benchmark Administration USD Rates 1100 Like term Swap Rate/Index Date	Purchase Option Penalty (% of outstanding Principal balance)	Rate Bid	Additional Fee
TD Equipment Finance, Inc. NJ	Rate Hold for 60 days then adjusted in accordance with the Bid Spec’s	Yield Maintenance	3.0414%	None
US Bancorp Government Leasing and Finance, Inc. NJ	Rate Hold till 7/17/18 2.997% for 4 yrs.	103% or break funding whichever is less	3.2285%	None

**WHEREAS**, the bid submitted by TD Equipment Finance, Inc. has been reviewed and has been determined to be in compliance with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1, *et seq.*; and

**NOW THEREFORE:**

**BE IT RESOLVED**, that the Board hereby awards the Lease Purchase Agreement to TD Equipment Finance, Inc. at the rate bid of 3.0414 %.

Dated: 5/22/2018

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.

***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	

Agenda  
May 22, 2018  
Open Session

***Adjournment***

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

Motion \_\_\_\_\_

Next scheduled board meeting: June 12, 2018 – Middle School auditorium – 7:00 PM