

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

May 19, 2017

**TO:** Christopher Miller, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – **May 23, 2017**

***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.

***Roll Call***

President Miller	_____	Kimberly Powers	_____
Vice President Harms	_____	Sundjata Sekou	_____
Rodric Bowman	_____	Joseph Signorello, Jr.	_____
Kevin Cancino	_____	Jeofrey Vita	_____
Troy Gerten	_____		
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/Liaison Reports***

***Superintendent’s Report***

***Principal’s Report***

***Student Recognition***

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

Belen Munoz, President	Hannah Djokic	Wilfredo Vega
Karen Saavedra, Vice President	Rishi Amin	Isiah Permison
Angel Chico, Secretary	Alex Mesa	Isiah Trejos
Lina Muscaritolo	Giocarlos Figueroa	Chloe Liddle

The following students will be recognized as being positive role models for Kindergarten students:

Armina Ardolic	Chloe Liddle	Nelen Munoz
Fatima Velija		

The following student is recognized for their art work in the AENJ Winter Art Exhibit:

Karen Saavedra

The following students will be recognized for their participation in the Percussion Band:

Antonio Antonucci	Mattia Leingang	Samuel Mendoza
Amanda Perez	Olivia Qiu	Allan Salazar

The following students will be recognized for their participation in the Advanced Band:

Olivia Qiu	Amanda Perez	Mattia Leingang
Kenneth Cheng	Antonio Antonucci	Allan Salazar
Samuel Mendoza		

The following students will be recognized for their participation in the Chorus:

Olivia Qiu	Gabriela Thomas	Elizabeth Almeida
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The following students will be recognized for their participation in the Hand Bells:

Antonio Antonucci	Amanda Perez	Allan Salazar
Samuel Mendoza	Olivia Qiu	

The following students will be recognized as winners of the Youth Art Month Contest:

Leena Moncayo – 6 <sup>th</sup> Grade	Emily Tribano – 7 <sup>th</sup> Grade	Camila Martinez – 7 <sup>th</sup> Grade
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The following student is recognized as the winner of the 8<sup>th</sup> Grade Youth Art Month Contest & art work chosen to be on their poster:

Olivia Qiu

***POLICY***

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_  
to approve ***agenda items 1 through 20.***

**1. *District Policy – Adopt 2210***

To approve the following ADMINISTRATIVE LEEWAY IN ABSENCE OF BOARD POLICY revised district policy:

2210 ADMINISTRATIVE LEEWAY IN ABSENCE OF BOARD POLICY

**2. *District Policy – Adopt 2240***

To approve the following RESEARCH, EVALUATION AND PLANNING revised district policy:

2240 RESEARCH, EVALUATION AND PLANNING

**3. *District Policy – Adopt 2255***

To approve the following action planning for STATE MONITORING NJQSAC NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM revised district policy:

2255 STATE MONITORING NJQSAC NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM

**4. *District Policy – Adopt 3000/3010***

To approve the following CONCEPTS AND ROLES IN BUSINESS AND NONINSTRUCTIONAL OPERATIONS; GOALS AND OBJECTIVES revised district policy:

3000-3010 CONCEPTS AND ROLES IN BUSINESS AND NONINSTRUCTIONAL OPERATIONS; GOALS AND OBJECTIVES

**5. *District Policy – Adopt 3280***

To approve the following GIFTS, GRANTS AND BEQUESTS revised district policy:

3280 GIFTS, GRANTS AND BEQUESTS

**6. *District Policy – Adopt 3320***

To approve the following PURCHASING PROCEDURES revised district policy:

3320 PURCHASING PROCEDURES

**7. *District Policy – Adopt 3451***

To approve the following PETTY CASH FUNDS revised district policy:

3451 PETTY CASH FUNDS

**8. *District Policy – Adopt 4112.2***

To approve the following CERTIFICATION revised district policy:

4112.2 CERTIFICATION

**9. *District Policy – Second Reading 4111.1/4211.1***

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

4111.1/4211.1 NONDISCRIMINATION/AFFIRMATIVE ACTION

*POLICY continues*

**10. District Policy – Second Reading 4112.6/4212.6**

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

4112.6/4212.6 PERSONNEL RECORDS

**11. District Policy – Second Reading 4112.8/4212.8**

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

4112.8/4212.8 NEPOTISM

**12. District Policy – Second Reading 4119.21/4219.21**

To approve the following CONFLICT OF INTEREST revised district policy: (second reading)

4119.21/4219.21 CONFLICT OF INTEREST

**13. District Policy – Second Reading 4121**

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

4121 SUBSTITUTE TEACHERS

**14. District Policy – Second Reading 4123**

To approve the following CLASSROOM AIDES (PARAPROFESSIONALS) revised district policy: (second reading)

4123 CLASSROOM AIDES (PARAPROFESSIONALS)

**15. *District Policy – Second Reading 4131/4131.1***

To approve the following STAFF DEVELOPMENT; INSERVICE EDUCATION/VISITATIONS/CONFERENCES revised district policy: (second reading)

4131/4131.1 STAFF DEVELOPMENT; INSERVICE  
EDUCATION/VISITATIONS/CONFERENCES

**16. *District Policy – Second Reading 4222***

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

4222 NONINSTRUCTIONAL AIDES

**17. *District Policy – First Reading 5118***

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

5118 NONRESIDENTS

**18. *District Policy – First Reading 5119***

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

5119 TRANSFERS

**19. *District Policy – First Reading 5125***

To approve the following STUDENT RECORDS revised district policy: (first reading)

5125 STUDENT RECORDS

**20. District Policy – First Reading 5127**

To approve the following COMMENCEMENT ACTIVITIES revised district policy: (first reading)

5127 COMMENCEMENT ACTIVITIES

Vice President Harms	_____	Ms. Powers	_____
Mr. Bowman	_____	Mr. Sekou	_____
Mr. Cancino	_____	Mr. Signorello	_____
Mr. Gerten	_____	Mr. Vita	_____
		President Miller	_____

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

**PERSONNEL**

**Consent Agenda Motion – Personnel**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following **agenda items 21 through 24.**

**21. District Substitutes**

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

**TEACHER**

Jaclyn Wozniak 25 E. Webster Ave., RP attending Rowan PK-8

**PARAPROFESSIONAL**

Jaclyn Wozniak 25 E. Webster Ave., RP

## **22. *Staff Appointments***

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

- a. Caroline Robbins, Aldene, School Counselor, effective September 1, 2017 through June 30, 2018, M1, \$60,124 (repl. C. Sas)
- b. Denise Picciano, High School, Math Teacher, effective September 1, 2017 through June 30, 2018, MT7, \$68,301 (repl. M. Herrera)
- c. Candy Hahn, Business Office, Accounts Payable/Purchasing Coordinator, effective July 1, through August 31, 2017, \$52,705, at present 10 month salary Sept-June (pro-rated) (per diem) (repl. L. Battaglia) (mat. leave)
- d. Sergio Salas, High School, Math Teacher, effective September 1, 2017 through June 30, 2018, M1, \$60,124 (repl. F. Witkowski)

## **23. *ESL Summer Program Staff***

To approve the following 2017 ESL/Title 1 Summer Program staff, approximately 3 days per week, June 27 to August 3 for a total of 17 days: (as recommended by the Superintendent) (per RPEA contract) (funding through NCLB)

Teachers - \$34.83/hr. – 3.5hrs./day

Isabel Guarino    Wendy Ozeri    Loretta Smith-Hardy    Ann Ryan    Tamara Pires

Clerical Aide - \$14.57/hr. – 4hrs./day

Tatiana Paredes

Substitutes

Christina Shaute

Judy Kurz

## **24. *Professional Development***

To authorize payment to the following staff to participate in STEM/Science training and curriculum writing on June 23, 2017 at \$34.83/hr.:

Jennifer Durkin (3 hours)

Natalie Basile (3 hours)

Denise Matarante (3 hours)

Kelly Hardman (3 hours)

Amanda Batista (3 hours)

Christine Dougherty (3 hours)

Christine Shaute (3 hours)

Rachel Siegel (3 hours)



Vice President Harms	_____	Ms. Powers	_____
Mr. Bowman	_____	Mr. Sekou	_____
Mr. Cancino	_____	Mr. Signorello	_____
Mr. Gerten	_____	Mr. Vita	_____
		President Miller	_____

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

### ***EDUCATION***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda items numbered 25 through 26.***

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

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

#16023, #16024, #16025, #16026, #16027, #16028

#### ***26. Bus Evacuation Drills***

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

- a. May 6, 2017, 12:15 PM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal
- b. May 16, 2017, 3:30 PM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal
- c. May 16, 2017, 3:37 PM, Larch St., route RP001, supervised by J. Foy – Asst. Principal
- d. May 16, 2017, 2:20 PM, front of RPHS, route RP002, supervised by J. Foy – Asst. Principal
- e. May 17, 2017, 10:34 AM, front of RPHS, route RP001, supervised by J. Foy – Asst. Principal

Motion \_\_\_\_\_

## ***BUSINESS***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda items 27 through 33.***

### ***27. 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 – Fall Soccer Registration  
Sherman School – gymnasium, students’ cafeteria  
Monday, Wednesday, June 5, 14, 2017  
7:00PM – 8:30PM
  
- b) Indo American Seniors Association of Union County – Meeting  
Roselle Park Middle School – auditorium  
Saturday, June 24, 2017  
3:00PM – 9:00PM
  
- c) Roselle Park Wrestling – Off Season Wrestling Tournament  
Roselle Park High School – gymnasium  
Saturday, June 17, 2017  
7:30AM – 6:00PM
  
- d) Roselle Park Class of 2020 – Car Wash  
Roselle Park High School – school front  
Saturday, June 10, 2017  
10:00AM – 3:00PM
  
- e) Roselle Park Police Youth Academy – NJ Aviation Unit Demo Presentation  
Roselle Park High School – baseball field  
Thursday, August 17, 2017  
12:00PM
  
- f) Borough of Roselle Park – USO 5K Run/Walk  
Herm Shaw Field  
Saturday, October 7, 2017  
8:00AM – 3:00PM

**28. Approval of Bills**

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

General Current Expense	\$151,484.52
Special Revenue Funds	\$ 4,750.75
Enterprise Fund	\$ 69,029.90
Summer Camp	<u>\$ 392.42</u>
Total	\$225,657.59

**29. District Contracts**

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

- a. 2017-2018 Union County Educational Services Commission Special Education Tuition Contract covering any/all students attending one or more schools operated by the Commission during the 2017-2018 academic year.
- b. Union County Educational Services Commission 2017-2018 School Year Resolution/Agreement for Participation in Coordinated Transportation Services
- c. Union County Educational Services Commission (UCESC) for Professional Services for the 2017-2018 school year
- d. Morris-Union Jointure Commission Vehicle Maintenance Agreement for the 2017-2018 school year.
- e. Union County Vocational-Technical Schools Tuition Agreement Contract for the 2017-2018 school year.
- f. MRESC's Master Special Education Tuition Agreement for the period July 1, 2017 through June 30, 2018.
- g. Staff Development, Inc. for STEM/Science training and curriculum writing support K-5 for June 23, 2017, \$1500.00

**30. Approval of Transfers**

To approve the following transfers for the month of April 2017:

OTHER PURCHASE PROF SER	11-000-219-390	\$24,005.00	\$430.00	\$24,435.00
MISC PURCHASED SERV	11-000-219-592	\$924.69	\$96.00	\$1,020.69
SAL OF OTHER PROF STAFF	11-000-221-104	\$2,500.00	\$4,101.00	\$6,601.00
OTHER PURCHASED SERVICE	11-000-223-500	\$23,512.00	\$1,901.00	\$25,413.00
LEGAL SERVICES	11-000-230-331	\$148,147.00	\$8,288.00	\$156,435.00
OTHER PURCHASED SERVICE	11-000-230-590	\$134,279.28	\$239.00	\$134,518.28
PURCH TECH SERV	11-000-252-340	\$58,902.78	\$1,948.00	\$60,850.78
PURCHASED PROF SERVICE	11-000-262-300	\$59,887.16	\$19,693.00	\$79,580.16
CLEANING,REPAIR,MAINT SER	11-000-270-420	\$29,261.00	\$1,486.00	\$30,747.00
TRANSPORTATION	11-000-270-517	\$24,110.00	\$1,709.00	\$25,819.00
PURCHASED PROF SERVICE	11-150-100-320	\$7,393.00	\$1,069.00	\$8,462.00
GENERAL SUPPLIES	11-212-100-610	\$3,500.00	\$14.00	\$3,514.00
GENERAL SUPPLIES	11-000-216-610	\$2,568.20	-\$526.00	\$2,042.20
SAL OF OTHER PROF STAFF	11-000-223-104	\$11,491.67	-\$4,101.00	\$7,390.67
GENERAL SUPPLIES	11-205-100-610	\$6,436.91	-\$1,901.00	\$4,535.91
SALARIES	11-000-230-100	\$260,407.00	-\$8,527.00	\$251,880.00
OTHER OBJECTS	11-000-252-800	\$4,075.01	-\$1,948.00	\$2,127.01
TRANSPORTATION - ESC	11-000-270-518	\$239,000.15	-\$3,195.00	\$235,805.15
HEALTH BENEFITS	11-000-291-270	\$5,691,100.00	-\$20,762.00	\$5,670,338.00
OTHER OBJECTS	11-212-100-800	\$250.00	-\$14.00	\$236.00
		\$6,731,750.85	\$0.00	\$6,731,750.85

**31. Grant Application**

To apply for the following grant:

New Jersey Schools Insurance Group Safety Grant 2017-2018 in the following amount:

\$9,781.99

**32. Secretary/Treasurer Report**

To approve the secretary/treasurer report for the period ending March 31, 2017.

**33. 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 10, 2017 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
US Bancorp Government Leasing & Finance, Inc.	1.778% for 3 yr. as of 5/05/17	103% or break funding whichever is less	2.074 %	\$500 Escrow Fee/ 6 months
Municipal Leasing Consultants, VT	0.9400%	102%	2.99 %	\$500 Escrow Fee / 6 months

**WHEREAS**, the bid submitted by US Bancorp Government Leasing & Finance, Inc. (“US Bancorp”) 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 US Bancorp at the rate bid of 2.074 %.

Dated: 5/23/2017

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.

***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 23, 2017  
Open Session

***Adjournment***

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

Motion \_\_\_\_\_

Next scheduled board meeting: June 13, 2017 – Middle School auditorium – 7:00 PM