

ROSELLE PARK SCHOOL DISTRICT
Office of the Superintendent

April 26, 2019

TO: Loren Harms, President
Members of the Board of Education
FROM: Pedro Garrido, Superintendent
SUBJECT: AGENDA FOR BOARD MEETING – April 30, 2019

Notice of Meeting

This meeting, held in the High School Library/Media Center, 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 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 Signorello	Christopher Miller
Susan Carlstrom	Kimberly Powers <i>arrived 6:29</i>
Marissa Falcon <i>arrived 6:47</i>	Paul Santangelo
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 – The Superintendent provided the Board with employment recommendations regarding several employees.
2. Personnel – The Superintendent provided the Board with background information on his recommendation for an employment position in the District.

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: Mr. Santangelo	Seconded: Vice President Signorello	Time: 6:09
AYE: 7	NAY: 0	
Motion to return to public session (to be moved in public session)		
Moved: Mr. Miller	Seconded: Vice President Signorello	Time: 7:00
AYE: 9	NAY: 0	

Committee Report: Ms. Powers reported on the Casano Center meeting and the dance for Middle School students. Also, she thanked the administration for their support of the Casano Center.

Superintendent's Report

2019 – 2020 BUDGET PRESENTATION

Public Budget Presentation by Susan Guercio

Superintendent Garrido gave an update on NJ QSAC. He stated that the latest report showed Roselle Park School District scoring over 80%. This score designates us as a High Performing District. Mr. Garrido congratulated the entire staff on this achievement.

Jacqueline Garcia, Laurel Ave. a parent advocate shared her thoughts on working with children that have special needs.

Mohammed Elbanna, 419 Faitoute Ave., questioned QSAC. Superintendent Garrido responded.

Joe De Iorio, questioned if the budget presentation will be on our website. Board Secretary Guercio responded yes.

Mr. Leingang, chairman of the Personnel Committee spoke about agenda items #4 and #5.

PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by Vice President Signorello seconded by Mr. Santangelo to approve the following agenda item 1 through 9.

1. District Substitutes

Approval of additional district substitutes. (as recommended by the Superintendent)

Lunch Aides: \$9/hr.

LUNCH AIDE

Nancy Murray 230 W Sumner Ave. Apt. 61C, RP

2. Staff Retirement

To accept the following retirement: (as recommended by the Superintendent) (as approved by the Board of Trustees of the TPAF)

Robert Glomb, Middle School, Social Studies Teacher, effective July 1, 2019

3. *Staff Resignations*

To accept the following resignations: (as recommended by the Superintendent)

Nico Malave, Robert Gordon, Paraprofessional, effective April 25, 2019

4. *Job Description*

The Board, upon the recommendation of the Superintendent of Schools, approves the job description for the position of Assistant Business Administrator.

5. *Staff Appointments*

- a. The Board, upon the recommendation of the Superintendent of Schools, appoints Michelle Calas to the position of Assistant Business Administrator for the period of July 1, 2019 through August 31, 2019 at a salary of \$140,000 (pro-rated).
- b. The Board, upon recommendation of the Superintendent of Schools, appoints Michele Calas to the position of School Business Administrator/Board Secretary for the period September 1, 2019 through June 30, 2020, pending approval of the Executive County Superintendent of Schools for Union County, at a salary of \$140,000 (pro-rated).

6. *Maternity Leave of Absence Extension Request*

To approve the following maternity leave of absence extension request:

Kelley Slater	From:	To:
Sherman	1/14/19 to 5/17/19	1/14/19 to 6/7/19
Special Education Teacher		

7. *Additional Elementary Lunch Proctor 2018-2019*

To approve the following elementary lunch proctor for the 2018-2019 school year: (as recommended by the Superintendent) (as per RPEA contract)

Robert Gordon Elementary Lunch Proctors \$25/day
Maria Alvarez

8. Change of Assignment

To approve the following change of assignment: (as recommended by the Superintendent) (as per RPEA contract)

Lorraine Mazzeo	<u>From:</u>	<u>To:</u>
	Sherman Elementary Teacher 1/2/19 to 3/31/19 B1 \$56,663 (repl. C. Shaute)	Sherman Elementary Teacher 1/2/19 to 6/30/19 B1 \$56,663 (repl. C. Shaute)

9. Sick Day Bank

To approve an agreement between the Roselle Park Board of Education and the Roselle Park Education Association to permit RPEA members to donate one (1) sick day each on a volunteer basis to Mary Jane Leinberger, Aldene, Paraprofessional. (to include administrators, custodian/maintenance and full time non-unit personnel)

On roll call, motion carries

EDUCATION

A motion was made by Mr. Hemenway seconded by Ms. Carlstrom to approve the following agenda items numbered 10 through 12.

10. Education Program

To approve the following education program(s) for the 2018-2019 school year:

Fit to Return

#232	Trinitas-UCESC	\$225
#233	The Family Resource Center	\$175
#234	Trinitas-UCESC	\$225

Bedside Instruction

#235	Summit Oaks Hospital	5/hrs./wk.	4/8/19 – TBD	\$47.47/hr.
#236	PESI	5/hrs./wk.	4/22/19 – TBD	\$34.83/hr.

15. Use of Buildings and Grounds

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

- a. Aldene 5th Grade Committee Meetings – Luncheon & Yearbook Prep
Aldene School – classroom
Thursdays, April 11, 25, May 9, 23, June 6, 2019
7:00PM – 8:00PM
- b. Roselle Park High School Faculty – Remembrance Event for Barbara Kemps
Roselle Park High School – auditorium, students’ cafeteria
Saturday, June 15, 2019
1:30PM – 3:30PM
- c. Roselle Park Wrestling Club – Off Season Wrestling Tournament
Roselle Park High School – gymnasium
Saturday, June 22, 2019
7:00AM – 3:00PM
- d. Danceology Studios LLC – Dance Recital
Roselle Park Middle School – auditorium, sound equipment, stage, students’ cafeteria
Friday, Monday, June 14 or June 17, 2019 (rehearsal) – 6:00PM – 9:00PM
Saturday, June 22, 2019 (recital) – 3:00PM – 6:30PM
- e. Roselle Park Soccer Club – Coach Certification Class
Roselle Park Middle School – auditorium
Saturday, June 22, 2019
9:00AM – 12:00PM
- f. Roselle Park Soccer Club – Spring Season Picture Day
Roselle Park High School – students’ cafeteria
Saturday, May 18, 2019
8:00AM – 2:00PM
- g. New Jersey PTA – Reflections Ceremony
Roselle Park High School – auditorium, classroom, sound equipment, stage, teachers’ cafe
Saturday, May 18, 2019
10:00AM – 4:00PM
- h. Roselle Park PTA – Mr. Roselle Park
Roselle Park High School – auditorium
Thursday, May 30, 2019
6:00PM – 10:00PM

Use of Buildings and Grounds continued

- i. Roselle Park Arts Festival
Anthony Signorello Center, Robert Gordon Parking Lot
Saturday, September 28, 2019 (raindate Sunday, September 29, 2019)
11:00AM – 7:00PM

- j. Roselle Park Girl Scouts Troop 40033- Girl Scout Projects
Roselle Park Middle School – students’ cafeteria
Tuesday, Wednesday, Friday, April 23, 24, 26, May 3, 2019
2:50PM – 5:00PM

16. Board Secretary/Treasurer’s Report

To approve the board secretary/treasurer’s report for the period ending March 31, 2019.

17. Travel and Related Expense Reimbursement - Budget Update

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:23A-7.3 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:23A-7.3 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:23A-7.3 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:23A-7.3, to a maximum expenditure of \$25,000 for all staff and board members. (same since 2011-2012). As of April 30, 2019, the Roselle Park Board of Education has spent \$1,681 for travel and related expense reimbursements.

18. *MS Library Media Center Renovation*

To approve the following renovation:

Whereas, The Board of Education of Roselle Park Town in the County of Union, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of:

Media Center Renovations at Roselle Park Middle School
State Plan #4450-085-19-1000

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF ROSELLE PARK IN THE COUNTY OF UNION, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic and Final Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Union County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated “Other Capital” and the Board is not seeking state funding.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 4. This resolution shall take effect immediately.

Motion carries

A motion was made by Ms. Carlstrom seconded by Mr. Hemenway to approve the following agenda item 19.

19. Adoption of the 2019-2020 School Year Budget And Tax Levy

To approve the following resolution:

WHEREAS, the Roselle Park Board of Education adopted a tentative budget on March 19, 2019 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on March 29, 2019; and

WHEREAS, the tentative budget was advertised in the legal section of the Union County Local Source on April 25, 2019; and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 30, 2019; and

WHEREAS, the total amount of the budget for General Fund Expenses shall be \$35,071,147, of which \$21,754,978 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Special Revenue Fund Expense shall be \$1,772,424, of which \$0.00 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Debt Service Expense shall be \$675,300 of which \$675,300 shall be raised by tax levy.

NOW THEREFORE, BE IT RESOLVED that the Roselle Park Board of Education hereby adopts the 2019-2020 School Year budget and,

BE IT RESOLVED that there should be raised for the General Funds \$35,071,147 for the ensuing School Year (2019-2020) and

BE IT RESOLVED that there should be raised for Debt Service Funds, \$675,300 for the ensuing School Year (2019-2020).

On roll call, motion carries

Public Participation
Each member of the public may speak a maximum of three minutes

Joe De Iorio, reported on the survey recently given to high school students during their lunches.

President Harms discussed the cancellation of the next board meeting scheduled for May 7, 2019. The full board agreed to cancelling the meeting.

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 Mr. Hemenway seconded by Mr. Leingang to adjourn the meeting at 7:48PM.

Motion carries

Respectfully submitted,

Susan Guercio
School Business Administrator
Board Secretary

Next scheduled board meeting: May 21, 2019 – Roselle Park Middle School auditorium – 7:00 PM