

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

April 5, 2019

**TO:** Loren Harms, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – April 9, 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 <i>arrived 7:00</i>	Christopher Miller
Susan Carlstrom <i>arrived 7:00</i>	Kimberly Powers
Chad Hemenway	Paul Santangelo <i>arrived 7:01</i>
<i>Marissa Falcon was absent from this meeting</i>	
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

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: Mr. Hemenway	Seconded: Mr. Miller	Time: 6:35
AYE: 5	NAY: 0	

Motion to return to public session (to be moved in public session)		
Moved: Mr. Hemenway	Seconded: Mr. Miller	Time: 7:05
AYE: 8	NAY: 0	

***Committee Reports***

Matthew Leingang, Liaison to the Mayor/Council, reported that a future mutual meeting date with the borough and board is being explored.

The Personnel Committee reported that a second round of interviews for the BA position has taken place.

The Negotiations Committee reported that there are additional meetings planned with the RPAA.  
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***Principal's Report***

Principal Costa reported on recent high school activities.  
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***Student Recognition***

The following students are being recognized as NJSIAA State Wrestling Qualifiers:

Mark Montgomery	Gabe Leo
Eddie Hummel	Elvin Guerrero

The following student is being recognized in Art Excellence for the creation of the sports hall mural:

Gabriella Muscaritolo

The following students are being recognized for Youth Art Month at state level in Trenton:

Franchesca Martinez	Isis Gonzalez
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***Superintendent's Report***

Superintendent Garrido spoke on Autism Awareness Month, the NJSLA 2019 Testing Calendar, the Strategic Planning Committee, Kindergarten Registration, and the Preschool Lottery.

## ***PERSONNEL***

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

A motion was made by Mr. Miller seconded by Mr. Hemenway to approve the following agenda items 1 through 6.

#### ***1. District Substitutes***

Approval of additional district substitutes. (as recommended by the Superintendent)  
Custodians-\$13/hr.

##### **CUSTODIANS**

Norine Marando        30 E. Colfax Ave., RP  
Robyn Tunnell         217 Sherman Ave., RP  
Leonel Torres Garcia   300 West Webster Ave. RP

#### ***2. Staff Resignations***

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

Angela Berrian, Aldene, Preschool Teacher, effective April 4, 2019

#### ***3. Maternity Leave of Absence Extension Request***

To approve the following maternity leave of absence extension request (as recommended by the Superintendent) (as per RPEA contract)

	<u>From</u>	<u>To</u>
Jean Erbeck	November 26, 2018	November 26, 2018
Robert Gordon	through June 30, 2019	through January 1, 2020

#### ***4. Staff Appointments***

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

- a, Romina Ramirez, Aldene, Paraprofessional, effective April 10, 2019 through June 30, 2019, 6 hrs./day at \$15.74/hr. (repl. C. Gabriel)

**5. Additional Sections**

To approve the following teacher to teach an additional class for the 2018-2019 school year: (as recommended by the Superintendent) (as per RPEA contract salary) (pro-rated) (effective 2/10/19 through 4/12/19)

<b>High School</b>	<b>Subject</b>		
Melissa Rinaldi	Portfolio Appeals	1/8	\$10,311.63

**6. Retirement Compensation**

Approval to pay the following retirement compensation as recommended by the Superintendent: (in accordance with respective CBAs.)

<b>Administrator</b>		
Susan Carlstrom	\$135 x 189.5 sick days	\$25,000 Maximum

Vice President Signorello and Ms. Carlstrom abstain from item #6

On roll call, motion carries

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**EDUCATION**

A motion was made by Vice President Signorello seconded by Ms. Carlstrom to approve the following agenda items numbered 7 through 13.

**7. Educational Trip Requests**

To approve the following district 2019 educational trip requests:

- a. Princeton University Art Museum      June 12, 2019      Grades 11 & 12  
 Students will get a free guided tour of the museum’s extensive art collection.
- b. Knights of Columbus, Union      June 13, 2019      Grade 5  
 Students will be attending the 5<sup>th</sup> grade luncheon.
- c. Donovan Catholic High School, Toms River      May 23, 2019      HS Yearbook  
 Students will work with a graphic artist to help develop the yearbook cover.
- d. Brookdale Community College, Middletown      May 15, 2019      MS Art  
 Students will attend a workshop on how to become a leader and a role model and see it through student art installation.

**8. Education Programs**

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

<u>Independent Evaluations Educational Evaluations</u>				
#226	Union County Educational Services Commission			\$420
<u>Independent Evaluations Psychological Evaluations</u>				
#227	Union County Educational Services Commission			\$420
<u>Fit to Return</u>				
#228	Trinitas-UCESC			\$225
#230	The Family Resource Center			\$175
<u>Bedside Instruction</u>				
#231	PESI	2/hrs./day	4/3/19 – TBD	\$34.83/hr.

b. To approve the following educational program for the 2019-2020 school year:

<u>Tuition and Transportation Settlement Agreement</u>	
#229	The Reed Academy

**9. Workshop Attendance Request**

To approve the following staff workshop attendance request:

Handle with Care Behavior Management Recertification in Newton, NJ on May 30, 2019.

Gina Mulholland	Laurie Gabriel	\$450/ea.
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**10. 2019-2020 District First Aid Procedures/Physician's Standing Orders**

To approve the Roselle Park School District 2019-2020 First Aid Procedures/Physician's Standing Orders.

## **11. *NJSIAA Participation***

To approve participation in the NJSIAA for the 2019-2020 school year.

The Board of Education of the School District No. 4550 County of Union, State of New Jersey, as provided for in Chapter 172 Laws 1979 (N.J.S.A.18A:11-3 et seq.) herewith enrolls Roselle Park High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

This resolution to continue in effect until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board. Pursuant to N.J.S.A.18A:11-3 in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by the Constitution Bylaws and Rules and Regulations of the NJSIAA.

Administrative Responsibility - The Association must rely upon the voluntary compliance by its member schools in enforcing the eligibility standards set forth in Bylaws, Article V. Toward that end, the Principal in each member school has the affirmative obligation to report to the NJSIAA any violations of these standards. The fact that a school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article X of the Bylaws, including the forfeiture of games or events. However, the failure to disclose an eligibility violation may be grounds for imposing additional sanctions upon the offending school.

## **12. *Bus Evacuation Drills***

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

- a. February 6, 2019, 10:25AM, Larch St. , route RP001, supervised by J. Foy – Asst. Principal
- b. March 11, 2019, 3:30 PM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal
- c. March 12, 2019, 3:25PM, front of RPHS., route RP004, supervised by J. Foy – Asst. Principal
- d. March 13, 2019, 3:31PM, front of RPHS, route RP001, supervised by J. Foy – Asst. Principal
- e. March 28, 2019, 2:20 PM, Larch St.,, route RP002, supervised by J. Foy – Asst. Principal

**13. Approval of Minutes**

To approve the following minutes:

March 26, 2019

Ms. Powers abstains from item #13

Motion carries

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***BUSINESS***

A motion was made by Mr. Hemenway seconded by Ms. Carlstrom to approve the following agenda items 14 through 20.

**14. Approval of Bills**

To approve the following bills for the month of April 2019:

General Current Expense	\$ 129,670.13
Special Revenue Funds	\$ 23,921.89
Enterprise Fund	<u>\$ 50,460.76</u>
Total	\$ 204,052.78

**15. Approval of District Medical Service Agreement**

To approve the following agreement:

Dr. Richard Bezozo and his care station staff will provide medical services to the school district for the 2019-2020 school year from July 1, 2019 through June 30, 2020 at a cost of \$19,950.

**16. Use of Buildings and Grounds**

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

- a. Sherman School PTA – Harlem Wizards Basketball Game  
Roselle Park High School – gymnasium  
Saturday, June 8, 2019  
5:30PM – 9:00PM

*Use of Buildings and Grounds continued*

- b. Roselle Park High School Class of 2020 – Pro Wrestling Fundraiser  
Roselle Park High School – gymnasium  
Saturday, April 13, 2019  
7:00PM – 10:30PM
  
- c. Roselle Park High School GSA – Car Wash  
Roselle Park High School – outside front of HS  
Saturday, April 27, 2019  
10:00AM – 3:00PM

**17. *2019-2020 Continuing Disclosure Agent***

To approve an agreement with Phoenix Advisors to provide services for continued compliance with our secondary market disclosure requirements for a fee of \$1000.

**18. *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 March 31, 2019 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 March 31, 2019 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.



**19. Approval of Transfers**

To approve the following transfers for the month of March 2019:

TUITION TO COUNTY SPEC	11-000-100-565	\$756,834.00	\$32,872.00	\$789,706.00
SUPPLIES & MATERIALS	11-000-221-600	\$54,459.64	\$10,123.00	\$64,582.64
OTHER PURCHASED SERV	11-000-222-500	\$44,057.00	\$1,431.00	\$45,488.00
OTHER OBJECTS	11-000-262-800	\$1,000.00	\$100.00	\$1,100.00
PURCH PROF SERVICES	11-000-262-300	\$31,308.15	\$23,638.00	\$54,946.15
TUIT TO PRIV SCH HANDI	11-000-100-566	\$587,506.00	-\$32,872.00	\$554,634.00
PURCHASED PROF SERV	11-000-223-320	\$12,800.00	-\$7,054.00	\$5,746.00
OTHER PURCHASED SERV	11-000-221-500	\$4,500.00	-\$4,500.00	\$0.00
GENERAL SUPPLIES	11-000-262-610	\$78,372.26	-\$100.00	\$78,272.26
HEALTH BENEFITS	11-000-291-270	\$5,755,892.00	-\$23,638.00	\$5,732,254.00
		\$7,326,729.05	\$0.00	\$7,326,729.05

**20. Board Secretary/Treasurer Report**

To approve the board secretary/treasurer report for the period ending February 28, 2019

Motion carries

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A motion was made by Vice President Signorello seconded by Mr. Santangelo to approve the following agenda item 21.

**21. 2018-2019 Calendar Revision**

The Board, upon recommendation of the Superintendent, approves school being closed on Friday, May 24, 2019.

On roll call, motion carries

***New Business***

President Harms and Vice President Signorello both commented that the high school play wonderful and that the students were fantastic.

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***Public Participation – 7:00 PM – Agenda Items Only***  
***Each member of the public may speak a maximum of three minutes.***

Elizabeth Bain, Outreach Kwenyan Professional Health Services, LLC in New Providence spoke about their services.

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***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	

Minutes  
April 9, 2019  
Open Session

***Adjournment***

A motion was made by Mr. Hemenway second Mr. Miller to adjourn the meeting at 7:40 p.m.

Motion carries

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Respectfully submitted,

Susan Guercio  
School Business Administrator  
Board Secretary

Next scheduled board meeting: April 30, 2019 – High School Library/Media Center – 7:00PM.