

**REGULAR PUBLIC MEETING MINUTES
ROSELLE PARK BOARD OF EDUCATION
ROSELLE PARK, NJ 07204**

DECEMBER 3, 2019
6:32 PM
ROSELLE PARK HIGH SCHOOL

Notice of Meeting

This meeting, held in the Roselle Park High 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, Local Source, the Home News Tribune, the borough clerk, school offices, and the district website.

Roll Call

President Harms	Matthew Leingang
Vice President Signorello	Khamele McLeod-Cato
Susan Carlstrom	Christopher Miller
Marissa Falcon <i>arrived at 6:33</i>	
Chad Hemenway	
<i>Kimberly Powers was absent from this meeting</i>	
Pedro Garrido, Superintendent of Schools	
Michelle Calas, 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. Attorney/Client Privilege
2. Personnel Matters

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: Vice President Signorello	Time: 6:34
AYE: 8	NAY: 0	

Motion to return to public session (to be moved in public session)		
Moved: Mr. Miller	Seconded: Ms. Falcon	Time: 7:11
AYE: 8	NAY: 0	

Minutes
Open Session
December 3, 2019

Public Participation– Agenda Items Only

None

Public participation closed at 7:11PM

Committee Reports

Vice President Signorello provided an update from the Facilities Committee and expressed that the committee would be meeting again to discuss facility needs and future projects.

Mr. Leingang indicated that the scheduled Mayor/Council Liaison meeting was postponed.

Principal’s Report

Principal Costa thanked the parents and the public that came to support the Open House in mid-November. She explained that the High School opened a food pantry. She discussed other school happenings such as Homecoming week, Pep Rally, Powderpuff game. She recognized the AP Scholars, students of the month, and thanked the parents for their support.

Student Recognition

The following students will be recognized as AP Scholars:

Jason Chen	Leo Martinez
Elvis Marcelo	Rony Uribe

The following students will be recognized as students of the month for September, October & November:

<u>September:</u>	<u>October:</u>	<u>November:</u>
Pam Andrade-Maldonado	Brianna Pinchinat	Elvis Marcelo
Julia Berlinski		

Superintendent’s Report

Superintendent Garrido congratulated the students and parents on their achievements. He informed the public that the school district was selected by ETS to participate in a study to assist English Language Learners. He provided an update of the storm and all measures taken. He thanked the custodial staff for their hard work. He noted that the annual tree lighting would occur on December 6, 2019 and that the students would be performing. He discussed upcoming events such as the Senior Senior Dance and holiday concerts. He also explained that there would be a tour of the RPHS weight room after the meeting.

President Harms called for a small two (2) minute recess. Meeting continued at 7:27.

POLICY

A motion was made by Mr. Hemenway and seconded by Ms. Carlstrom to approve agenda item 1 .

The Superintendent recommends:

1. District Policy – Adoption

To approve the following:

LOCAL WELLNESS/NUTRITION revised district policy:

3542.1 LOCAL WELLNESS/NUTRITION

Vice President Signorello	yes	Mr. Leingang	yes
Ms. Carlstrom	yes	Ms. McLeod-Cato	yes
Ms. Falcon	yes	Mr. Miller	yes
Mr. Hemenway	yes	President Harms	yes

On roll call, motion carries

PERSONNEL

A motion was made by Ms. Carlstrom seconded by Ms. Falcon to approve the following agenda items 2 through 14 and addenda items 1 and 2.

The Superintendent recommends:

2. *Staff Appointments*

To extend the appointment of the following staff:

	<u>From:</u>	<u>To:</u>
Ashley Huljack	September 1, 2019-	September 1, 2019-
Robert Gordon	December 20, 2019	June 30, 2020
Maternity Leave Replacement	B1 \$57,443	B1 \$57,443

Original agenda resolution appeared on the August 20, 2019, Regular Public Meeting, resolution no. 4

3. *Staff Resignations*

To accept the following resignations:

- a. Sandra Barlett, Sherman, Paraprofessional, effective December 13, 2019

4. *Rescinding of Staff Appointment*

To approve the following rescinding of staff appointment:

Ashley Gonzalez, Robert Gordon, BD Teacher

5. *Change of Assignments*

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

	<u>From:</u>	<u>To:</u>
a. Jennifer Klein	Aldene Paraprofessional 5.5/hrs/day \$16.19/hr. 20-250-100-106-10	Aldene Paraprofessional 6/hrs/day \$16.19/hr. 20-250-100-106-10 (eff. December 2, 2019)

10. Salary Adjustment

To approve a one-time \$300 increase in salary for obtaining a boiler license for custodian, Jose Acevedo, as per RPEA contract.

11. Maternity Leave of Absence Extension

To approve the following maternity leave of absence extension request:

Laurie Gabriel Behaviorist	From: 9/1/2019 to 12/16/2019	To: 9/1/2019 to 3/2/2020
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12. Maternity Leave of Absence Request (Sabrina Casale, Aldene, Special Ed Teacher)

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Sabrina Casale commencing on March 2, 2020 and extending through March 24, 2020. Sabrina Casale will use accumulated sick leave days from March 2, 2020 through March 13, 2020 in order to receive salary and shall not receive salary from March 14, 2020 to March 24, 2020. During this pre-birth disability leave, she will to continue to receive health benefits. 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 Sabrina Casale following the birth of her child commencing March 25, 2020 until May 5, 2020. Sabrina Casale shall not receive salary during this period of time, but will continue to receive health benefits. 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 Sabrina Casale commencing May 6, 2020 and extending through June 30, 2020. 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 as if the first staff reporting day of the 2020-2021 school year.

13. Mentoring

To approve the following staff members for the completion of Mentoring Novice Teachers from the 2019-2020 school year:

<u>Name</u>	<u>Novice Teacher</u>	<u>Amount</u>
Katie Chierico	Stacey Bonavitacola	\$293.33
Amber Ingenito	Thomas Galuppo	\$330.00
Christy Longo	Ashley Huljack	\$550.00
Megan Ripka	Melissa Szoc-Cruz	\$550.00

14. Additional Lunch Proctor Personnel

To approve the following lunchroom proctors for the 2019-2020 school year:
Three proctors per day per school at a rate of \$25.00/day

Robert Gordon
Isabel Guerino (sub)

Account number: 11-000-262-110-00

Original agenda resolution appeared on the September 17, 2019 Regular Public Meeting, resolution no. 12

Vice President Signorello	yes	Mr. Leingang	yes
Ms. Carlstrom	yes	Ms. McLeod-Cato	yes
Ms. Falcon	yes	Mr. Miller	yes
Mr. Hemenway	yes	President Harms	yes

On roll call, motion carries

EDUCATION

A motion was made by Vice President Signorello seconded by Mr. Hemenway to approve the following agenda item numbered 15 through 20.

15. Education Program

To approve the following education program(s) for the 2019-2020 school year:

<u>Termination of Tuition 2019-2020 School Year</u>		
#58	East Mountain	(eff. 11/15/2019)
<u>Tuition Student (incoming)</u>		
#61	Hillside	\$32,913
<u>Tuition (Incoming)</u>		
#62	Parent Paid	\$15,924.00
<u>Termination of Incoming Tuition</u>		
#63	Kenilworth	(eff. 12/2/2019)

16. Educational Trip Requests

To approve the following district educational trip requests:

- a. William Holloran School 22, Elizabeth December 3, 2019 Grade 3, T & G
Students will attend the Union County G & T Association Convocation

17. Overnight Educational Trip Request

To approve the following district overnight educational trip request:

- a. NJSIAA Wrestling Tournament Atlantic City March 4-7, 2020
- b. Beast of the East Wrestling Tournament Delaware December 21-22, 2019

18. Harassment/ Intimidation/Bullying Incidents

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

#19008, #19009

19. Workshop Attendance Request

To approve the following staff workshop attendance request:

Attendees	Conference	Date
Alison Kanarek	MUJC Writing Effective HIB Reports New Providence	December 10, 2019

Cost not to exceed: \$279.00
Account Number: 11-000-223-500-02

Attendees	Conference	Dates
Mary Lordi	101 Most Powerful Strategies to Enhance Social Studies Instruction Grades 6-12 Mt. Laurel	January 9, 2020

Cost not to exceed: \$279.00
Account Number: 11-000-223-500-03

20. Winter Sports Schedules

To approve the Roselle Park Athletic winter sports schedules for the 2019-2020 school year
(copy on file in Board Office and at www.rpsd.org)

Vice President Signorello	yes	Mr. Leingang	yes
Ms. Carlstrom	yes	Ms. McLeod-Cato	yes
Ms. Falcon	yes	Mr. Miller	yes
Mr. Hemenway	yes	President Harms	yes

On roll call, motion carries

BUSINESS

A motion was made by Vice President Signorello seconded by Ms. Falcon to approve the following agenda items 21 through 28.

21. *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 October 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 October 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.

22. *Approval of Bills*

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

General Current Expense	\$703,992.59
Capital Outlay	\$ 333.70
Special Revenue Funds	\$ 56,628.19
Enterprise Fund	\$ <u>23,249.23</u>
Total	\$784,203.71

23. *Approval of Transfers*

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

11-000-291-280-71	\$0.00	\$1,500.00	\$1,500.00
11-190-100-610-06	\$38,340.11	-\$1,500.00	\$36,840.11
20-250-100-566-10	\$169,392.00	\$53,435.00	\$222,827.00
20-250-100-600-10	\$13,000.00	-\$3,332.00	\$9,668.00
20-250-100-106-10	\$235,000.00	-\$50,103.00	\$184,897.00
20-240-100-600-11	\$489.25	\$69.35	\$558.60
20-240-200-320-11	\$500.00	-\$69.35	\$430.65
11-000-270-518-10	\$297,298.39	\$62,240.00	\$359,538.39
11-000-100-565-10	\$731,557.96	-\$62,240.00	\$669,317.96
11-000-266-300-02	\$5,000.00	\$3,500.00	\$8,500.00
11-000-262-620-82	\$60,785.10	-\$3,500.00	\$57,285.10

24. *Use of Buildings and Grounds*

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

- a. Work Family Connection – Meeting
Roselle Park Middle School – media center
Monday, November 25, 2019
6:00PM – 7:00PM
- b. Aldene PTO – Gingerbread House Decorating
Aldene School - auditorium, gym, teachers cafeteria
Friday, December 13, 2019
6:00PM – 9:00PM
- c. Roselle Park Soccer Club – Conditioning & Tactical Training
Robert Gordon School – gymnasium
Monday – Friday, December 2, 2019 – April 3, 2020
5:30PM – 9:30PM
- d. Roselle Park Soccer Club – Top Soccer Special Needs Soccer Program
Aldene School – gymnasium
Saturdays, December 7, 14, 21, 2019, January 4, 2020
8:30AM – 10:30AM
- e. Roselle Park Soccer Club – Top Soccer Special Needs Soccer Program, Winter Training
Aldene School – gymnasium
Saturdays, January 11, 18, 25, February 1, 8, 15, 22, 29, 2020
8:30AM – 6:30PM

- f. Roselle Park Summer Camp – Open House
Roselle Park High School – students cafeteria, sound equipment, projector & screen
Tuesday, February 25, 2020
5:30PM – 9:30PM

- g. Sherman School PTA – Pictures with Santa
Sherman School – stage, gymnasium
Friday, December 13, 2019
6:00PM – 8:00PM

- h. Roselle Park Middle School PTA – Holiday Shop
Roselle Park Middle School – computer room
Wednesday, Thursday, December 18, 19, 2019
7:50AM – 3:00PM

25. *Secretary/Treasurer Report*

To approve the secretary/treasurer report for the period ending October 30, 2019.

26. *Approval of Minutes*

To approve the following minutes:

November 19, 2019

27. *Settlement Agreement*

The Board, upon recommendation of the Superintendent, approves the Decision Approving Settlement between the Board and parents of student #64.

28. *Stale Check Cancellation*

To cancel the following stale checks in the Roselle Park Board of Education Payroll Account:

6/22/2018	#219890	\$ 275.00
6/25/2018	#219897	\$ 102.00
7/3/2018	#219971	\$ 298.14
2/19/2016	#214715	\$1350.04
3/29/2019	#160050	\$ 43.62
4/20/2018	#219475	<u>\$ 35.00</u>
		\$2103.80

Minutes
Open Session
December 3, 2019

Vice President Signorello	yes	Mr. Leingang	yes
Ms. Carlstrom	yes	Ms. McLeod-Cato	yes
Ms. Falcon	yes	Mr. Miller	yes
Mr. Hemenway	yes	President Harms	yes

On roll call, motion carries

Continuing Business

Vice President Signorello thanked those in attendance at the Bonfire. He expressed his content with the annual Bonfire.

New Business

President Harms called for a motion to move the reorganization meeting from January 7, 2020 to January 8, 2020.

Motion was moved by Vice President Signorello and seconded by Mr. Leingang.

Roll call:

Vice President Signorello	yes	Mr. Leingang	yes
Ms. Carlstrom	yes	Ms. McLeod-Cato	yes
Ms. Falcon	yes	Mr. Miller	yes
Mr. Hemenway	yes	President Harms	yes

On roll call, motion carries.

Public Participation

None

Public Participation closed at 7:35 PM.

Adjournment

A motion was made by Mr. Hemenway seconded by Mr. Leingang to adjourn the meeting at 7:35 p.m.

Motion carries.

Next scheduled board meeting: Tuesday, January 7, 2020 in the Middle School auditorium at 7 PM.

ADDENDA

PERSONNEL

The Superintendent recommends:

1. *Maternity Leave of Absence Extension*

To approve the following maternity leave of absence extension request:

Elizabeth O'Loughlin
Middle School
T & G Teacher

From:
9/16/19 to 12/20/19

To:
9/16/19 to 5/1/20

2. *District Substitute*

To approve the additional substitute:

PARAPROFESSIONAL

David O'Connor

Respectfully submitted,

Michelle Calas
School Business Administrator
Board Secretary