TO:        Members of the Board of Education
FROM:    Pedro Garrido, Superintendent
SUBJECT: AGENDA FOR REORGANIZATION/PUBLIC MEETING – January 5, 2016

Notice of Meeting
This meeting 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, the LocalSource, the Home News Tribune, the borough clerk, school offices, and district website.

The meeting was called to order at 6:31PM

Roll Call
Alexander Balaban (arrived at 6:36) Christopher Miller
Rodric Bowman Scott Nelson
Troy Gerten Jeofrey Vita
Loren Harms
Scott Bruckenste & James Damm were absent from this meeting
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 – Personnel/Student Matter – discussion of confidential student matter/personnel  

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. Harms Seconded: Mr. Miller Time: 6:32PM
AYE: 6 NAY: 0

Motion to return to public session (to be moved in public session)
Moved: Mr. Harms Seconded: Mr. Balaban Time: 7:00PM
AYE: 7 NAY: 0
Results of School Board Elections

Ms. Guercio presided over the meeting as the Board Secretary and announced the results of the November 2015 School Board election.

Kevin Cancino 660
Troy Gerten 669
Sundjata Sekou 627

Administration of Oath to Newly Elected Board Members

Ms. Guercio administered the Board Member oath to the three newly elected Board members: Kevin Cancino, Troy Gerten, and Sundjata Sekou. All three board members were elected to three (3) year terms.

Roll Call of Newly Elected Board

Alexander Balaban Christopher Miller
Rodric Bowman Scott Nelson
Kevin Cancino Sundjata Sekou
Troy Gerten Jeofrey Vita
Loren Harms

Ms. Guercio called the roll call of newly elected Board members at 7:05PM

ELECTION OF OFFICERS

Ms. Guercio asked for nominations for the position of Board of Education President.

1. Board President

   a. To appoint Loren Harms as President of the Roselle Park Board of Education.

      Moved: Mr. Balaban Seconded:

      Mr. Harms declined the nomination and the motion did not receive a second.

   b. To appoint Christopher Miller as President of the Roselle Park Board of Education.

      Moved: Mr. Harms Seconded: Mr. Balaban

      AYE: 9 NYE: 0

Following Mr. Miller’s appointment as President, Mr. Miller presided over the remainder of the meeting. Mr. Miller thanked the members of the Board for their support in electing him as Board President, welcomed the newly elected Board Members.
2. Vice President

To appoint Loren Harms as Vice President of the Roselle Park Board of Education

Moved: Mr. Balaban
Seconded: Mr. Nelson
AYE: 9
NYE: 0

Public Participation – Reorganization Agenda Items Only (#3 - #19)

Jacob Magiera, Sheridan Ave., questioned agenda items #3H & #5. Superintendent Garrido and Board Attorney responded.

Saul Qersdyn, resident, questioned agenda items #3, #4, #7 & #12. Board Secretary Guercio responded.

Mr. Balaban questioned agenda items #5, #6, #13 & #18. Superintendent Garrido & Board Secretary Guercio responded.

Mr. Gerten questioned agenda item #14. President Miller responded.

REORGANIZATION

A motion was made by Vice President Harms and seconded by Mr. Bowman to approve the following agenda items 3 through 19.

3. Appointments

To appoint the following staff:

A. Attendance Officer, Sarah Costa
B. Issuing Officer, Sarah Costa
C. Employee Insurance Broker, Brown and Brown Benefit Advisors, Inc.
D. Property, Casualty, Liability Insurance Broker, Judy Davies
E. School Physicians: Richard Bezozo
F. Treasurer of School Monies, Gregory Mayers
G. Affirmative Action Officer, Paula Siciliano
H. Section #504/ADA Compliance Officer, Susan Carlstrom
I. Superintendent, Pedro Garrido (6/30/16)
J. School Business Administrator/Board Secretary, Susan Guercio (6/30/16)
K. Investment/Purchasing Officer, Susan Guercio
L. Substance Awareness Coordinator, Angela Longo
M. Asbestos/Health and Safety/Air Quality/AHERA Officer, Assunta Padavano
N. Integrated Pest Management Coordinator, Assunta Padavano
O. Right to Know, Chemical Hygiene, Officer, Assunta Padavano
P. Custodian of Records, Susan Guercio
Q. Anti-bullying Coordinator, Ellen Bachert
R. Missing/Homeless Children Liaison, Christine Muench
4. **District Policies**

   To approve the adoption of the Roselle Park Board of Education Policies, Code of Ethics, By-Laws and Rules and Regulations currently in effect.  
   (copy on file in board office and online @ www.rpsd.org)

5. **Appointment of Board Attorney**

   WHEREAS, there exists from time to time a need for legal services for the Board of Education, and  
   WHEREAS, funds are available for this purpose, and  
   WHEREAS, the Public School Contracts Law (N.J.S.A. 18A:18A-5) provides for the award of contracts for this type of professional service without competitive bidding, and  
   WHEREAS, Anthony P. Sciarrillo of the firm Sciarrillo Cornell, Merlino, McKeever & Osborne, LLC., Westfield, NJ is well qualified and capable of providing these services,  
   NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Roselle Park, that Anthony P. Sciarrillo of the firm Sciarrillo Cornell, Merlino, McKeever & Osborne, LLC., Westfield, NJ is hereby appointed Board attorney (1/1/16 – 6/30/16). All legal fees will be billed at $160 per hour. (no change in fee since 2010-2011)

6. **Appointment of Auditor**

   WHEREAS, there exists a need for an annual audit of school accounts, and  
   WHEREAS, the firm of Robert A. Hulsart & Company, Wall, NJ is licensed as Public School Accountants and is fully capable of providing this service, and  
   WHEREAS, Robert A. Hulsart & Company satisfactorily conducted the school audit in 2015, and will be performing the school audit for the 2015-2016 school year, and  
   WHEREAS, the Public School Contracts Law (N.J.S.A. 18A:18A-5) provides for the award of contracts for this type of professional service without competitive bidding, and  
   WHEREAS, funds are available for this purpose,  
   NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Roselle Park, NJ as follows:  
   1. The firm of Robert A. Hulsart & Company, Wall, NJ is hereby appointed auditors for the accounts of the Board of Education (1/1/16 – 12/30/16) at a fee of $18,500. (no change in fee since 2005-2006)  
   2. This contract is awarded without competitive bidding as a professional service under the provisions of the Public School Contracts law.
7. **Appointment of Architect**

WHEREAS, there exists a need for the services of an architect, and

WHEREAS, the Musial Group, P.A., Mountainside, NJ is a licensed architectural firm that has previously performed architectural services for the school district, including, but not limited to, design work for the district’s capital projects,

WHEREAS, the Board of Education desires that the services of the Musial Group, P.A. continue, and

WHEREAS, the Board, assisted by its attorney, and the Musial Group, P.A. have reached mutually agreeable contract terms for these services, now therefore be it

RESOLVED, that the Board of Education of the Borough of Roselle Park approves the appointment of the Musial Group, P.A., Mountainside, NJ as district architect,

BE IT FURTHER RESOLVED, that this contract is awarded without competitive bidding as a professional service under the provisions of the Public School Contracts law (NJSA 18A:18A-5).

8. **Annual Meeting Dates**

To establish monthly meeting dates for the period January 2016 through December 2016. Closed meetings shall start at *6:00 P.M. and will be held as noted below. The public session of the meeting will start at 7:00 P.M*. It may be necessary for the Board of Education to hold a closed session following each meeting to discuss a personnel matter or other exception to the sunshine law. Action may be taken in any open session.

(subject to change) (*unless otherwise noted)

<table>
<thead>
<tr>
<th>Middle School</th>
<th>January 5</th>
<th>January 19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aldene</td>
<td>February 2</td>
<td>February 23</td>
</tr>
<tr>
<td>Sherman</td>
<td>March 8</td>
<td>March 22</td>
</tr>
<tr>
<td>Robert Gordon</td>
<td>April 5</td>
<td>April 26</td>
</tr>
<tr>
<td>Middle School</td>
<td>May 10</td>
<td>May 24</td>
</tr>
<tr>
<td>RPHS</td>
<td>June 14</td>
<td>*June 28</td>
</tr>
<tr>
<td>RPHS</td>
<td>July</td>
<td>July 26</td>
</tr>
<tr>
<td>RPMS</td>
<td>August 9</td>
<td>August 23</td>
</tr>
<tr>
<td>RPHS</td>
<td>September 6</td>
<td>September 20</td>
</tr>
<tr>
<td>Aldene</td>
<td>October 4</td>
<td>October 18</td>
</tr>
<tr>
<td>Sherman</td>
<td>November 1</td>
<td>November 15</td>
</tr>
<tr>
<td>Robert Gordon</td>
<td>December 6</td>
<td>December 20</td>
</tr>
</tbody>
</table>

(closed session/no action/ location TBA)

5
9. **Organizational Chart**

To approve the Roselle Park School District Organizational Chart.  
(copy on file in board office)

10. **Official District Newspapers**

To establish the Star Ledger, the Home News Tribune, and the LocalSource as the Board’s official newspapers.

11. **Authorization to Advertise for Bids, Solicit Quotations or Purchase by State Contract**

To authorize the Secretary/Business Administrator to advertise for bids, solicit quotations, purchase by State Contract or recommend for contract renewal the following items/services:

<table>
<thead>
<tr>
<th>Item</th>
<th>Elem/Middle/Academy</th>
<th>High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air conditioners</td>
<td>Custodial uniforms</td>
<td>Office paper</td>
</tr>
<tr>
<td>Alarm system service/installation</td>
<td>Electrical supplies</td>
<td>Paint</td>
</tr>
<tr>
<td>Athletic supplies and equipment</td>
<td>Electrical work</td>
<td>Periodical subscriptions</td>
</tr>
<tr>
<td>Auditorium seating</td>
<td>Floor repair/floor tile installation</td>
<td>Photocopiers</td>
</tr>
<tr>
<td>Boiler repair</td>
<td>Grounds supplies/equipment</td>
<td>Ventilating equipment</td>
</tr>
<tr>
<td>Boiler water treatment</td>
<td>Gym/classroom floor restoration</td>
<td>Replacement doors/hardware</td>
</tr>
<tr>
<td>Building materials</td>
<td>Hand and power tools</td>
<td>Roofing work</td>
</tr>
<tr>
<td>Calculators</td>
<td>Heating plant modifications</td>
<td>School furniture</td>
</tr>
<tr>
<td>Chalkboards/bulletin boards</td>
<td>Industrial arts supplies/equipment</td>
<td>School health supplies</td>
</tr>
<tr>
<td>Commercial printing</td>
<td>Internet service provider</td>
<td>School supplies</td>
</tr>
<tr>
<td>Computers and accessories</td>
<td>Janitorial supplies</td>
<td>Science supplies/equipment</td>
</tr>
<tr>
<td>Computer hardware maintenance</td>
<td>Locker refinishing</td>
<td>Sidewalk and paving work</td>
</tr>
<tr>
<td>Computer networking</td>
<td>HVAC controls</td>
<td>Solid waste disposal</td>
</tr>
<tr>
<td>Carpeting</td>
<td>Audio visual equipment</td>
<td></td>
</tr>
<tr>
<td>Communications equipment</td>
<td>Stage drapery</td>
<td></td>
</tr>
</tbody>
</table>

12. **Use of Facilities Fees**

To approve the following use of facility fees:  (same since 2010-2011)

<table>
<thead>
<tr>
<th>Facility</th>
<th>Elem/Middle/Academy</th>
<th>High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditorium &amp; Stage</td>
<td>$75</td>
<td>$95</td>
</tr>
<tr>
<td>Gymnasium</td>
<td>$75</td>
<td>$95</td>
</tr>
<tr>
<td>Special Rooms</td>
<td>$30</td>
<td>$35</td>
</tr>
<tr>
<td>Kitchen</td>
<td>$50 *</td>
<td>$75 *</td>
</tr>
<tr>
<td>Classrooms</td>
<td>$25</td>
<td>$25</td>
</tr>
<tr>
<td>Cafeteria</td>
<td>$50</td>
<td>$75</td>
</tr>
<tr>
<td>Custodial Over-Time**</td>
<td>Rate per hour – all building levels</td>
<td></td>
</tr>
<tr>
<td>Saturday</td>
<td>$45</td>
<td></td>
</tr>
<tr>
<td>Sunday</td>
<td>$60*</td>
<td></td>
</tr>
</tbody>
</table>

Must have food service company representative on duty.  
** Custodial fees to be charged a minimum of ½ hour before and ½ hour after event subject to set-up and clean-up times.
13. **Financial Investments/Board Operations**

To approve the following:

A. Establish the following depositories and authorize the School Business Administrator/Board Secretary to invest idle funds in legal securities. The details of all investments shall be communicated to the Treasurer of School Monies forthwith and authorize the President, Treasurer and Secretary to transfer funds from Savings Accounts to Checking Accounts:

- Wells Fargo Bank, Roselle Park
- Bank of America, Roselle
- TD Bank, NA
- State of NJ/Cash Management Fund (Bankers Trust)
- Municipal Bond Insurers Assurance (MBIA)

B. Approval of the following district financial accounts:

<table>
<thead>
<tr>
<th>Bank</th>
<th>Account Name</th>
<th>#of Signatures</th>
<th>Signatory Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>TD Bank, NA</td>
<td>Retirement Account</td>
<td>1</td>
<td>Board Secretary or Superintendent</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>Summer Camp</td>
<td>2</td>
<td>Director, Assistant to Director or SBA</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>Warrant</td>
<td>3</td>
<td>Either Board President or Vice President Bd Secretary/Treasurer School Monies</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>Payroll Agency</td>
<td>1</td>
<td>Superintendent of Schools or SBA</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>Payroll</td>
<td>2</td>
<td>Treasurer School Monies &amp; SBA</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>Special Agency</td>
<td>1</td>
<td>Board Secretary or Superintendent</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>Capital Reserve</td>
<td>2</td>
<td>Board Secretary &amp; Superintendent</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>Student Activities Funds Elem/MS</td>
<td>2</td>
<td>Principal &amp; Secretary</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>HS General Association</td>
<td>2</td>
<td>Either Principal or Assistant Principal HS Bookkeeper</td>
</tr>
<tr>
<td>Wells Fargo Bank</td>
<td>Norman Howard Scholarship</td>
<td>2</td>
<td>Principal &amp; MS Secretary</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>Unemployment Trust</td>
<td>1</td>
<td>Board Secretary or Superintendent</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>RPBOE Scholarship</td>
<td>1</td>
<td>Board Secretary or Superintendent</td>
</tr>
<tr>
<td>TD Bank, NA</td>
<td>HS Faculty</td>
<td>2</td>
<td>Bookkeeper &amp; Secretary</td>
</tr>
<tr>
<td>Bank of America</td>
<td>RP Vito Scarpelli Service Award</td>
<td>2</td>
<td>Principal &amp; MS Secretary</td>
</tr>
</tbody>
</table>

C. Establishment of imprest petty cash accounts in the following amounts (effective 7/1/11):

<table>
<thead>
<tr>
<th></th>
<th>Central Office</th>
<th>$150.</th>
<th>Aldene School</th>
<th>$50.</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
<td>125. Sherman School</td>
<td>50.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Middle School</td>
<td>50.  Robert Gordon</td>
<td>50.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Services</td>
<td>50.  Curriculum Office</td>
<td>50.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roselle Park Academy</td>
<td>50.  Early Childhood Center</td>
<td>50.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Funds are to be used for emergencies and small purchases only and not to subvert the intent of the regular purchasing procedures or for routine expenditures. No single expenditure shall exceed $25.00.

The principal of each school is responsible for proper disposition and accounting for funds in his/her charge; and the Board Secretary shall be responsible for the central office account.

All disbursements from petty cash shall be reported at the next regular monthly meeting of the Board. All petty cash funds shall be established by Board approved voucher and all unused money is to be returned to the depository at the close of each fiscal year.
14. **Board Committees**

To approve the following committees (President to select members in January):

- **Facilities (includes)**: School Board Operations (includes)
  - Buildings & Grounds: Policies
  - Renovations: Legislation
  - Use of Facilities: NJSBA

**Curriculum**

- **Finance**: Technology (includes)
  - Budget: Computers
  - Personnel (includes): Networking
  - Contract Negotiations: RPTV

**Substitute Salaries**

To approve the following substitute/home instruction salaries for the 2015-2016 school year:

- **Substitutes**
  - Secretaries: $75.00/day
  - Paraprofessionals: $11.50/hr.
  - Aides: $10.50/hr.
  - Lunch Aides: $9.00/hr.
  - Maintenance Workers: $17.00/hr.
  - Custodians: $13.00/hr.

- **Teachers**
  - Substitute Certified: $95.00/day
  - NJ Teacher Certified: $100.00/day
  - Nurse (NJ school nurse certified only): $150.00/day
  - Home Instruction: $34.83/hr.
16. **Standard Field Trips**

To approve the following district field trips:

7 President's Park
Acme, Kenilworth
Applebees, Union
Assumption Church, Roselle Park
Burger King, Roselle Park
Casano Center, Roselle Park
Cheesquake Farms, Old Bridge
Chesnut Hardware, Roselle Park
Chesnut Hill Supermarket, Roselle Park
Chevy's Restaurant, Linden
Chiego Center, Roselle Park
College of NJ, Ewing
Community Food Bank, Hillside
Cornell Hall Nursing Home, Union
Crayola Factory, Easton, PA
Deals, Roselle Park
Dunkin Donuts, Roselle Park
EJF - Aldene School
Family Dollar, Roselle Park
Farmer’s Market, Roselle Park
Five Below, Springfield
Froehlich Saftey Center, Westfield
Green Meadows Farm, Hazlet, NJ
Holmdel Park & Activity Center
Jenkinson's Aquarium, Point Pleasant
Jersey Gardens Mall, Elizabeth
Johnsonburg Camp Conv Center, Johnsonburg
JP Morgan Library & Museum, NYC
Kean University, Union
Kent Place School, Summit
Kidz Village, Kenilworth
Liberty Science Center
Martin Guitar Factory, Nazareth, PA
Mc Donald’s, Roselle Park
Metropolitan Museum
National Museum of Natural History, NY
New Jersey State Museum, Trenton
Newark Museum
Nomahegan Park, Cranford
NYC Financial District
Panera Bread, Springfield
Pizza Hut, Berkeley Heights
Pump It Up, Roselle Park
Rita Pharmacy, Roselle Park
Robert Gordon Elementary School
Roselle Park High School
Roselle Park Historical Society
Roselle Park Library
Roselle Park Middle School
Roselle Park Post Office
Sandy Hook State Park
Shakespeare Theater of NJ, Madison
Sherman Elementary School
Six Flags Great Adventure, Jackson
Somerset Patriot Baseball
South Brunswick High School
St John's University, Staten Island
Sterling Mines
Suburban Golf Club, Union
Sun Tavern, Roselle Park
Sunrise Diner, Roselle Park
Terence Reilly School #7, Elizabeth
Trailside Museum, Mountainside
Turtle Back Zoo, West Orange
UC Magnet School, Scotch Plains
Union County College, Cranford
Union County Courthouse, Elizabeth
Utopia Salon, Westfield
Valentino’s, Roselle Park
Vocational School, Scotch Plains
Warinanco Park, Roselle
Washington Cross. State Park, Titusville
Watchung Reservation, Mountainside
Waterloo Village, Stanhope, NJ
Williams Nursery, Westfield
17. **Travel and Related Expense Reimbursement**

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:23B-1.1 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:23B-1.1 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:23B-1.1 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:23B-1.2(b), to a maximum expenditure of $25,000 for all staff and board members. (same since 2011-2012)

18. **Interdistrict Public School Choice**

To approve the following conditions in its Interdistrict Public School Choice policy Pursuant to N.J.A.C. 6:12-3.3(b)(1): A maximum of 2% per grade level per year subject to a total maximum of 7% of the total number of students enrolled in the district.

19. **Continuing Disclosure Agent**

To approve Phoenix Advisors, LLC as the district Continuing Disclosure Agent (1/1/16-12/30/16) at an annual fee of $850

Motion aye
Public Participation – Agenda Items Only (#20 - #40)

Saul Qersdyn, resident, questioned agenda item #21. Superintendent Garrido responded.

Jacob Magiera, resident, questioned agenda items #28 & #39. Board Secretary Guercio responded.

Superintendent’s Report

Superintendent Garrido congratulated the new board members. He announces that the PARCC scores will be reported at the next board meeting. Also, he reported on the improved ranking of our schools. Roselle Park High School received an A- in comparison to a previous B+ coming in at 114 out of 600 school districts. Mr. Garrido spoke of his continued efforts to communicate with parents. The Superintendent reported on ESSA, the new law which replaces No Child Left Behind.

Mr. Balaban questioned agenda item #31. Superintendent Garrido responded.

Mr. Sekou questioned agenda item #33. Superintendent Garrido reported that parents are welcomed to call any building specialist with questions.

Mr. Gerten questioned agenda item #37. Board Secretary Guercio responded.

Mr. Balaban questioned if DMV will help verify student registration and address. Superintendent Garrido responded.

Mr. Bowman thanked the staff for fixing the ventilation in the wrestling room so quickly.

Consent Agenda Motion – Personnel

A motion was made by Mr. Gerten seconded by Mr. Balaban to approve the following agenda items 20 through 30.

20. District Substitutes

Approval of additions to the district wide substitute list. (as recommended by the Superintendent) NJ Certified Teachers-$100/day, Sub Certified-$95/day, Paraprofessional-$11.50/hr.

<table>
<thead>
<tr>
<th>TEACHER</th>
<th>Address</th>
<th>School</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Danielle Burrita</td>
<td>355 Maplewood Ave., Kenilworth</td>
<td>Kean ’98</td>
<td>Art &amp; K-12</td>
</tr>
<tr>
<td>Kalima Billups</td>
<td>1130 Warren St., Roselle</td>
<td>Rider ’11</td>
<td>PK-HS</td>
</tr>
<tr>
<td>Kerri Cartnick</td>
<td>210 Columbia Ave., Cranford</td>
<td>Mt. St. Mary ’92</td>
<td>Nurse</td>
</tr>
<tr>
<td>Elizabeth Kennedy</td>
<td>516 Spruce St., RP</td>
<td>Kean</td>
<td>PK-Grade 8</td>
</tr>
<tr>
<td>Kimberly Lopes</td>
<td>15 Franklin Ave, Cranford</td>
<td>attending Kean</td>
<td>Elementary</td>
</tr>
</tbody>
</table>
21. **Staff Resignations**

To accept the following staff resignation: (as recommended by the Superintendent)

b. Warren Vanderzee, Middle School, Day Custodian effective December 19, 2015
c. Melissa Felicio, Speech Therapist, effective February 18, 2016
d. Alison Cogswell, High School, Jazz Band Director, effective December 24, 2015
e. Alison Cogswell, High School, Musical Orchestra Director, effective December 24, 2015

22. **Staff Transfers 2015-2016**

Approval of the following staff transfers for the 2015-2016 school year:
(as recommended by the Superintendent) (as per RPEA contract)

<table>
<thead>
<tr>
<th>From:</th>
<th>To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Willian DeNike</td>
<td>High School</td>
</tr>
<tr>
<td></td>
<td>Night Custodian</td>
</tr>
<tr>
<td></td>
<td>Middle School</td>
</tr>
<tr>
<td>(effective 1/11-6/30/16)</td>
<td>Day Custodian</td>
</tr>
</tbody>
</table>

23. **Staff Appointment**

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

a. Veronica Rocha, Aldene, Paraprofessional, effective December 14, 2015 through
June 30, 2016 at 5.5 hrs./day, 5 days/week for $14.52/hr. (repl. A. Badillo)
b. Luis Caro, High School, Night Custodian, $37,169, effective January 11, 2016 through
June 30, 2016 (repl. W. DeNike)
c. Laura Mejia, ECC, Paraprofessional, effective January 4, 2016 through June 30, 2016 at
5.5 hrs./day, 5 days/week for $14.52/hr. + $1/toileting (repl. M. Savino)
24. **ASYC Substitute Counselor**

To approve the following Anthony Signorella Youth Center substitute counselor for the 2015-2016 school year: Gabby Falco at $10/hr.

25. **Maternity Leave of Absence Request (Jennifer Ferry MS Special Education)**

   **RESOLVED,** that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Jennifer Ferry commencing on March 14, 2016 and extending through March 30, 2016. Jennifer Ferry will use accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary and health benefits from March 14, 2016 through March 30, 2016. 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 Jennifer Ferry for one month, following the birth of her child. Jennifer Ferry will use 8 accumulated sick leave days during this post-birth disability period to continue to receive salary during a portion of this leave period. The employee shall continue to receive health benefits from April 1, 2016 through April 30, 2016. 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 Jennifer Ferry commencing May 1, 2016 and extending through June 14, 2016. 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 June 15, 2016.

26. **Maternity Leave of Absence Extension (Christine Sas. Aldene Counselor)**

   **RESOLVED,** that the Board, upon recommendation of the Superintendent, approves the contractual child care leave of absence of Christine Sas pursuant to the Collective Bargaining agreement between the Board and Roselle Park Education Association commencing December 14, 2015 and extending through January 10, 2016. The employee shall return to the District as of January 11, 2016. The employee shall not receive salary during this contractual leave period. The employee shall receive health benefits during this contractual leave period as provided by the existing Collective Bargaining Agreement between the Board and the Roselle Park Education Association.
27. **Change of Assignment**

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

<table>
<thead>
<tr>
<th>From:</th>
<th>To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nancy Arvizzigno</td>
<td>Mat. Leave Replacement Mat. Leave Replacement</td>
</tr>
<tr>
<td>M1 $58,551</td>
<td>(repl. C. Sas)</td>
</tr>
</tbody>
</table>

28. **Additional High School Athletic Proctors**

To approve the following additional athletic proctor at $45/event:

Michael Estrada

29. **Middle School Extra-Curricular Assignments**

To approve the following 2015-2016 extra-curricular assignments: (as recommended by the Superintendent)

- **MS Athletic Proctors - $40/event**
  - Patty Mawer
  - Dan Kessler
  - Daiana Permison
  - Lisa Robinson

- **MS Activity Chaperones - $32.26/hr.**
  - Robert Watson
  - Kristen Battaglia
  - Luciano Riggi
  - Maria Vieira
  - Shaun Lacey
  - Daiana Permison

30. **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 Patricia Petruzzelli, Aldene paraprofessional. (to include administrators, custodian/maintenance and full time non-unit personnel)

On roll call, motion carries
A motion was made by Vice President Harms seconded by Mr. Bowman to approve the following agenda item numbered 31 through 33.

31. **Education Program**

To approve the following education program(s) for the 2015-2016 school year:

<table>
<thead>
<tr>
<th>Program</th>
<th>Hours/Week</th>
<th>Dates</th>
<th>Rate/HR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Instruction</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#70</td>
<td>2hrs./wk/per subj</td>
<td>12/3/15 – 12/17/15</td>
<td>$34.83/hr.</td>
</tr>
<tr>
<td>#71</td>
<td>2hrs./wk/per subj</td>
<td>12/1/15 – TBD</td>
<td>$34.83/hr.</td>
</tr>
<tr>
<td>#72</td>
<td>2hrs./wk/per subj</td>
<td>12/1/15 – TBD</td>
<td>$34.83/hr.</td>
</tr>
<tr>
<td>#79</td>
<td>1hr./wk/per subj</td>
<td>12/10/15 – TBD</td>
<td>$34.83/hr.</td>
</tr>
<tr>
<td>Bedside Instruction</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#73</td>
<td>5hrs./wk</td>
<td>12/2/15 – approx.. 28/days</td>
<td>$62/hr.</td>
</tr>
<tr>
<td>Fit To Return</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#74</td>
<td>The Family Resource Center</td>
<td></td>
<td>$150</td>
</tr>
<tr>
<td>Tuition and Transportation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#75</td>
<td>Lamberts Mill Academy</td>
<td></td>
<td>$51,100 (1 way) (prorated)</td>
</tr>
<tr>
<td>Termination of Contract</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#76</td>
<td>Cornerstone Day School</td>
<td></td>
<td>$68,607 (+trans.) (prorated)</td>
</tr>
<tr>
<td>#77</td>
<td>Maxim Healthcare Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>#78</td>
<td>First Children</td>
<td></td>
<td>$63,640 (+trans.) (prorated)</td>
</tr>
<tr>
<td>Psychiatric Evaluation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#80</td>
<td>The Family Resource Center</td>
<td></td>
<td>$450</td>
</tr>
<tr>
<td>Bilingual Child Study Team</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Psychological &amp; Educational Evaluations</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#81</td>
<td>Silva Martins-Neno-Psychological</td>
<td></td>
<td>$450</td>
</tr>
<tr>
<td>#82</td>
<td>Maria Alvarez-Educational</td>
<td></td>
<td>$450</td>
</tr>
<tr>
<td>Tuition Incoming</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#82</td>
<td>West Orange</td>
<td></td>
<td>$41,920</td>
</tr>
<tr>
<td>#83</td>
<td>West Orange</td>
<td></td>
<td>$41,920</td>
</tr>
</tbody>
</table>

32. **Educational Trip Requests**

To approve the following district educational trip requests:

a. **Think Tank, Cranford** February 10, 2016 3rd grade T&G
   Students will participate in a day of problem solving & creative thinking activities

b. **Pax Amicus Theater, Budd Lake** April 20, 2016 HS English I
   Students will see a live production of William Shakespeare’s Romeo & Juliet

c. **Barclay’s Center, Brooklyn** January 15 & 22, February 19, 2016 HS Self Contained
   Students will be rewarded for positive behavior (5 students per trip)
Educational Trip Requests continued

d. Clark Commons, Clark January 13, 2016 HS Self Contained
   Students will shop for their goals of a healthy life skills program

33.  Harassment/ Intimidation/Bullying Incidents

   To affirm the Superintendent’s recommendation on the following harassment/ intimidations/bullying incident:
   
   #15007  #15008  #15009

Motion all aye
Mr. Nelson abstains from item #33

******************************************************************************

BUSINESS

A motion was made by Vice President Harms seconded by Mr. Vita to approve the following agenda items 34 through 40.

34. Approval of Bills

   To approve the following bills for the month of December 2015:
   
   General Current Expense  $478,602.13
   Special Revenue Funds    $ 12,846.83
   Enterprise Fund          $  62,010.36
   Summer Camp              $   1,796.48
   Total                    $555,255.80

35. Approval of Minutes

   To approve the following minutes:

   December 15, 2015 open session December 15, 2015 closed session
36. **Secretary/Treasurer Reports**

To approve the secretary/treasurer reports for the period ending September 30, 2015 and the period ending October 31, 2015.

37. **Approval of Transfers**

To approve the following transfers for the month of November 2015:

<table>
<thead>
<tr>
<th>Description</th>
<th>Code</th>
<th>Beginning Balance</th>
<th>Ending Balance</th>
<th>Transfers</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTHER SAL FOR INSTRUCT</td>
<td>11-000-217-106</td>
<td>$269,764.00</td>
<td>$5,562.00</td>
<td>$275,326.00</td>
</tr>
<tr>
<td>SAL OF OTHER PROF STAF</td>
<td>11-000-219-104</td>
<td>$705,744.00</td>
<td>$2,968.00</td>
<td>$708,712.00</td>
</tr>
<tr>
<td>SUPPLIES &amp; MATERIALS</td>
<td>11-000-222-600</td>
<td>$15,755.56</td>
<td>$10.00</td>
<td>$15,765.56</td>
</tr>
<tr>
<td>SAL OF PRINCIPALS/ASST</td>
<td>11-000-240-103</td>
<td>$863,910.00</td>
<td>$17,000.00</td>
<td>$880,910.00</td>
</tr>
<tr>
<td>INSURANCE</td>
<td>11-000-262-520</td>
<td>$101,821.00</td>
<td>$2,500.00</td>
<td>$104,321.00</td>
</tr>
<tr>
<td>OTHER PURCH SERVICES</td>
<td>11-000-262-590</td>
<td>$5,740.00</td>
<td>$80.00</td>
<td>$5,820.00</td>
</tr>
<tr>
<td>TRANSPORTATION-ESC</td>
<td>11-000-270-518</td>
<td>$206,284.22</td>
<td>$8,025.00</td>
<td>$214,309.22</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-120-100-101</td>
<td>$3,355,421.00</td>
<td>$79,027.00</td>
<td>$3,434,448.00</td>
</tr>
<tr>
<td>OTHER SAL FOR INSTRUCT</td>
<td>11-205-100-106</td>
<td>$18,154.00</td>
<td>$16,864.00</td>
<td>$35,018.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-214-100-101</td>
<td>$55,102.00</td>
<td>$58,171.00</td>
<td>$113,273.00</td>
</tr>
<tr>
<td>OTHER SAL FOR INSTRUCT</td>
<td>11-214-100-106</td>
<td>$40,490.00</td>
<td>$31,606.00</td>
<td>$72,096.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-216-100-101</td>
<td>$148,443.00</td>
<td>$50,055.00</td>
<td>$198,498.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-240-100-101</td>
<td>$558,568.00</td>
<td>$4,626.00</td>
<td>$563,194.00</td>
</tr>
<tr>
<td>OTHER PURCH SERVICES</td>
<td>11-402-100-590</td>
<td>$15,240.00</td>
<td>$1,811.00</td>
<td>$17,051.00</td>
</tr>
<tr>
<td>SAL OF OTHER PROF STAF</td>
<td>11-425-100-104</td>
<td>$60,679.00</td>
<td>$29,477.00</td>
<td>$90,156.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-425-100-101</td>
<td>$367,346.00</td>
<td>-$26,420.00</td>
<td>$340,926.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-000-217-101</td>
<td>$73,423.00</td>
<td>-$9,529.00</td>
<td>$63,894.00</td>
</tr>
<tr>
<td>SAL OF OTHER PROF STAF</td>
<td>11-000-218-104</td>
<td>$887,163.00</td>
<td>-$14,324.00</td>
<td>$872,839.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-110-100-101</td>
<td>$401,057.00</td>
<td>-$4,262.00</td>
<td>$396,795.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-130-100-101</td>
<td>$2,133,790.00</td>
<td>-$118,646.00</td>
<td>$2,015,144.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-140-100-101</td>
<td>$3,345,482.00</td>
<td>-$7,809.00</td>
<td>$3,337,673.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-205-100-101</td>
<td>$148,229.00</td>
<td>-$18,139.00</td>
<td>$130,090.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-213-100-101</td>
<td>$50,057.00</td>
<td>-$4,355.00</td>
<td>$45,702.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-212-100-101</td>
<td>$151,204.00</td>
<td>-$12,825.00</td>
<td>$138,379.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-213-100-101</td>
<td>$1,504,212.00</td>
<td>-$19,976.00</td>
<td>$1,484,236.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-215-100-101</td>
<td>$155,901.00</td>
<td>-$28,687.00</td>
<td>$127,214.00</td>
</tr>
<tr>
<td>OTHER SAL FOR INSTRUCT</td>
<td>11-215-100-106</td>
<td>$16,170.00</td>
<td>-$9,757.00</td>
<td>$6,413.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-425-100-101</td>
<td>$134,690.00</td>
<td>-$33,053.00</td>
<td>$101,637.00</td>
</tr>
</tbody>
</table>

$16,096,570.78 $0.00 $16,096,570.78
38. **Donation**

To accept a donation from The Work-Family Connection in the amount of $150.00. This donation will be used for school activities.

39. **Grant Adjustment Acceptance:**

To approve the following adjustment to the 2016 NCLB Title I Grant:

<table>
<thead>
<tr>
<th>Original Grant</th>
<th>$376,305</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjustment</td>
<td>+ $282</td>
</tr>
<tr>
<td>New Grant Total</td>
<td>$376,587</td>
</tr>
</tbody>
</table>

40. **Use of Buildings and Grounds**

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

a. Roselle Park Girls Recreational Soccer  
   Sherman – gymnasium  
   Friday, December 11, 2015  
   7:00 PM – 9:00 PM

b. Knights of Columbus #3240 – youth free throw contest  
   Anthony Signorello Center – gymnasium  
   Friday, January 29, 2016  
   5:30PM – 8:30PM

c. Roselle Park Recreational Soccer – coaches meeting  
   Roselle Park Middle School – auditorium  
   Monday, January 4, 2016  
   7:00PM – 9:00PM

d. Roselle Park Recreational Soccer – indoor soccer matches  
   Aldene School – gymnasium  
   Saturdays, January 16, 23, 30, February 6, 20, 27, 2016  
   Sunday, February 14, 2016  
   9:00AM – 2:00PM
Use of Buildings and Grounds continued

e. Roselle Park Recreational Basketball
   Sherman – gymnasium
   Tuesday – Friday, December 10, 2015 – March 24, 2016
   6:00PM – 9:00PM
   Aldene – gymnasium
   6:00PM – 9:00PM
   Middle School – gymnasium
   6:00PM – 9:00PM

f. Roselle Park Recreational Soccer – coaches & referee meeting
   Roselle Park Middle School – students’ cafeteria
   Wednesday, January 6, 2016
   7:00PM – 9:00PM

Motion all aye
Mr. Cancino & Mr. Sekou abstain from item #35

******************************************************************************

Continuing Business

Students identified as not residing in Roselle Park/removed from school:

<table>
<thead>
<tr>
<th>Date</th>
<th>Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 20</td>
<td>1 student</td>
</tr>
<tr>
<td>November 3</td>
<td>0 students</td>
</tr>
<tr>
<td>November 17</td>
<td>0 students</td>
</tr>
<tr>
<td>December 1</td>
<td>0 students</td>
</tr>
<tr>
<td>January 5</td>
<td>0 students</td>
</tr>
<tr>
<td>Total</td>
<td>1 student</td>
</tr>
</tbody>
</table>

******************************************************************************

Public Participation

Jacob Magiera, 612 Sheridan, requested the microphone always be used to help the hearing impaired.

Jeannine Goodis questioned if the change in bus service to the magnet school was communicated. Superintendent Garrido responded that notice was given and letters were sent home to parents.

Saul Qersdyn, resident, commented that the extra public participation section was nice.

Mr. Bowman & Mr. Qersdyn questioned the grant writers. Superintendent Garrido responded.
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.

Closed Session
Motion to go into closed session to discuss personnel matters or other exceptions to the sunshine law as follows: (no action to be taken)

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 matters related to the employment, appointment or termination of current or prospective employees.

Motion to return to open session.

Adjournment
A motion was made by Vice President Harms seconded by Mr. Bowman to adjourn the meeting at 8:03PM

Motion all aye

Next scheduled board meeting: Tuesday, January 19, 2016 at the Middle School auditorium/gymnasium

Respectfully submitted,

Susan Guercio
School Business Administrator
Board Secretary