

ROSELLE PARK SCHOOL DISTRICT
Office of the Superintendent

January 18, 2019

TO: Loren Harms, President
Members of the Board of Education
FROM: Pedro Garrido, Superintendent
SUBJECT: AGENDA FOR BOARD MEETING – **January 22, 2019**

Notice of Meeting

This meeting, held in the Middle School gymnasium/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. 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
Marissa Falcon	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 – Employee Matter: the Superintendent advised the Board of his recommendation regarding the terms and conditions of an employee’s future employment with the District

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: Vice President Signorello	Seconded: Mr. Miller	Time: 6:31pm
AYE: 9	NAY: 0	

Motion to return to public session (to be moved in public session)		
Moved: Mr. Miller	Seconded: Mr. Hemenway	Time: 7:00pm
AYE: 9	NAY: 0	

Minutes
January 22, 2019
Open Session

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

Joseph DiOrio, Councilman at Large, requested clarification of agenda item #1. Superintendent Garrido responded.

Committee Reports

Christopher Miller stated there would be a Curriculum Council meeting Thursday at 3:30pm in the high school and the board Curriculum Committee would be in attendance.

Vice President Signorello reported he attended the middle school PTA meeting.

Board Secretary Guercio will be scheduling a Finance Committee meeting date to begin discussing next year's budget.

Principal's Report

Ms. Gois spoke reported the current Middle School student enrollment and talked about the numerous recent activities at the Middle School.

Student Recognition

The following students are being recognized for their continuous commitment to ensure Kindness all year round as well as involvement with:

National Junior Honor Society – Sensory Garden Fundraiser

Sylvia Altman	Michelina Muscaritolo
Amparo Sanchez	Samantha Ryan
Jamie Stefanski	Josephine Taglialavore
Isabella Valdes	Julia Tribiano
Sarah Wenskoski	Ava Zdanowicz
Andrew Batista	

Aedan Gayanilo – <u>Sensory Garden</u>	Richard Luna – <u>Sensory Garden</u>
Jacob Piakowski – <u>Fire Drill Assistant</u>	Cooper Crawford – <u>Essay Contest</u>
Jake Swirz – <u>Chess Club Initiative</u>	

Superintendent's Report

Superintendent Garrido reported on the Strategic Planning Committee meetings, the open house at the high school on February 6th for the 8th graders, the PARCC schedule, the Governor's Educators of the Year, the recent STEAM Wing open house, and AP Chemistry Reunion with former staff and students.

Mr. Miller thanked Mrs. Riley for her years of service, and wished her well.

POLICY

A motion was made by Ms. Powers and seconded by Mr. Santangelo to approve agenda item 1.

1. *District Policy – Adopt 5330*

To approve the following ADMINISTERING AN OPIOID ANTIDOTE district policy:

5330 ADMINISTERING AN OPIOID ANTIDOTE

On roll call, motion carries

PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by Vice President Signorello seconded by Mr. Hemenway to approve the following agenda items 2 through 11.

2. *Staff Appointments*

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

- a. Corrine Norton, Robert Gordon, Basic Skills Teacher, effective January 23, 2019 through June 30, 2019 at MT7 \$69,091(pro-rated) (repl. G. Pelaez)
- b. Ivy Lam, District Bookkeeper, effective February 11, 2019 through June 30, 2019, at \$48,162 (pro-rated)
- c. Luciano Epp, Hourly District Computer Technician, at \$20/hour effective January 23, 2019 through June 30, 2019.

3. High/Middle School Extra-Curricular Advisors/Coaches 2018-2019

To approve the following high/middle school extra-curricular advisors/coaches for the 2018-2019 school year: (as recommended by the Superintendent) (as per RPEA contract except where noted *volunteer)

Doug Panetta	Musical Director	Step B	\$4,687
Eric Witkowski	Vocal Director	Step B	\$4,234
Andrew Williamson	Orchestra Director	Step B	\$4,234
Tammy Dombrowski	Choreographer	Step B	\$3,988
Ray Tucci	Co-Set Director	Step B	\$2215.50
Arthur Henn	Co-Set Director	Step A	\$2,157.50
Valentina Arango	Technical Director	Step B	\$4,006
Richard Greco	HS Boys Tennis Coach	1-1	\$4,409
Robert Harms	MS Asst. Baseball Coach		Volunteer
Jessica Weingart	Winter Cheerleading Advisor		\$2,927 (pro-rated) 1/2/19 to 3/1/19

4. 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 Melanie Canter, District Enterprise Clerk/Data Specialist. (to include administrators, custodian/maintenance and full time non-unit personnel)

5. Anthony Signorello Youth Program Lead Counselor/Front Desk

To approve the following Anthony Signorello Youth Program afterschool lead counselor/front desk effective for the 2018-2019 school year: (as recommended by the Superintendent) (to be paid through borough funds)

David O'Connor - \$20/hr.

6. Change of Assignment

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

	<u>From:</u>	<u>To:</u>
a. Sarah Quinty	MS Math Teacher 9/1/18 to 3/4/19 B1 \$56,663 (pro-rated)	MS Math Teacher 9/1/18 to 6/30/19 B1 \$56,663
b. MS Student Council Advisor	Jessica Weingart 9/1/18 to 6/30/19 \$1,696	Jessica Weingart 9/1/18 to 11/4/18 12/21/18 to 6/30/19 Emily Brewster 11/5/18 to 12/20/18 \$1,696 (pro-rated)

7. Staff Resignation

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

Rebecca Riley, Aldene, Kindergarten Teacher, effective March 11, 2019

8. WISE “Energize with Math” Personnel

To appoint the following WISE “Energize with Math” personnel at \$34.83 per hour: (as recommended by the Superintendent) (as per RPEA contract) (January – April 2019)

(26 sessions) 6 teachers per session

Robert Gordon Teachers

Gina Cesaro Lisa Guarnaccio
Josephine Marino Kristen Kulbaba
Carol Rickert Lynn Matthews

Substitutes

Veronica Hernandez
Brooke Provino

(26 sessions) 6 teachers per session

EJF-Aldene Teachers

Andrea Cruz Lisa Irizarry
Jodi Foy Rebecca Lataweic
Judy Nese Nicole Quaglia

Alexandra Martinho Jessica Rozewski

Rebecca Antonelli

Paraprofessionals: Rashmi Baxi

(26 sessions) 9 teachers per session

Sherman School Teachers

Jennifer Burgos, Denise Matarante, Katie Chierico, Michelle Cholankeril, Karina DiLillo
Lorraine Mazzeo, Randi Sheps, Jane Garretson, Dena Wilds

Substitutes: B. Scholz, W. Ozeri, Nicole Stevens, C. Dimakos

Paraprofessional

S. Califano

Substitute Paraprofessional

L. Samolewicz

9. Additional Sections

To approve the following teachers to teach an additional class for the 2018-2019 school year: (as recommended by the Superintendent) (mat leave) (repl. D. Nocciolo) (as per RPEA contract salary)

High School	Subject		
Sergio Salas	MPS	1/80	\$764.06 eff. 1/16/19-1/30/19
Melissa Rinaldi-Hahn	MPS	1/160	\$515.58 eff. 1/16/19-1/30/19

10. Elementary Reading/Math Intervention

To approve the following staff to provide before/after school instruction in Reading or Math Intervention at the contractual rate of \$34.83/hour (as recommended by the Superintendent)

24 sessions total - January 2019 until April 2019

Katherine Parsons Karina DiLillo Denise Matarante

11. Professional Development/Curriculum Support

To approve the following staff to provide professional development at the contractual rate of \$34.83/hour (as recommended by the Superintendent)

Michelle Lynch – 20 hours Tamara Pires – 20 hours
Christine Beaver – 5 hours Jamie O’Connell – 80 hours

President Harms abstains from agenda item #3
On roll call, motion carries

EDUCATION

A motion was made by Ms. Powers seconded by Ms. Carlstrom to approve the following agenda items numbered 12 through 15.

12. Education Programs

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

Bedside Instruction

#195	GenPysch Adolescent Program	5/hrs./wk.	1/4/19 – TBD	\$34.83/hr.
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Fit to Return

#196	The Family Resource Center			\$175
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Bilingual Child Study Team Psychological Evaluation

#197	Sylvia Martins-Neno – Psychological			\$450
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Home Instruction

#198	2 hrs./wk./per subj.		1/16/18 – TBD	\$34.83/hr.
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Tuition (incoming)

#199		West Orange		\$33,267
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13. Educational Trip Requests

To approve the following district educational trip requests:

- a. MCC Theater, New York February 20, 2019 Grade 9-12, Chorus
Students will gain a better understanding of plot development, related vocabulary, professional musicality and stage etiquette.

- b. Biz Town, Edison March 4, 2019 Grade 6 T&G
Students in the T&G program will be attending the Junior Achievement event

14. Workshop Attendance Request

To approve the following staff workshop attendance request:

Brian Lowe, Physical Education Teacher, 101 Strategies for Strengthening Your Physical Education Program K-8, New Brunswick, February 6, 2019, \$259.00

15. Harassment/ Intimidation/Bullying Incidents

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

#18002, #18003

Motion carries

BUSINESS

A motion was made by Mr. Hemenway seconded by Mr. Miller to approve the following agenda items 16 through 23.

16. Donation

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

17. Secretary/Treasurer Report

To approve the secretary/treasurer report for the period ending October 31, 2018

18. Approval of Bills

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

General Current Expense	\$384,855.70
Special Revenue Funds	\$ 71,986.78
Enterprise Funds	<u>\$ 36,771.94</u>
Total	\$493,614.42

19. Federal Programs Salary Allocations for 2018-2019

To approve the following salary allocations for Federal programs for the 2018-2019 school year: (these salaries to be paid through Federal Grant monies)

<u>Teacher's Name</u>	<u>Total Salary</u>	<u>Program</u>	<u>%</u>	<u>Program Salary</u>
L. Amoroso	\$ 61,547.00	Title I	20	\$ 12,309.40
V. Arango-Correa	\$ 61,547.00	Title I	20	\$ 12,309.40
J. Gilchrist	\$ 67,163.00	Title I	100	\$ 67,163.00
K. Kowalski	\$ 74,173.00	Title I	20	\$ 14,834.60
K. Mooney	\$ 90,147.00	Title I	20	\$ 18,029.40
D. Nocciolo	\$ 69,091.00	Title I	30	\$ 20,727.30
G. Pelaez	\$ 33,682.00	Title I	100	\$ 33,682.00
C. Norton	\$ 38,000.00	Title I	100	\$ 38,000.00
M. Rinaldi-Hahn	\$ 82,493.00	Title I	20	\$ 16,498.60
K. Rusert	\$ 33,023.00	Title I	100	\$ 33,023.00
J. Weingart	\$ 74,173.00	Title IIA	30	\$ 22,251.90
I. Guarino	\$ 87,615.00	Title III	22	\$ 19,275.30
<u>Aide's Name</u>	<u>Total Salary</u>	<u>Program</u>	<u>%</u>	<u>Program Salary</u>
S. Califano	\$ 19,653.00	IDEA B	100	\$ 19,653.00
C. Gabriel	\$ 8,184.00	IDEA B	100	\$ 8,184.00
L. Heim	\$ 21,420.00	IDEA B	100	\$ 21,420.00
L. Heinrich	\$ 15,928.00	IDEA B	100	\$ 15,928.00
D. Italiano	\$ 17,376.00	IDEA B	100	\$ 17,376.00
M. Kessler	\$ 20,021.00	IDEA B	100	\$ 20,021.00
F. Lamroschino	\$ 17,376.00	IDEA B	100	\$ 17,376.00
M. Leinberger	\$ 15,929.00	IDEA B	100	\$ 15,929.00
L. Matthews	\$ 17,376.00	IDEA B	100	\$ 17,376.00
S. McNamara	\$ 7,444.00	IDEA B	100	\$ 7,444.00
S. Mercaldi	\$ 13,084.00	IDEA B	100	\$ 13,084.00
M. Paterno	\$ 19,549.00	IDEA B	100	\$ 19,549.00
A. Riggi	\$ 16,647.00	IDEA B	100	\$ 16,647.00
Y. Rocha	\$ 16,647.00	IDEA B	100	\$ 16,647.00
V. Rocha-Sanchez	\$ 15,929.00	IDEA B	100	\$ 15,929.00
L. Samolewicz	\$ 15,929.00	IDEA B	100	\$ 15,929.00
M. Assuncao	\$ 9,695.00	IDEA PS	88	\$ 8,531.60
J. Siconolfi	\$ 5,852.00	IDEA PS	100	\$ 5,852.00

20. Use of Buildings and Grounds

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

- a. Roselle Park Girl Scouts Troop 40033 – Kidness Event
Anthony Signorello Youth Center – gymnasium, classroom
Friday, February 22, 2019
- b. Grade 5 Luncheon – Meetings
Sherman School – students’ cafeteria
Thursdays, February 21, March 14, April 25, May 9, 30, June 6, 2019
7:30PM – 9:00PM
- c. Roselle Park Recreational Basketball – Game
Roselle Park Middle School – gymnasium
Saturday, January 12, 2019
8:15PM – 10:00PM
- d. Roselle Park Recreational Basketball – Pictures
Anthony Signorello Youth Center – gymnasium
Saturday, January 26, 2019
8:00AM – 3:00PM

21. District Contracts

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

- a. With Staff Development Workshops, Inc. to provide preschool standards/literacy training and instructional planning support on January 31, 2019, as outlined by Preschool Grant requirements at a cost of \$1,700 (funded by Preschool Education Expansion Aid)
- b. With Data Warehousing Analytics Assessment Solutions to provide professional development training on Analyzing Growth Reports and Custom Reporting in Link-It on January 30, 2019 at a cost of \$1,200 (funded by the ESEA Grant)

22. *NJSIG Indemnity and Trust and Agreement Resolution*

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Roselle Park Board of Education, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2018, and ending July 1, 2021 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;

- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

23. *Approval of Minutes*

To approve the following minutes:

January 4, 2019

Motion carries

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

Joseph DiOrio, Councilman at Large, spoke of the Transit Village Application, the professional planner that was hired, and a future informational public session to which he extended an invitation to board members, staff, and students to attend.

President Harms spoke of the STEAM program, the students who designed the project, and the recent open house.

Mr. Miller thanked everyone for attending the open house and made a suggestion to showcase the high school in the fall.

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.
9. Attorney/client privilege.

Moved	Seconded	
AYE	NAY	Time

Motion to return to open session.		
Moved	Seconded	
AYE	NAY	Time

Minutes
January 22, 2019
Open Session

Adjournment

A motion was made by Vice President Signorello seconded by Mr. Leingang to adjourn the meeting at 7:40 p.m.

Motion carries

Respectfully submitted,

Susan Guercio
School Business Administrator
Board Secretary

Next scheduled board meeting: Tuesday, February 5, 2019 at 7 PM in the Aldene auditorium/gymnasium