

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

June 21, 2019

**TO:** Loren Harms, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – **June 25, 2019**

***Notice of Meeting***

This meeting, held in the Roselle Park Middle 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, Union Leader, 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	
Marissa Falcon	
Chad Hemenway <i>arrived at 6:11</i>	
<i>Kimberly Powers 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. Attorney/Client Privilege – the Board attorney reviewed a Board policy and the legal process associated with same.

6:30PM – Joseph Signorello, Susan Carlstrom, Pedro Garrido, Susan Guercio left the meeting

2. Personnel – the Personnel Chair reviewed the superintendent’s evaluation with the Board.

6:48PM - Pedro Garrido and Susan Guercio returned to the meeting

Personnel – the Personnel Chair reviewed the superintendent’s evaluation with the Superintendent.

Minutes  
June 25, 2019  
Open Session

It is anticipated that the executive session will take approximately 60 minutes; the Board may take action during public session. The Board shall return to public session, following executive session, at approximately 7 p.m. The minutes of the executive session shall be released to the public when the reason for the executive session no longer exists.

Moved: Mr. Miller      Seconded: Vice President Signorello      Time: 6:07  
AYE: 6                      NAY: 0

Motion to return to public session (to be moved in public session)  
Moved: Vice President Signorello      Seconded: Ms. Carlstrom      Time: 7:01  
AYE: 7                                      NAY: 0

### ***Committee/Liaison Reports***

Mr. Leingang reported on the Robert Gordon Art event he attended.

President Harms spoke of the Middle School and High School graduations and thanked the principals for the enjoyable ceremonies. For the first time the High School graduation was live streamed to the auditorium for additional viewing capacity.

Vice President Signorello thanked the RPPD and RPFDD for their help with the crowd.  
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### ***Superintendent's Report***

Superintendent Garrido reported grades were not yet received from the state for NJDOE School Self-Assessment. This report will be given at a future meeting. Mr. Garrido also talked about the preschool graduation.

New Board Member interviews were conducted by Mr. Leingang, Chairman, and the other committee members. The four people interviewed were: Dr. Khamele McLeod-Cato, Dr. Rodric Bowman, Kevin Cancino and Luis C.Franco.  
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## ***PERSONNEL***

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

A motion was made by Vice President Signorello seconded by Ms. Falcon to approve the following agenda items 1 through 11.

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

Approval of additional district substitutes. (as recommended by the Superintendent)  
Custodians=\$13/hr., Bus Drivers-\$31/hr.

**CUSTODIAN**

Connor Mc Donough                      624 Roosevelt St., RP

**BUS DRIVER**

Joan Alexiades                              124 Walnut St., RP

**2. Staff Resignations**

To approve the following staff resignations: (as recommended by the Superintendent)

- a. Steven Lahullier, Robert Gordon, Technology Teacher, effective June 21, 2019

**3. Change of Assignment 2019-2020**

To approve the following change of assignments for the 2019-2020 school year effective September 1, 2019 through June 30, 2020: (as recommended by the Superintendent)

a. Kelley Slater	<u>From:</u> Sherman LLD Teacher B6 \$59,489	<u>To:</u> Sherman Resource Room B6 \$59,489
b. Nicole Stevens	Sherman Resource Room M17 \$81,516	Sherman LLD Teacher M17 \$81,516
c. Dena Wilds	Sherman Grade 4 Teacher M15 \$81,374	Sherman Reading Intervention M15 \$81,374
d. Mari C. Lordi	Middle School SS Teacher (leave replacement) B2 \$57,654	Middle School SS Teacher (full time)(repl. R. Glomb) B2 \$57,654
e. Megan Ripka	Aldene School Resource Room Teacher M9 \$66,840	Preschool Master Teacher M9 \$66,840
f. Jill Afarian	Preschool PIRT M10 \$68,474	Sherman Preschool Teacher M10 \$68,474

**4. Staff Appointments**

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

- a. Melissa Szoc-Cruz, Aldene, Pre-School Teacher, effective September 1, 2019 through June 30, 2020 at B1 \$57,443 (repl. A. Berrian)
- b. Jeanette Garcia, Robert Gordon, ESL Teacher, effective September 1, 2019 through June 30, 2020 at B3 \$57,865 (repl. V. Hernandez)
- c. Marina Nezius, High School, French Teacher, effective September 1, 2019 through June 30, 2020 at M19 \$86,070 (repl. K. Cure)
- d. Nancy Murray, Aldene, Cafeteria Aide, effective September 1, 2019 at \$11/hr. (repl. D. Lastra):
- e. Jacqueline Rocchio, Robert Gordon, Basic Skills Teacher, effective September 1, 2019 through June 30, 2020 at M2 \$61,905 (repl. G. Pelaez)
- f. Gina Cesaro, Part-Time Preschool Secretary, effective September 1, 2019 through June 30, 2020 at Step 1 \$28, 460 (new position through Preschool Grant)
- g. Jared Foy, Summer Technology Helper, effective July 1, 2019 to September 1, 2019 at \$11/hr.

**5. Staffing List**

To approve of the attached Roselle Park Education Association /Roselle Park Administrator Association staffing list for the 2019-2020 school year. (as recommended by the Superintendent)

**6. 2019 Summer Credit Recovery Program Staff**

To approve the following staff to monitor the Summer Credit Recovery Program at \$34.83/hr. (no cost to the district)

Anna Maria Matarredona

Mary Baumann

**7. *Non-Union Staffing List***

To approve the attached non-union staffing list for the 2019-2020 school year.  
 (as recommended by the Superintendent)

**8. *Summer Studio Program Personnel***

To approve the personnel for the summer program in Architectural Design called  
 Summer Studio, 6hrs./day, Monday-Friday, July 9-26, 2019 at \$34.83/hr.

Angelena Hreczny

**9. *Retirement Compensation***

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

<b>Paraprofessionals</b>		
Susana McNamara	\$30 X 11.5 sick days	\$345
<b>Teachers</b>		
James Ragucci	\$100 X 173.5 sick day	\$17,350
Gina Faria	\$100 X 25.5 sick days	\$2,550
Joanne Carbotti	\$100 X 183.5 sick days	\$18,350
Diane Appleby	\$100 X 168.5 sick days	\$16,850
Irene Baran	\$100 X 290 sick days	\$22,400 max.
Judy Kurz	\$100 X 239 sick days	\$22,400 max.
Kathy MacDonald	\$100 X 280 sick days	\$22,400 max.
Kathy Cure	\$100 X 8 sick days	\$800
<b>Secretaries</b>		
Jane Fuzo	\$45 X 34 sick days	\$1,530
<b>Administration</b>		
Assunta Padovano	\$135 X 187 sick days	\$25,000 max.

**10. Additional 2019 Extended School Year Staff**

Approval of the following additional/revised 2019 Extended School Year Staff: (as recommended by the Superintendent)

<b>Name</b>	<b>Days/Weeks</b>	<b>Position</b>	<b>Hrs./Day</b>	<b>Salary/Hr.</b>
Lorraine Loza	4	Nurse	4hrs.	\$34.83
Nicole Stevens	4	Special Ed Teacher	4hrs.	\$34.83
Maria Alvarez		Paraprofessional (sub)	4hrs	\$15.74
Zaida Lopez		Paraprofessional (sub)	4hrs	\$15.74

**11. Additional Special Services Summer Child Study Team Personnel**

To appoint the following Special Services 2019 Summer Personnel:  
(as recommended by the Superintendent) (as needed)

Physical Therapist (eval only)	Maria Samadjopoulos
Speech Language	Marissa Manzi
Case Manager	Andrea Kozodoy
Special Ed Teacher	Emily Brewster

Case Management:	\$204.00/case
Child Study Team Evaluations:	\$420.00/case
Required CST Meeting	\$100/case
Teacher:	\$ 34.83/hr.

On roll call, motion carries

## ***EDUCATION***

A motion was made by Mr. Miller seconded by Mr. Hemenway to approve the following agenda items numbered 12 and 15.

### ***12. Education Programs 2018 – 2019***

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

Bedside Instruction

#251 Summit Oaks Hospital 5/hrs./wk. 6/10/19 – TBD \$47.47/hr.

Bilingual Child Study Team Psychological Evaluation (Spanish)

#252 Sylvia Martins-Neno

### ***13. Education Programs 2019 – 2020***

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

Direct Instructional TVI

#28 Monique Coleman Vistas Educational Partners 4 hrs./wk. \$160/hr.

Distance Braille Transcription

#29 Monique Coleman Vistas Educational Partners 20 hrs./wk. \$55/hr.

### ***14. Comprehensive Equity Plan***

To approve the Roselle Park Public Schools Comprehensive Equity Plan for the Academic Years 2019-2020 through 2021-2022 for submission to the county office.

### ***15. Educational Trip Requests***

To approve the following 2019 district educational trip requests:

Cornell Wrestling Camp 6/28/19 - 7/1/19 RPHS Wrestling Team

Wrestlers will be instructed in the Cornell technique to improve their wrestling ability.

Motion carries

***BUSINESS***

A motion was made by Vice President Signorello seconded by Ms. Falcon to approve the following agenda items 16 through 28.

***16. Approval of Bills***

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

General Current Expense	\$ 276,520.66
Special Revenue Funds	\$ 9,150.50
Enterprise Fund	\$ 12,312.17
Summer Camp	<u>\$ 22,400.00</u>
Total	\$ 320,383.33

***17. Use of Buildings and Grounds Requests***

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

- a. Roselle Park Youth Baseball & Softball League – Tournaments  
Roselle Park High School – Colfax & Webster Fields  
Thursday – Sunday, July 18–21, 25-28, 2019  
Thursday, Friday, 6:00PM – 9:00PM  
Saturday, Sunday, 8:00AM – 9:00PM
- b. Roselle Park Recreational Volleyball/Basketball – Open Gyms  
Anthony Signorello Youth Center – gymnasium  
Friday, June 14, 2019  
6:30PM – 8:30PM
- c. Class of 1969 Reunion Tour  
Roselle Park High School  
Friday, June 28, 2019  
7:00 PM - 11:00 PM



- d. Roselle Park Soccer Club – Practices & Games  
Roselle Park High School – Webster Field  
Monday, Tuesday, Wednesday & Friday, 5:00 PM – 8:30 PM  
July, 8,9,10,12,15,16,17,22, 23, 24, 29,30, and 31, 2019  
August 2, 5, 6,7,9,12,13,14,16,19,20,21,23,26,27,28,30, 2019  
Saturday, 9:00 AM – 4:30 PM  
July 9, 2019 & August 3 & 10, 2019  
Saturday, 12 noon – 4:30 PM  
August 17, 24, & 31, 2019  
Roselle Park High School – Colfax Field  
Monday, Wednesday, & Thursday, 5:00 PM – 8:30 PM  
July, 8,10,11,15,17,22,24,29, & 31, 2019  
Saturday, 9:00 AM – 4:30 PM  
July 6, and August 3, & 10, 2019  
Saturday, 12 noon – 4:30 PM  
August 17, 24, & 31, 2019
- e. Roselle Park Youth Baseball Softball League Games  
Roselle Park High School – Colfax & Webster Fields  
Thursday, June 27, Monday July 1, Friday July 5,  
Wednesday, July 10 and Thursday, July 11, 2019  
6:00 PM – 9:00 PM

## **18. *District Contracts***

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

- a. J and J Gym Floors, LLC, recoating of high school gym floor, \$3,290
- b. FX Home Remodeling,
- c. Triad Protective Services, Inc., security monitoring and maintenance charge, \$5,440
- d. Federal Fire Protection, required annual testing and inspection of all fire extinguishers and sprinkler systems in the district, \$5,390.
- e. A & S Boiler & Burner, Annual boiler cleaning for the district for 2018-2019 school year, \$9,445.
- f. Genesis Educational Services, Computerized Student Information System and annual maintenance fee, \$14,043.
- g. Educational Data Services, Inc., License and maintenance 2019-2020 cooperative purchasing and bidding services, \$ 9,330.
- h. Care Station, P.A., Medical services for the 2019-2020 school year, \$ 19,950
- i. Computer Solutions, Inc., Budgetary Accounting and Personnel software support system agreement, \$ 11,760.
- j. Cicariello Brothers, Annual trash removal for all district buildings, \$20,028.
- k. Reynolds Plumbing and Heating, replace radiators at Robert Gordon, \$6,457.

- l. Electrical Applications, Inc., electrical work for Sherman school generator, \$33,700.
- m. Xerox Corporation, Copiers and printers throughout the district, \$79,169.
- n. Turn-Key Technologies, Inc., technology service contract, \$15,077.

**19. Approval of Minutes**

To approve the following minutes:

June 11, 2019

**20. Authorization to Offer Contracts**

To authorize the Superintendent of Schools to offer contracts in the absence of board meetings during the months of July and August to candidates to fill vacant positions for the start of school in September 2019.

**21. 2019-2020 Lunch Prices**

To approve the following breakfast/lunch prices for the 2019-2020 school year:

	<u>High</u>	<u>Middle</u>	<u>EJF-Aldene</u>	<u>Robert Gordon</u>	<u>Sherman</u>
<u>Breakfast</u>					
student	\$1.85	\$1.60	\$1.60	\$1.60	\$1.60
adult	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50
reduced	\$ .30	\$ .30	\$ .30	\$ .30	\$ .30
<u>Lunch</u>					
student	\$3.25	\$3.25	\$3.00	\$3.00	\$3.00
adult	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
reduced	\$ .40	\$ .40	\$ .40	\$ .40	\$ .40
<u>Milk Unflavored/Flavored</u>					
student	\$ .80	\$ .80	\$ .80	\$ .80	\$ .80
adult	\$ .80	\$ .80	\$ .80	\$ .80	\$ .80

**22. *Substitute Salaries***

To approve the following substitute/home instruction salaries for the 2019-2020 school year:

<u>Substitutes</u>	
Secretaries	\$75.00/day
Paraprofessionals	\$13.00/hr
Clerical Aides	\$11.00 /hr
Lunch Aides	\$ 11.00/hr
Maintenance Workers	\$17.00/hr
Custodians	\$13.00/hr
<u>Teachers</u>	
Substitute Certified	\$ 95.00/day
NJ Teacher Certified	\$100.00/day
Nurse (NJ school nurse certified only)	\$150.00/day
<u>Home Instruction</u>	\$ 34.83/hr

**23. *Secretary/Treasurer Report***

To approve the attached secretary/treasurer report for the period ending May 31, 2019

**24. *Line Item Transfers/Bill Pay Authorization***

To approve the following:

1. Direct the Business Administrator to make line item transfers within the 2018-2019 budget or to transfer funds from fund balance as needed to close out the 2018-2019 school year.
2. Direct the Business Administrator to pay all bills through August 2019.

**25. 2018-2019 Awards**

Approval to present the following awards to graduates of the Roselle Park High School Class of 2019: (as per district auditor)

Gironda Family Schlorship	\$ 300
Davies and Associates	\$1250
Guellnitz Memorial Scholarship	\$ 250
John S. Linscott Memorial	\$ 400
O'Neill Schaffer Scholarship	\$ 500
Science Dept.	\$ 200
French Honor Society	\$ 100
Yearbook Award	\$ 100
Darlene Mangold English Award	\$ 200
Spanish Honor Society	\$ 100
Mathematics Dept. Mu Alpha Theta	\$ 200
Art Club	\$ 300
Student Council	\$ 100 x 2
Technology Student Association Award	\$ 200 x 2

Motion carries

A motion was made by Mr. Leingang seconded by Mr. Miller to approve the following agenda item 26.

**26. *Capital Reserve***

WHEREAS, NJAC 6A:23A-14.4 et seq. permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution and

WHEREAS, the Roselle Park Board of Education wishes to deposit current year surplus up to \$600,000.00 into a Capital Reserve account at year end, and

WHEREAS, the Roselle Park Board of Education has determined that up to \$600,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Roselle Park Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

On roll call, motion carries

A motion was made by Mr. Leingang seconded by Ms. Falcon to approve the following agenda item 27.

**27. Roselle Park Administrators' Association Contract Resolution**

**BE IT RESOLVED**, that the Roselle Park Board of Education, upon recommendation of the Negotiations Committee, hereby approves the Memorandum of Agreement, signed tentative Agreement(s) and Salary Guides, and the terms contained therein, that have been approved by the Roselle Park Administrators' Association for the years 2019-2022, based upon proofreading and correction of any typographical errors and other incidental omissions and errors as agreed upon by the parties.

Vice President Signorello and Ms. Carlstrom abstain from agenda item #27

On roll call, motion carries

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***Public Participation***

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

Katie Mc Dermott, resident commented on the acoustics at the Middle School are poor.

***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:

1. Attorney/Client Privilege – the Board attorney reviewed a Board policy and the legal process associated with same.
2. Attorney/Client Privilege – the Board attorney provided guidance regarding District communications, facilities, and students.

It is anticipated that the executive session will take approximately 90 minutes; 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: Ms. Carlstrom                      Seconded: Ms. Falcon                      Time: 8:03  
AYE: 7    NAY: 0

Motion to return to open session (to be moved in public session)  
Moved: Mr. Hemenway                      Seconded: Mr. Miller                      Time: 8:46  
AYE: 7    NAY: 0

Agenda  
June 25, 2019  
Open Session

A motion was made by Mr. Leingang seconded by Vice President Signorello to approve the following agenda item 28.

**28. Board Member Appointment**

The Board approves the appointment of Dr. Khamele McLeod-Cato to the Roselle Park Board of Education effective July 23, 2019. Dr. McLeod-Cato will be sworn in at the July 23, 2019 board meeting.

On roll call, motion carries.

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**Adjournment**

A motion was made by Mr. Miller seconded by Mr. Leingang to adjourn the meeting at 8:48p.m.

Motion carries

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Respectfully submitted,

Susan Guercio  
School Business Administrator  
Board Secretary

Next scheduled board meeting: July 23, 2019 – Middle School Auditorium at 7:00PM