

ROSELLE PARK SCHOOL DISTRICT
Office of the Superintendent

June 22, 2018

TO: Loren Harms, President
Members of the Board of Education
FROM: Pedro Garrido, Superintendent
SUBJECT: AGENDA FOR BOARD MEETING – **June 26, 2018**

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 Miller	Kimberly Powers
Kevin Cancino (<i>arrived 7:00</i>)	Sundjata Sekou (<i>arrived 6:07</i>)
Troy Gerten	Joseph Signorello, Jr
<i>Chad Hemenway 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. Personnel – the Superintendent advised the Board as to the necessity for an administrative restructuring in the District and the impact of same on a District employee.
2. Personnel – the Superintendent advised the Board as to a proposed retirement date for a District employee.
3. Personnel – the Superintendent advised the Board as to information the District received from a parent and the District’s administrative response to same for the involved employees.

At approximately 6:40pm Pedro Garrido, Superintendent of Schools, and Susan Guercio, School Business Administrator/Board Secretary, left the room.

4. Personnel – the Board discussed the Contract of Employment for the Superintendent of Schools.

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. Gerten	Seconded: Mr. Signorello	Time: 6:07PM
AYE: 5	NAY: 0	
Motion to return to public session (to be moved in public session)		
Moved: Mr. Gerten	Seconded: Mr. Cancino	Time: 7:01PM
AYE: 7	NAY: 0	

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

Jacob Magiera, questioned agenda item #7. Vice President Miller responded.

Saul Qersdyn ,questioned agenda items #7, #16, #17, #22. Vice President Miller and Mr. Gerten responded.

Superintendent’s Report

Superintendent Garrido introduces Ellen Bachert, Anti-Bullying Coordinator to report on the NJDOE School Self-Assessment for Determining Grades – District & School Grade Report 2016-2017.

PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by Mr. Gerten seconded by Mr. Signorello to approve the following agenda items 1 through 15.

1. Staff Resignations

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

- a. Natalie Basile, Robert Gordon, Elementary Teacher, effective July 1, 2018
- b. Eric Meyer, District, Technology, effective July 1, 2018

2. *Change of Assignment 2018-2019*

To approve the following change of assignment for the 2018-2019 school year:
(as recommended by the Superintendent) (pending negotiations)

	<u>From:</u>	<u>To:</u>
a. Carol Rickert	RG ½ time Basic Skills M7 \$31,701	RG Grade 5 Teacher M7 \$63,402 effective 9/1/18 - 6/30/19 (repl. N. Basile)

3. *Staff Appointment*

To approve the following staff appointment: (as recommended by the Superintendent)
*(pending negotiations)

- a. Gerald Pashaj, Custodian, effective July 1, 2018 through June 30, 2019 at \$39,028
(repl. P. Plesnik)
- b. Kimberly Russert, Robert Gordon, ½ time Basic Skills Teacher, effective
September 1, 2018 through June 30, 2019 at MT2 \$32,522.50* (repl. C. Rickert)

4. *Staffing List*

To approve of the attached Roselle Park Education Association /Roselle Park
Administrator Association staffing list for the 2018-2019 school year.
(as recommended by the Superintendent)

5. *2018 Summer Credit Recovery Program Staff*

To approve the following staff to monitor the Summer Remediation Program at
\$34.83/hr.*(no cost to the district) (pending negotiations)

Anna Maria Matarredona

Mary Baumann

6. *Non-Union Staffing List*

To approve the attached non-union staffing list for the 2018-2019 school year.
(as recommended by the Superintendent)

7. *Employment Contract*

Approval to authorize the following employment contract: (copies on file in business office)

Susan Guercio, School Business Administrator/Board Secretary, effective July 1, 2018 to June 30, 2019.

8. *Summer Studio Program Personnel*

To approve the personnel for the summer program in Architectural Design called Summer Studio, 6hrs./day, Monday-Friday, July 16-27, 2018 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.)

Paraprofessionals		
Diane Owens	\$30 X 10.5 sick days	\$315
Teachers		
Arlene Terpenning	\$100 X 67.5 sick day	\$6,750
Mary Regan	\$100 X 101.5 sick days	\$10,150
Ann Moore	\$100 X 106 sick days	\$10,600
Administrators		
Fran Kenny	\$135 X 117 sick days	\$15,795

10. *Additional Student Helpers*

To appoint the following additional student helper for the 2018 summer (as recommended by the Superintendent):

Technology
Argiylena Gjakova \$9.42/hr.

11. Additional 2018 Extended School Year Staff

Approval of the following additional/revised 2018 Extended School Year Staff: (as recommended by the Superintendent)

Name	Days/Weeks	Position	Hrs./Day	Salary/Hr.
Maria Samadjopoulos	1	Physical Therapist	3	\$34.83/hr.
Tara McDonald		Speech - sub		\$34.83/hr.
Emily Breen		Special Ed Teacher – sub		\$34.83/hr.
Rashim Baxi		Paraprofessional – sub		\$15.28/hr.
Emily Breen		Paraprofessional – sub		\$15.28/hr.

12. Summer Curriculum Work

To approve the following staff for summer curriculum work at the hourly contractual rate, \$34.83/hr*: (as recommended by the Superintendent) *(pending negotiations)

Katie Chierico – 38 hours	Lisa Lugara – 9 hours
Denise Matarante – 6 hours	Kelly Hardman – 5 hours
Michelle Pfeiffer – 15 hours	Karen Carey-Lynch – 3 hours
Melissa Malone – 4 hours	Luciano Riggi – 3 hours
Jennifer Durkin – 4 hours	Diane Appleby – 4 hours
Steven Lahullier – 4 hours	Katherine Parsons – 4 hours

13. Abolishment of Administrative Position

The Board, upon the recommendation of the Superintendent of Schools, abolishes the position of Director Pre-Kindergarten Program/Supervisor of ESL/Bilingual Studies/Early Literacy/Basic Skills Coach, effective the 2018-2019 school year, for reasons of administrative re-organization in the District.

14. Additional HS Extra-Curricular Proctors 2017 – 2018

To approve the following high school extra-curricular proctors for the 2017 – 2018 school year: (as recommended by the Superintendent)

Athletic Proctors \$ 45/event

Ryan Rooney
Ryan Flatley

15. District Substitutes

Approval of additional district substitutes. (as recommended by the Superintendent)

Bus Driver-\$31.00/hr.

BUS DRIVER

Joan Alexiades 124 Walnut St., RP

On roll call, motion carries

EDUCATION

A motion was made by Mr. Cancino seconded by Ms. Powers to approve the following agenda items numbered 16 and 19.

16. Education Programs ESY 2018

To approve the following summer education program(s) for 2018:

<u>2018 Extended School Year Tuition & Transportation</u>				
#1	Matheny			\$17,760.00
#2	The Reed Academy			\$16,221.00
#3	The Center for Lifelong Learning			\$4,408.00+trans
#4	The Center for Lifelong Learning			\$4,988.22+trans
#5	Piscataway Day			\$4,408.00+trans+related svcs
#6	Piscataway Day			\$4,408.00+trans
#7	DLC Warren			\$15,117.00+trans
#8	DLC New Providence			\$15,117.00+trans+related svcs
#9	The Jardine Academy			\$10,818.90+trans
#10	The Jardine Academy			\$10,818.90+trans
#11	Mt. Carmel Guild			\$8850.00+trans
#12	West Lake Academy			\$6,080.00+trans
#13	Cross Roads			\$8,405.00+trans+related svcs
<u>Extended School Year</u>				
#14	Stepping Forward Counseling Center, LLC			\$8,300.00
<u>Wilson Reading System – Individual Intervention</u>				
#15	Literacy & Learning Solutions			\$1,440.00
<u>2018 Summer Tuition Incoming</u>				
#18	Hillside			\$3,215.00

17. Education Programs 2018 – 2019

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

<u>2018-2019 Tuition and Transportation - 10 Month Programs</u>			
#1	Matheny		\$87,840.00
#2	The Reed Academy		\$97,326
#3	The Center for Lifelong Learning		\$44,820.00+trans
#4	The Center for Lifelong Learning		\$55,260.00+trans
#5	Piscataway Day		\$42,300.00+trans
#6	Piscataway Day		\$42,300.00+trans+related svcs
#7	DLC Warren		\$92,222.00+trans
#8	DLC New Providence		\$92,222.00+trans+related svcs
#9	The Jardine Academy		\$64,913.40+trans
#10	The Jardine Academy		\$64,913.40+trans
#11	Mt. Carmel Guild		\$53,100.00+trans
#12	West Lake Academy		\$51,560.00+trans
#13	Cross Roads		\$72,165+trans+related svcs
#16	Deron, Union		\$60,980.40+trans
<u>Teacher of the Visually Impaired (TVI)</u>			
#17	Monique Coleman		\$155/hr.
<u>Transportation Reimbursement - Settlement Agreement</u>			
#2	Reed Academy, Oakland		\$2,441.25

18. Education Programs 2017-2018

To approve the following education program for the 2017-2018 school year:

Home Instruction

#148 2 hrs./wk./per subj. 5/23/18 – TBD \$34.83/hr.

Bedside Instruction

#149 Brookfield/Summit Oaks Program 10/hrs./wk. 6/8/18 – TBD \$34.83/hr.

Mental Health Assessment

#150 The Family Resource Center \$225

19. Harassment/ Intimidation/Bullying Incident

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

#17027, #17028, #17029, #17030

Motion carries

BUSINESS

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

20. *Approval of Bills*

To approve the following bills for the month of June 2018:

General Current Expense	\$ 164,267.98
Capital Outlay	\$ 16,500.00
Enterprise Fund	\$ 41,494.40
Summer Camp	\$ 3,554.41
Total	\$ 225,816.79

21. *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 High School Basketball – Practices
Anthony Signorello Youth Center – gymnasium
Monday, Wednesday, Friday, June 25 – August 6, 2018
10:00AM – 12:00PM
- b. Roselle Park Pop Warner Football – Practices & Games
Herm Shaw Field
Monday – Friday, August 6 – August 31, 2018
6:00PM – 8:00PM
- c. Roselle Park Summer Camp – Summer Camp
Roselle Park Middle School – auditorium, classroom, gymnasium
Monday – Friday, June 21 – August 17, 2018
7:00AM – 6:00PM
- d. Bike Handling Clinic – Women’s Central Jersey Tri Club
Roselle Park High School – back parking lot
Sunday, July 15, 2018
8:00 AM – 1:00 PM

Use of Buildings and Grounds Requests continued

- e. Union County Director of EMT Programs – Training
Herm Shaw Field
Friday, June 29, 2018
8:30AM – 9:30AM

- f. Roselle Park Youth Baseball & Softball League – Practices & Games
Roselle Park High School – Herm Shaw Fields
Colfax: Monday – Friday, July 2018, 5:00PM – 8:00PM
Webster: Wednesday, Thursday, Friday, July 2018, 5:00PM – 8:00PM
Webster: Thursday – Sunday, July 26-29, 2018, 8:00AM -9:00PM (Tournament)

- g. Roselle Park Soccer Club – Practices & Games
Roselle Park Middle School – Woods Field
Monday – Friday, July-August 2018
6:00PM – 8:00PM

- h. Roselle Park Cabaret – Practice
Roselle Park Middle School – classroom (music room)
Monday, Wednesday, June 27, July 2, 11, 16, 25, 30, August 8, 13, 22, 27, 2018
6:30PM – 9:30PM

22. *District Contracts*

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

- a. J and J Gym Floors, LLC, sanding, refinishing, and repainting of high school gym floor, \$26,900
- b. C & M Doors Control, Inc., Robert Gordon Front Door replacement, \$7,250
- c. FX Home Remodeling, roof replacement field house, \$4,800.
- d. Triad Protective Services, Inc., security monitoring and maintenance charge, \$5,440
- e. New Jersey Door Works, Inc., middle school lunchroom doors, \$6,285.
- f. Federal Fire Protection, required annual testing and inspection of all fire extinguishers and sprinkler systems in the district, \$6,005.
- g. CQI Water Treatment, annual water treatment for all boilers in district, \$5,900.
- h. W.D. Snyder Co., concrete pad for middle school generator, \$7,500.
- i. A & S Boiler & Burner, Annual boiler cleaning for the district for 2018-2019 school year, \$8,995.
- j. Genesis Educational Services, Computerized Student Information System and annual maintenance fee, \$12,000.

District Contracts continued

- k. Educational Data Services, Inc., License and maintenance 2018-2019 cooperative purchasing and bidding services, \$ 9,330.
- l. Care Station, P.A., Medical services for the 2018-2019 school year, \$ 19,950
- m. Computer Solutions, Inc., Budgetary Accounting and Personnel software support system agreement, \$ 11,640.
- n. Cicariello Brothers, Annual trash removal for all district buildings, \$20,028.
- o. F.A.S.T. – Fire and Security Technologies, Inspection and testing of all fire alarm systems in the district, \$ 4,518.
- p. Reynolds Plumbing and Heating, gas lines for middle school generator, \$4,600.
- q. RJB Environmental, Inc. monitoring of asbestos removal at high school, \$11,950.
- r. Electrical Applications, Inc., electrical work for middle school generator, \$29,850.

23. *Approval of Minutes*

To approve the following minutes:

May 22, 2018

24. *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 2018.

25. 2018-2019 Lunch Prices

To approve the following breakfast/lunch prices for the 2018-2019 school year:

	<u>High</u>	<u>Middle</u>	<u>EJF-Aldene</u>	<u>Robert Gordon</u>	<u>Sherman</u>
<u>Breakfast</u>					
student	\$1.75	\$1.50	\$1.50	\$1.50	\$1.50
adult	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50
reduced	\$.30	\$.30	\$.30	\$.30	\$.30
<u>Lunch</u>					
student	\$3.00	\$3.00	\$2.80	\$2.80	\$2.80
adult	\$3.75	\$3.75	\$3.75	\$3.75	\$3.75
reduced	\$.40	\$.40	\$.40	\$.40	\$.40
<u>Milk Unflavored/Flavored</u>					
student	\$.65	\$.65	\$.65	\$.65	\$.65
adult	\$.65	\$.65	\$.65	\$.65	\$.65

26. Substitute Salaries

To approve the following substitute/home instruction salaries for the 2018-2019 school year: (same as last year) *(pending negotiations)

<u>Substitutes</u>	
Secretaries	\$75.00/day
Paraprofessionals	\$13.00/hr
Aides	\$10.50 /hr
Lunch Aides	\$ 9.00/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*

27. Secretary/Treasurer Report

To approve the attached secretary/treasurer report for the period ending April 30, 2018

28. *Line Item Transfers/Bill Pay Authorization*

To approve the following:

1. Direct the Business Administrator to make line item transfers within the 2017-2018 budget or to transfer funds from fund balance as needed to close out the 2017-2018 school year.
2. Direct the Business Administrator to pay all bills through August 2018.

29. *Grant Application*

To apply for the following grants:

Individuals with Disabilities Education Act FY19 (IDEA) grant in the following amount:

Basic \$468,488 and Preschool \$15,814

30. *Donation*

To accept a donation for a 220v, 24,000 BTU air conditioner to the Roselle Park Middle School.

Motion carries

A motion was made by Mr. Sekou seconded by Mr. Signorello to approve the following agenda item 31.

31. 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 \$250,000.00 into a Capital Reserve account at year end, and

WHEREAS, the Roselle Park Board of Education has determined that up to \$300,000 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

New Business

Vice President Miller complemented both graduation ceremonies at the middle and high schools.

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

Jovana Maguire, Girl Scout, commented about the elementary lunch program. Vice President Miller responded.

Jacob Magiera thanked the board for distributing letters regarding pool safety.

Saul Qersdyn, questioned tuition rates, negotiations and employee contracts.

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. Personnel – the Board reviewed the Superintendent’s annual evaluation with the Superintendent of Schools.

At approximately 8:45pm, Ms. Guercio joined the executive session.

2. Attorney/Client Privilege – the Board attorney provided guidance regarding District communications and facilities.

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; Mr. Sekou	Seconded: Mr. Signorello	Time: 7:50pm
AYE: 7	NAY: 0	

Motion to return to open session (to be moved in public session)		
Moved: Mr. Cancino	Seconded: Mr. Gerten	Time: 9:20pm
AYE: 7	NAY: 0	

Adjournment

A motion was made by Mr. Leingang seconded by Mr. Signorello to adjourn the meeting at 9:21 p.m.

Motion carries

Respectfully submitted,

Susan Guercio
School Business Administrator
Board Secretary

Next scheduled board meeting: July 24, 2018 – Middle School Auditorium 7:00PM