

ROSELLE PARK SCHOOL DISTRICT
Office of the Superintendent

March 15, 2019

TO: Loren Harms, President
Members of the Board of Education
FROM: Pedro Garrido, Superintendent
SUBJECT: AGENDA FOR BOARD MEETING – **March 19, 2019**

Notice of Meeting

This meeting, held in Sherman 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, Union Leader, the Home News Tribune, the borough clerk, school offices, and 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 <i>arrived 6:37</i>
Susan Carlstrom	Paul Santangelo <i>arrived 7:11</i>
Marissa Falcon	
<i>Chad Hemenway & Kimberly Powers were 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
2. Attorney/Client Privilege

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: Ms. Carlstrom	Time: 6:32
AYE: 5	NAY: 0	

Motion to return to public session (to be moved in public session)		
Moved: Mr. Miller	Seconded: Vice President Signorello	Time: 7:06
AYE: 6	NAY: 0	

Committee Reports

Vice President Signorello attended the UCSBA 2019 “Unsung Heroes Awards” and stated that it was an amazing ceremony.

Matthew Leingang reported on the informational meeting between the Board and Borough officials where redevelopment and pilot programs were discussed. The group intends to meet again when mutual needs arise.

Superintendent’s Report

Harassment, Intimidation, Bullying – Investigations, Trainings and Programs Report by Ellen Bachert, District Anti-Bullying Coordinator. She reported on several activities: Kindness Challenge, Character Education, Mallory’s Army Assembly, Breaking the Cycle Assembly and the Week of Respect.

Mr. Garrido spoke of the School Performance Report and a future presentation of the report at a May board meeting. He also gave an update on the interview process for the Business Administrator position.

POLICY

A motion was made by Vice President Signorello and seconded by Ms. Carlstrom to approve agenda items 1 and 2.

1. District Policy – Second Reading 5118

To approve the following NONRESIDENTS district policy: (second reading)

5118 NONRESIDENTS

2. District Policy – Second Reading 5142.2

To approve the following PHYSICAL RESTRAINT district policy: (second reading)

5142.2 PHYSICAL RESTRAINT

On roll call, motion carries

PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by Vice President Signorello seconded by Mr. Miller to approve the following agenda items 3 through 10.

3. District Substitutes

To approve additional district substitutes. (as recommended by the Superintendent)
NJ certified teachers=\$100/day; Sub Certified=\$95/day; Paraprofessionals \$11.50/hr.

TEACHERS

Arianna Parraga	427 Spruce St., RP	Rutgers BA '17	Grades K-12
Roxanne Reynolds	626 Myrtle Ave., RP	Sch Vis Arts '97	Grades K-12
April Tansey	808 Larch St., RP	attending Montclair	Grades K-12
Martha Stephens	214 W. Lincoln Ave., RP	Columbia '91	Grades PK-5

PARAPROFESSIONALS

Arianna Parraga	427 Spruce St., RP
Roxanne Reynolds	626 Myrtle Ave., RP
Martha Stephens	214 W. Lincoln Ave., RP

4. Staff Resignation

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

- a. Martha Stephens, Robert Gordon, Paraprofessional, effective March 8, 2019
- b. Nida Abdulla, Aldene, Special Education Teacher, effective March 19, 2019

5. Staff Appointments

To approve the following staff appointment (as recommended by the Superintendent)

- a. Claudia Buccine, Aldene, Paraprofessional, effective March 20, 2019 through June 30, 2019, 5.5 hrs./day at \$15.74/hr. + toileting
- b. Fredy Acevedo, Sherman, Custodian, effective April 1, 2019 through June 30, 2019 at a salary of \$40,508 (pro-rated) (repl. T. Nechuta)

6. *Maternity Leave of Absence Request (Tricia Eger, Middle School, Special Ed Teacher)*

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Tricia Eger commencing on April 19, 2019 and extending through May 19, 2019. Tricia Eger will use accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary and health benefits from April 19, 2019 through May 19, 2019. 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 Tricia Eger following the birth of her child. Tricia Eger will use the remainder of her accumulated sick leave days during this post-disability period, and continue to receive salary from May 20, 2019 through June 20, 2019. The employee will also receive health benefits during this period. 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 Tricia Eger commencing September 2, 2019 and extending through November 22, 2019. 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.

RESOLVED, that the Board, upon recommendation of the Superintendent, approves the contractual child care leave of absence of Tricia Eger pursuant to the Collective Bargaining Agreement between the Board and the Roselle Park Education Association commencing November 25, 2019 and extending through December 19, 2019. The employee shall return to the District on December 20, 2019. 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.

7. *Maternity Leave of Absence Extension Request*

To approve the following maternity leave of absence extension request (as recommended by the Superintendent)

	<u>From</u>	<u>To</u>
Christina Shaute	January 2, 2019	January 2, 2019
Sherman School Teacher	through March 31, 2019	through June 30, 2019

8. *Staff Retirement Revision*

To approve the following retirement revision (as recommended by the Superintendent):

Susan Guercio, School Business Administrator/Board Secretary, effective retirement date revised from July 1, 2019 to August 31, 2019.

9. *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 Mary Kessler, Aldene, Paraprofessional (to include administrators, custodian/maintenance and full time non-unit personnel)

10. *Change of Assignment*

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

	<u>From:</u>	<u>To:</u>
a. Lewis Mancine	Aldene Paraprofessional 6.5 hrs/day \$15.74/hr.	Aldene Paraprofessional 7 hrs/day \$15.74/hr. effective 3/15/2019
b. Marcela Assuncao	Aldene Paraprofessional 5.5 hrs/day \$15.74/hr.	Aldene Paraprofessional 5.5 hrs/day + toileting \$16.74/hr. effective 1/2/2019

On roll call, motion carries

EDUCATION

A motion was made by Mr. Santangelo seconded by Mr. Miller to approve the following agenda item number 11 through 14.

11. Education Programs

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

<u>Bedside Instruction</u>				
#216	PESI	5/hrs./wk.	2/26/19 – TBD	\$34.83/hr.
<u>Home Instruction</u>				
#217		2 hrs./wk./per subj.	3/6/19 – TBD	\$34.83/hr.
#218		1 hr./wk./per subj.	2/28/19 – TBD	\$34.83/hr.
<u>Home Instruction & Sign Language Interpretation</u>				
#219		2 hrs./wk./per subj.	3/20/19 – TBD	\$60.00/hr.
<u>Tuition (outgoing)</u>				
#220		East Mountain		\$28,191.60
<u>Tuition Terminated</u>				
#221		The Academy – West Orange	3/1/2019	
<u>Wilson Reading System-Individual Intervention-Extension of Contract</u>				
#222		Literacy & Learning Solutions		\$1,800.00

12. Educational Trip Requests

To approve the following district educational trip requests:

- a. Short Hills & Livingston Malls March 13, 2019 Grades 11 &12
 Students will be starting a design project using the malls to illustrate the different designs.

13. Workshop Attendance Request

To approve the following staff workshop attendance request:

Raymond Bangs Vernier Technology Workshop, Newark April 25, 2019 \$340.84

14. Curriculum Adoption

To approve the adoption of the updated K-12 Amistad curriculum and updated K-12 Holocaust/Genocide curriculum in accordance with the respective New Jersey Student Learning Standards.

Motion carries

BUSINESS

A motion was made by Mr. Leingang seconded by Ms. Carlstrom to approve the following agenda items 15 through 21.

15. Monthly Certification

A. Board Secretary's Monthly Certification, Budgetary Line Item Status

Pursuant to N.J.A.C. 6:20-2.13(d), I certify that as of February 28, 2019 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18:22-8.1

Board Secretary

Date

B. Board of Education's Monthly Certification, Budgetary Major Account/Fund Status

Pursuant to N.J.A.C. 6:20-2.13(e), we certify that as of February 28, 2019 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20- 2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator/Board Secretary and is assumed by the board to be correct.

16. Use of Buildings and Grounds

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

- a. Zumba/ Fitness Dance Classes - Charity Event
Robert Gordon – stage, gymnasium, sound equipment
Saturday, May 11, 2019
3:00PM – 6:00PM
- b. Zumba - Dance Class
Sherman School – gymnasium
Friday, April 5, 2019
6:30PM – 8:30PM
- c. Roselle Park Youth Cheerleading – Practice
Robert Gordon – gymnasium
Monday – Friday, April, May, June 2019
6:00PM – 9:00PM
- d. Robert Gordon PTA – Vendor Fair
Roselle Park High School – students’ cafeteria
Friday, April 26, 2019
5:00PM – 9:00PM
- e. The Work Family Connection – Full Day Program
Anthony Signorello Youth Center – gymnasium, main room
Monday – Friday, April 15-18, 2019
7:00AM – 6:00PM
- f. Borough of Roselle Park – Celebration of Colors & Pride Month
High School, Herm Shaw Field, auditorium, stage, gymnasium, students’ cafeteria
Sunday, May 19, 2019 (set up day – May 17, 2019)
3:00PM – 11:00PM
- g. Roselle Park Girl Scouts – Bridging Ceremony
Middle School – auditorium, stage, gymnasium
Monday, June 10, 2019
6:00PM – 8:30PM

Use of Buildings and Grounds continued

- h. Borough of Roselle Park – Hispanic Heritage Festival
High School, Herm Shaw Field, stage, gymnasium, students’ cafeteria
Saturday, June 15, 2019
5:00PM – 11:00PM

- i. Borough of Roselle Park – July 4th Fireworks
High School, Herm Shaw Field
Wednesday, July 3, 2019 (set up July 2, 2019) (raindate Sunday, July 7, 2019)
12:00PM – 11:00PM

- j. Roselle Park Soccer Club – Practices
Roselle Park High School – Fields
Wednesdays, Thursdays, March 11 – June 23, 2019, 6:30PM – 8:30PM
Saturdays, March 11 – June 23, 2019, 9:00AM – 5:30PM
Sundays, March 11 – June 23, 2019, 1:00PM – 5:30PM

- k. Panther Soccer Club – Practice
Roselle Park High School – Colfax Fields
Tuesdays, Thursdays, March 12 – June 13, 2019
6:30PM – 8:00PM

- l. Roselle Park Youth Baseball & Softball League – Practices
Roselle Park High School – Colfax Field
Monday, Friday, Saturday, Sunday, March 11 – June 23, 2019 – 6:30PM -8:30PM
Roselle Park High School – Webster
Monday – Friday, March 11 – June 23, 2019 – 6:00PM -8:00PM
Saturday, Sunday, March 11 – June 23, 2019 – 9:00AM -8:00PM

- m. Roselle Park Youth Baseball & Softball League – Picture Day
Anthony Signorello Youth Center – common area
Saturday, May 4, 2019
8:00AM – 3:00PM

- n.. Roselle Park Soccer Club – Practices
Middle School – fields
Monday – Friday, March 9 – June 16, 2019, 5:30PM- 8:30PM
Saturday, Sunday, March 9 – June 16, 2019, 9:00AM – 6:00PM

- o. The Work Family Connection – Science Fair Event
Middle School – auditorium, library, gymnasium, students’ cafeteria
Thursday, June 6, 2019
2:45PM – 6:30PM

Use of Buildings and Grounds continued

- p. Roselle Park Dad's Club – Union/Essex All-Star Wrestling Match
High School – gymnasium
Wednesday, March 20, 2019
6:00PM – 9:00PM

17. Approval of Bills

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

General Current Expense	\$341,170.35
Special Revenue Funds	\$ 16,727.87
Enterprise Fund	<u>\$ 58,435.57</u>
Total	\$416,333.79

18. Public Budget Hearing

To establish Tuesday, April 30, 2019 at 7:00 PM as the Public Budget Hearing, to be held in the High School Library Media Center, 185 West Webster Avenue.

19. Approval of Minutes

To approve the following minutes:

February 26, 2019

20. Approval of Transfers

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

OTHER PURCHASED SERV	11-000-222-500	\$42,200.00	\$1,857.00	\$44,057.00
CLEANING,REPAIR,MAINT SER	11-000-270-420	\$23,066.00	\$10,000.00	\$33,066.00
SUPPLIES & MATERIALS	11-000-221-600	\$56,316.64	-\$1,857.00	\$54,459.64
TRANSPORTATION - ESC	11-000-270-518	\$253,341.22	-\$10,000.00	\$243,341.22
		\$374,923.86	\$0.00	\$374,923.86

21. Secretary/Treasurer Report

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

Motion carries

A motion was made by Mr. Santangelo seconded by Vice President Signorello to approve the following agenda item 22.

22. Tentative Budget

To approve the following resolution:

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 School Year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2019-2020 Expenditures	\$35,071,147	\$1,772,424	\$675,300	\$37,518,871
Less: Anticipated Revenues	\$13,316,169	\$1,772,424	\$ 0	\$15,088,593
Taxes to be Raised	\$21,754,978	\$ 0	\$675,300	\$22,430,278

And to advertise said tentative budget in the Union County Local Source in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the High School Library Media Center, 185 W. Webster Avenue, on Tuesday, April 30, 2019 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year.

On roll call, motion carries

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

Adjournment

A motion was made by Mr. Miller seconded by Vice President Signorello to adjourn the meeting at 7:36 p.m.

Motion carries

Respectfully submitted,

Susan Guercio
School Business Administrator
Board Secretary

Next scheduled board meeting: March 26, 2019 – Sherman gymnasium/auditorium - 7:00 PM