ROSELE PARK SCHOOL DISTRICT  
Office of the Superintendent  

May 4, 2016  

TO: Christopher Miller, President  
Members of the Board of Education  

FROM: Pedro Garrido, Superintendent  

SUBJECT: AGENDA FOR BOARD MEETING – May 10, 2016  

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 Miller  
Troy Gerten (arrived 6:15)  
Vice President Harms  
Scott Nelson  
Alexander Balaban (arrived 6:45)  
Sundjata Sekou (arrived 6:40)  
Kevin Cancino  
Jeofrey Vita  
Rodric Bowman was 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 – The Superintendent advised the Board on his recommendations for the non-renewal of non-tenured staff.
2. Personnel – The Board discussed a physician’s report regarding an employee.
3. Personnel – The Board discussed approving the administrative leave of an employee.
4. Attorney/Client Privilege – The Board attorney provided legal guidance on potential conflicts of interest.

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: Vice President Harms  
Seconded: Mr. Cancino  
Time: 6:08PM  
AYE: 5  
NAY: 0
Motion to return to public session (to be moved in public session)
Moved: Mr. Nelson  Seconded: Mr. Vita  Time: 7:10PM
AYE: 8  NAY: 0

Public Participation – 7:00 PM – Agenda Items Only

Saul Qersdyn, questioned agenda items #1, #9, #15 and #16. Superintendent Garrido responded.

Committee Reports

Vice President Harms reported on the light poles on the High School Athletic Complex.

Mr. Nelson reported on the High School’s collaboration with Kean University.

Superintendent’s Report

Board Secretary Guercio reads a prepared statement on the lead testing of water in the District.

Superintendent Garrido reported on the filming at the Middle School about our one-to-one initiative.
Also, he reported on the QSAC interim review, World Language in the Elementary Schools and PARCC testing.

PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by Mr. Gerten seconded by Vice President Harms to approve the following agenda items 1 through 5.

Mr. Gerten wished Nora DeNike a Happy Retirement and thanked her for her many years of service. Also, he questioned agenda items #9 and #14. Superintendent Garrido responded.

Mr. Sekou and Mr. Balaban commented on agenda item #16.

1. Staff Resignation

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

   Christine Muench, Director of the Academy, effective June 30, 2016.
2. **Staff Retirement**

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

Nora DeNike, High School, Administrative Assistant, effective June 30, 2016

3. **Staff Appointments**

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

a. Valdete Zherka, Aldene, Paraprofessional, 6.5 hrs/day, $14.52/hr + $1/hr for toileting, effective 4/25/2016 (repl. J. DeLuca)

b. Christopher Moore, Robert Gordon, Paraprofessional, 6 hrs./day, $14.52/hr, effective 4/18/2016 (new position)

4. **Speech/Language Evaluations**

To approve the following staff to do Speech/Language Evaluations as needed at a rate of $34.83/hr. effective 2/17/16 – 4/8/16 (repl. M. Felicio)

Mary Reagan Tara Mc Donald Stephanie Gomez

5. **Leave of Absence**

Be it resolved, that the Roselle Park Board of Education, based upon the recommendation of the Superintendent, places Employee # 4193 on an administrative leave of absence, with pay, retroactive to May 9, 2016, and until further notice or action by the Board.

On roll call, motion carries

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**EDUCATION**

A motion was made by Mr. Nelson seconded by Mr. Vita to approve the following agenda items 6 through 9.
6. **Education Programs**

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

- **Mental Health Assessment/Fit to Return**
  
  #104 The Family Resource Center
  
  $200

- **Home Instruction**

  #105 1hr./wk/Acellus Training/Follow Up
  
  3/16 – TBD
  
  $34.83/hr.

7. **Educational Trip Request**

To approve the following district 2016 educational trip request:

- **a)** Gaylord Opryland, Nashville, Tenn. June 28-July 2, 2016 Grades 10-12 Technology Student Association National Conference

- **b)** MSNBC & NBC Studios, NYC May 18, 2016 RPTV students
  
  Students will to get to see a live broadcast & get studio tours.

- **c)** Hyatt, Morristown May 26, 2016 RPTV students
  
  Students will participate in workshops related to video production & broadcasting.

8. **Workshop Attendance Request**

To approve the following staff workshop attendance request:

Vince Fucci, Yearbook Advisor, Herff Jones Signature Camps, Scranton, PA., July 13-16, 2016, $350.00

9. **Summer Studio Program**

To approve the summer program in Architectural Design called Summer Studio, 6hrs/day, Monday-Friday, July 11-22, 2016 (No cost to the district)

Motion all aye
BUSINESS

A motion was made by Mr. Cancino seconded by Vice President Harms to approve the following agenda items 10 through 15.

10. 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 April 30, 2016 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 April 30, 2016 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.

11. Approval of Bills

To approve the following bills for the month of April 2016:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Current Expense</td>
<td>$ 752,858.98</td>
</tr>
<tr>
<td>Special Revenue Funds</td>
<td>$ 34,754.00</td>
</tr>
<tr>
<td>Enterprise Fund</td>
<td>$ 19,331.91</td>
</tr>
<tr>
<td>Total</td>
<td>$ 806,944.89</td>
</tr>
</tbody>
</table>

12. Secretary/Treasurer Report

To approve the secretary/treasurer report for the period ending March 31, 2016.
13. 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 – Bridging Ceremony
   Roselle Park Middle School – auditorium & stage
   Monday, June 13, 2016
   6:00PM – 8:00PM

b) Roselle Park Wrestling – Tournament
   Roselle Park High School – gymnasium
   Saturday, June 18, 2016
   7:30AM – 6:00PM

c) Roselle Park Youth Football & Cheer – Cheer Practice
   Robert Gordon – gymnasium
   Monday – Thursday, May & June 2016
   6:00PM – 9:00PM

d) Roselle Park Summer Camp – Open House
   Roselle Park High School – students’ cafeteria
   Thursday, May 5, 2016
   6:00PM – 9:00PM

e) Roselle Park Summer Camp
   Roselle Park High School
   Monday – Friday, June 27 – August 19, 2016
   7:30AM – 6:00PM

f) Roselle Park Summer Camp – Set Up
   Roselle Park High School
   Thursday, Friday, June 23 & 24, 2016

g) Roselle Park Summer Camp – Theater Camp Auditions
   Roselle Park High School – auditorium, stage
   Wednesday, Thursday, June 15, 16, 2016
   6:00PM – 9:00PM

h) Roselle Park Robotics Club – Frisbee Event
   Roselle Park High School – Herm Shaw Field
   Thursday, May 26, 2016
   4:00PM – 7:30PM
Use of Buildings and Grounds continued

i) Sherman School – Spring Concert
   Middle School – auditorium, stage
   Wednesday, May 25, 2016
   6:00PM – 9:00PM

j) Roselle Park Youth Baseball/Softball League – Picture Day
   Roselle Park High School – students’ cafeteria
   Saturday, May 14, 2016
   8:00AM – 2:00PM

k) Roselle Park Soccer Club – Photos
   Roselle Park High School – the grove
   Saturday, May 14, 2016
   9:00AM – 5:00PM

l) The Work Family Connection – Family Night
   Roselle Park Middle School – kitchen, teachers’ cafeteria
   Tuesday, May 17, 2016
   6:00PM – 8:30PM
14. Approval of Transfers

To approve the following transfers for the month of April 2016:

<table>
<thead>
<tr>
<th>Category</th>
<th>Code</th>
<th>Amount</th>
<th>Prior Year</th>
<th>New Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTHER PURCH SERV</td>
<td>11-000-211-500</td>
<td>$7,885.00</td>
<td>$300.00</td>
<td>$8,185.00</td>
</tr>
<tr>
<td>SALARIES</td>
<td>11-000-213-100</td>
<td>$337,423.00</td>
<td>$8,575.00</td>
<td>$345,998.00</td>
</tr>
<tr>
<td>OTHER SAL FOR INSTRUCT</td>
<td>11-000-217-106</td>
<td>$275,326.00</td>
<td>$10,486.00</td>
<td>$285,812.00</td>
</tr>
<tr>
<td>PURCH PROF SERVICES</td>
<td>11-000-223-320</td>
<td>$12,513.00</td>
<td>$328.00</td>
<td>$12,841.00</td>
</tr>
<tr>
<td>OTHER PURCH SERV</td>
<td>11-000-223-500</td>
<td>$20,480.00</td>
<td>$727.00</td>
<td>$21,207.00</td>
</tr>
<tr>
<td>LEGAL SERVICES</td>
<td>11-000-230-331</td>
<td>$124,392.00</td>
<td>$22,416.00</td>
<td>$146,808.00</td>
</tr>
<tr>
<td>MISC EXPENDITURES</td>
<td>11-000-230-890</td>
<td>$22,883.01</td>
<td>$146.00</td>
<td>$23,029.01</td>
</tr>
<tr>
<td>BOE MEMBERSHIP DUES</td>
<td>11-000-230-895</td>
<td>$14,105.00</td>
<td>$103.00</td>
<td>$14,208.00</td>
</tr>
<tr>
<td>SAL OF SEC ASST</td>
<td>11-000-240-105</td>
<td>$408,067.00</td>
<td>$2,821.00</td>
<td>$410,888.00</td>
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<tr>
<td>UNUSED VACATION</td>
<td>11-000-240-199</td>
<td>$0.00</td>
<td>$3,243.00</td>
<td>$3,243.00</td>
</tr>
<tr>
<td>SALARIES</td>
<td>11-000-261-100</td>
<td>$207,094.00</td>
<td>$3,718.00</td>
<td>$210,812.00</td>
</tr>
<tr>
<td>CLEANING,REPAIR,MAINT</td>
<td>11-000-262-420</td>
<td>$119,153.32</td>
<td>$862.00</td>
<td>$120,015.32</td>
</tr>
<tr>
<td>OTHER PURCH SERV</td>
<td>11-000-262-590</td>
<td>$9,476.00</td>
<td>$630.00</td>
<td>$10,106.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-110-100-101</td>
<td>$396,795.00</td>
<td>$857.00</td>
<td>$397,652.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-120-100-101</td>
<td>$3,434,448.00</td>
<td>$7,120.00</td>
<td>$3,441,568.00</td>
</tr>
<tr>
<td>SALARIES</td>
<td>11-150-100-101</td>
<td>$4,500.00</td>
<td>$5,044.00</td>
<td>$9,544.00</td>
</tr>
<tr>
<td>OTHER SAL FOR INSTRUCT</td>
<td>11-205-100-106</td>
<td>$35,018.00</td>
<td>$82.00</td>
<td>$35,100.00</td>
</tr>
<tr>
<td>MISC EXPENDITURES</td>
<td>11-402-100-890</td>
<td>$19,252.00</td>
<td>$177.00</td>
<td>$19,429.00</td>
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<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-230-100-101</td>
<td>$352,433.00</td>
<td>$25,476.00</td>
<td>$326,957.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>11-140-100-101</td>
<td>$3,337,673.00</td>
<td>$16,469.00</td>
<td>$3,321,204.00</td>
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<tr>
<td>SUPPLIES AND MATERIALS</td>
<td>11-000-221-600</td>
<td>$69,005.81</td>
<td>$555.00</td>
<td>$68,450.81</td>
</tr>
<tr>
<td>OTHER OBJECTS</td>
<td>11-000-221-800</td>
<td>$1,000.00</td>
<td>$500.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>AUDIT FEES</td>
<td>11-000-230-332</td>
<td>$20,000.00</td>
<td>$1,500.00</td>
<td>$18,500.00</td>
</tr>
<tr>
<td>PURCH PROF SERVICES</td>
<td>11-000-262-300</td>
<td>$82,000.00</td>
<td>$5,000.00</td>
<td>$77,000.00</td>
</tr>
<tr>
<td>SALARIES</td>
<td>11-402-100-100</td>
<td>$315,200.00</td>
<td>$177.00</td>
<td>$315,023.00</td>
</tr>
<tr>
<td>HEALTH BENEFITS</td>
<td>11-000-291-270</td>
<td>$5,966,567.00</td>
<td>$17,958.00</td>
<td>$5,948,609.00</td>
</tr>
<tr>
<td>OTHER PURCH SERV</td>
<td>20-231-200-500</td>
<td>$4,000.00</td>
<td>$1,528.00</td>
<td>$5,528.00</td>
</tr>
<tr>
<td>SUPPLIES AND MATERIALS</td>
<td>20-250-100-600</td>
<td>$51,489.00</td>
<td>$11.00</td>
<td>$51,500.00</td>
</tr>
<tr>
<td>OTHER PURCH SERV</td>
<td>20-260-200-500</td>
<td>$6,657.00</td>
<td>$586.00</td>
<td>$7,243.00</td>
</tr>
<tr>
<td>SALARIES OF TEACHERS</td>
<td>20-231-100-101</td>
<td>$280,852.00</td>
<td>$18.00</td>
<td>$280,834.00</td>
</tr>
<tr>
<td>SUPPLIES AND MATERIALS</td>
<td>20-231-100-600</td>
<td>$9,480.00</td>
<td>$1,510.00</td>
<td>$7,950.00</td>
</tr>
<tr>
<td>PERSONAL SERVICES</td>
<td>20-250-200-200</td>
<td>$23,092.00</td>
<td>$11.00</td>
<td>$23,081.00</td>
</tr>
<tr>
<td>SUPPLIES AND MATERIALS</td>
<td>20-260-200-600</td>
<td>$330.00</td>
<td>$330.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>PURCH PROF SERVICES</td>
<td>20-260-200-300</td>
<td>$10,000.00</td>
<td>$256.00</td>
<td>$9,744.00</td>
</tr>
</tbody>
</table>

| Total                           |                  | $15,978,577.14| $0.00      | $15,978,577.14|
15. Bid Award

To approve the following bid to the lowest responsible bidder: (copy on file in business office)
(through Hunterdon County Educational Services Commission Lease Purchase Bidding/Financial Advisory Service)

WHEREAS, a recommendation was made by the Superintendent of Schools to the Roselle Park Board of Education (“Board”) to seek a contract for a Lease Purchase Agreement for the purchase of various educational materials and equipment (hereinafter “Lease Purchase”); and

WHEREAS, The Lease Purchase was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-1; and

WHEREAS, on Tuesday, May 3, 2016 the Board received bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq.; and

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Index Federal Reserve H-15 like term date/term</th>
<th>Purchase Option Penalty (% of outstanding Principal balance)</th>
<th>Rate Bid</th>
<th>Additional Fee/effective yield</th>
</tr>
</thead>
<tbody>
<tr>
<td>US Bancorp Government Leasing &amp; Finance, Inc.</td>
<td>1.25%,/5yr., 4/22/16</td>
<td>103%</td>
<td>1.741%</td>
<td>No Escrow Fee for first 6 months. $500/6months after month 6</td>
</tr>
<tr>
<td>Municipal Leasing Consultants, VT</td>
<td>1.14%/4 yr. 4/22/16</td>
<td>101%</td>
<td>2.97%</td>
<td>$500 Escrow</td>
</tr>
</tbody>
</table>

WHEREAS, the bid submitted by US Bancorp Government Leasing & Finance, Inc. (“US Bancorp”) has been reviewed and has been determined to be in compliance with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1, et seq.; and

NOW THEREFORE:

BE IT RESOLVED, that the Board hereby awards the Lease Purchase Agreement to US Bancorp at the rate bid of 1.741%.

Dated: 5/10/2016
Susan Guercio
Board Secretary

Motion all aye
A motion was made by Vice President Harms seconded by Mr. Cancino to approve the following agenda item 16.

16. Adoption of the 2016-2017 School Year Budget And Tax Levy

To approve the following resolution:

WHEREAS, the Roselle Park Board of Education adopted a tentative budget on March 22, 2016 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on March 29, 2016; and

WHEREAS, the tentative budget was advertised in the legal section of the Union County Local Source on April 21, 2016; and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 26, 2016; and

WHEREAS, the total amount of the budget for General Fund Expenses shall be $32,409,907, of which $21,055,914 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Special Revenue Fund Expense shall be $790,948, of which $0.00 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Debt Service Expense shall be $703,550 of which $703,550 shall be raised by tax levy.

NOW THEREFORE, BE IT RESOLVED that the Roselle Park Board of Education hereby adopts the 2016-2017 School Year budget and,

BE IT RESOLVED that there should be raised for the General Funds $32,409,907 for the ensuing School Year (2016-2017) and

BE IT RESOLVED that there should be raised for Debt Service Funds, $703,550 for the ensuing School Year (2016-2017).

On roll call, motion carries


**Continuing Business**

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Students Removed</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>January 19</td>
<td>0 students</td>
</tr>
<tr>
<td>February 2</td>
<td>1 student</td>
</tr>
<tr>
<td>February 23</td>
<td>2 students</td>
</tr>
<tr>
<td>March 8</td>
<td>0 students</td>
</tr>
<tr>
<td>March 22</td>
<td>0 students</td>
</tr>
<tr>
<td>April 5</td>
<td>0 students</td>
</tr>
<tr>
<td>April 26</td>
<td>0 students</td>
</tr>
<tr>
<td>May 10</td>
<td>0 students</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>4 students</strong></td>
</tr>
</tbody>
</table>

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**Public Participation**

Saul Qersdyn, questioned if the board member not attending tonight’s meeting gave notice. Superintendent Garrido responded yes. Also, he questioned the Middle School fields being locked and lead testing at the schools.

President Miller suggested a schedule be posted for the Middle School fields.

Joanne Goodis reported that older boys were on the soccer field when not permitted. She suggested the police should be called to escort them off.

Eugene Meola questioned if the doors are being locked at night.

Jen Jaskula clarified that the Middle School gates were not locked only the goals were.

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Minutes  
May 10, 2016  
Open Session  

**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.

**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;  

Moved  
Seconded  
Time  
AYE  
NAY

Motion to return to open session (to be moved in public session)  
Moved  
Seconded  
Time  
AYE  
NAY

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**Adjournment**  
A motion was made by Vice President Harms seconded by Mr. Vita to adjourn the meeting at 8:05PM.

Motion all aye

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Respectfully submitted,

Susan Guercio  
School Business Administrator  
Board Secretary

Next scheduled board meeting: May 24, 2016 – Roselle Park Middle School Auditorium – 7:00pm