

ROSELLE PARK SCHOOL DISTRICT
Office of the Superintendent

May 18, 2018

TO: Loren Harms, President
Members of the Board of Education
FROM: Pedro Garrido, Superintendent
SUBJECT: AGENDA FOR BOARD MEETING – May 22, 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 6:03</i>	Sundjata Sekou <i>arrived 6:20</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 provided the Board with employment recommendations regarding District positions.

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: 6:02PM
AYE: 6	NAY: 0	
Motion to return to public session (to be moved in public session)		
Moved: Mr. Cancino	Seconded: Ms. Powers	Time: 7:00PM
AYE: 8	NAY: 0	

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

Elizabeth Qersdyn, questioned agenda item #15. Board Secretary Guercio responded.

Jacob Magiera, questioned the details of executive session. Board Attorney Osborne responded that the subject is confidential.

Superintendent’s Report

Superintendent Garrido reported on the survey for strategic planning, the bid award for the STEAM Wing construction, the Memorial Day parade, the end of year events on our website and the upcoming celebration of our Educators of the Year at our June 12th board meeting.

Harassment, Intimidation, Bullying – Investigations, Trainings and Programs Report was given by Ellen Bachert, District Anti-Bullying Coordinator. This report must be done twice a year. The district will continue to do everything it can to ensure bullying does not exist.

Principal’s Report

Mrs. Kenny thanked the community and the board for the opportunity to be principal of Robert Gordon. Mrs. Kenny is proud to have served at such a special place.

Student Recognition

The following students will be recognized for exceeding expectations, level 5 on the spring 2017 PARCC ELA as students in Robert Gordon:

Annalisa Ayala	Adam Lakomy	Addison Oakley
Matthew Drada	Tom Manoj	

The following student will be recognized for exceeding expectations, level 5 on the spring 2017 PARCC Math in Robert Gordon:

Karen Saavedra

The following student will be recognized for exceeding expectations, level 5 on the spring 2017 PARCC ELA and Math in Robert Gordon:

Lilyanne Curry

Minutes
May 22, 2018
Open Session
Student Recognition continued

The following students will be recognized as Robert Gordon Student Council Representatives:

Brayden D’Amico	Benjamin Carneiro	Brianna Appello
Leandro Alves	Samantha D’Amico	Elissa Glebocki
Logan Mathew	Emilia Diaz	Sarah Leone
Nicol Torres	Dennis Gjokaj	Melanis Xotel
Victoria McNair	Colin King	Ava Griffin
Kaitlyn Sanchez	Lilyanne Curry	

The following student will be recognized as Robert Gordon’s Student Council President:

Johnny Allan

The following student will be recognized as Robert Gordon’s Student Council Vice President:

Hannah Djokic

The following student will be recognized as Robert Gordon’s Student Council Secretary:

Aidan Bond

President Harms congratulated the students and thanked Mrs. Kenny for her service to the district.

PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by Mr. Gerten seconded by Mr. Sekou to approve the following agenda items 1 through 9.

1. District Substitutes

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

NJ Certified Teachers-\$100/day, Sub Certified-\$95/day

TEACHERS

Chanell Cuadros	205 E. Clay Ave., RP	Kean BA ’05	PK- 12
Morgan Etlinger	26A Seafoam Ave., Winfield Pk	E.Stroudsburg attending	PK-8
Aiyetutu Sorinwa	745 Lindegar St., Linden	Lagos Nigeria AB ’09	PK-5

2. *Staff Appointments*

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

- a. Maria Alvarez, Robert Gordon, Paraprofessional, effective May 23, 2018 through June 30, 2018 4.75 hrs./day, 5 days/week at \$15.28/hr. (repl. M. Carr)
- b. Ashley Rochford, Robert Gordon, Paraprofessional, effective May 23, 2018 through June 30, 2018 6 hrs./day, 5 days/week at \$15.28/hr. (repl.E. Gallagher)
- c. Marissa Manzi, District, Speech Teacher, effective September 1, 2018 through June 30, 2019 at M1 \$60,124*. (repl. M. Regan)
- d. James Shriner, District, School Safety Specialist, effective January 1, 2018.

3. *Maternity Leave of Absence Request (Alexandra Martinho, Aldene, Teacher)*

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Alexandra Martinho commencing on September 4, 2018 and extending through September 14, 2018. Alexandra Martinho will use accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary and health benefits from September 1, 2018 through September 14, 2018. 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 Alexandra Martinho, following the birth of her child. Alexandra Martinho will use accumulated sick leave days during this post-birth disability period, and continue to receive salary from September 15, 2018 through October 15, 2018. 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 Alexandra Martinho commencing October 15, 2018 and extending through December 31, 2018. 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. The employee shall return to the District on January 2, 2019.

4. *Medical Leave of Absence Extension Request*

To approve the medical leave of absence extension request:

	<u>From:</u>	<u>To:</u>
Robert Glomb	January 30, 2018 Through May 31, 2018	January 30, 2018 through June 30, 2018

5. *Kindergarten Assessment Personnel*

To approve the following teachers to administer the kindergarten assessment after the end of the school year, 6hrs./day at the contractual rate, \$34.83/hr.: (as recommended by the Superintendent)

<u>2 days</u>		<u>1 day</u>
Kristen Saunders	Dawn Marie Warren	Isabel Guarino
Dina Cashin	Stephanie Leonardis	Wendy Ozeri
Amber Ingenito	Michelle Pfeiffer	Vanessa Garaio

6. *Elementary Activity Proctor*

To approve the following additional 2017-2018 elementary activity proctor: (as recommended by the Superintendent)

Elementary Activity Proctor - \$30/event
Aldene – Becky Antonelli
Alex Martinho

7. *Fall 2018 Sports Physical Personnel*

To authorize the following personnel to conduct physicals for the 2018 fall sports season under the direction of the Assistant Principal for Athletics at the contractual hourly rate, \$34.83/hr. or *comp time (as recommended by the Superintendent) (as per RPEA contract)

	<u>June 21, 22, 25, and 26, 2018</u>	
Brenda Litterer – 4 days*	Janice Haddad – 4 days*	Kerri Cartnick – 4 days*
Elissa Hussey - 1 day*		

8. Additional MS Activity Chaperones 2017-2018

To approve the following middle school activity chaperones for the 2017-2018 school year: (as recommended by the Superintendent) (as per RPEA contract)

	<u>Activity Chaperones \$32.26/hr.</u>
Luisa Villegas	Anthony Delaney

9. Change of Assignment

To approve the following change of assignment for the 2017 – 2018 school year (as recommended by the Superintendent) (as per RPEA contract)

a. Shianne Chasidee Martinez	<u>From</u> Aldene Paraprofessional 4.75 hrs/day \$15.28/hr.	<u>To</u> Aldene Paraprofessional 5.5 hrs/day \$15.28/hr. (effective 5/23/18)
------------------------------	---	---

On roll call, motion carries

EDUCATION

A motion was made by Mr. Signorello seconded by Mr. Cancino to approve the following agenda items numbered 10 through 15.

10. Education Program(s)

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

<u>Cancellation of Transportation</u>			
#139	Somerset Secondary Academy		effective 5/25/2018
<u>Home Instruction</u>			
#140	2 hrs./wk./per subj.	5/8/18 – TBD	\$34.83/hr.
#141	1 hr./wk./per subj.	5/14/18 – TBD	\$34.83/hr.
<u>Bedside Instruction</u>			
#142	UCESC	5/hrs./wk.	5/17/18 – TBD \$98/hr.
<u>Tuition (Incoming)</u>			
#143	South Orange Public Schools	5/21/18 – 6/30/18	\$31,255(pro-rated)
<u>Tuition & Transportation</u>			
#144	Center for Life Long Learning	5/17/18 – 6/30/18	\$53,820 +transport. (pro-rated)

11. Educational Trip Requests

To approve the following 2018 district educational trip requests:

- a. Montclair State University May 21, 2018 Grade 1
Students will learn about the solar system
- b. Al Hirschfeld Theater, NYC June 13, 2018 Grades 9-12
Students will see a Broadway play related to history lessons in leadership
- c. Hyatt Hills Golf Course, Clark May 30, 2018 HS/MS Self-Contained
Students will learn life skills and IEP goals

12. Establish A Special Education Program

Approve to establish a Behavioral Disabilities Program at the Robert Gordon Elementary School as per the New Jersey State Department of Education, and in accordance with New Jersey Administrative Code (N.J.A.C.) 6A:14, Special Education and N.J.A.C. 6A:26, Educational Facilities.

13. Harassment/ Intimidation/Bullying Incidents

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

#17024, #17025, #17026

14. Workshop Attendance Request

To approve the following staff workshop attendance request:

Handle with Care Behavior Management Recertification in Newton, NJ on May 30, 2018

Laurie Gabriel Gina Mulholland \$450/ea.

15. Bus Evacuation Drills

To acknowledge bus evacuation drills were held in April and May in accordance with NJAC 6A:27-11.2 on:

- a. April 18, 2018, 2:28 PM, Larch St. , route RP002, supervised by J. Foy – Asst. Principal
- b. April 23, 2018, 3:30 PM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal
- c. April 26, 2018, 7:15 AM, front of RPHS., route RP001, supervised by J. Foy – Asst. Principal
- d. April 26, 2018, 7:20 AM, front of RPHS, route RP004, supervised by J. Foy – Asst. Principal
- e. May 7, 2018, 2:25 PM, Larch St., route RP002, supervised by J. Foy – Asst. Principal
- f. May 9, 2018, 7:15 AM, front of RPHS, route RP001, supervised by J. Foy – Asst. Principal
- g. May 11, 2018, 3:37 PM, front of RPHS, route RP003, supervised by J. Foy – Asst. Principal
- h. May 15, 2018, 7:20 AM, front of RPHS, route RP004, supervised by J. Foy – Asst. Principal

Motion carries

BUSINESS

A motion was made by Vice President Miller seconded by Mr. Gerten to approve the following agenda items 16 through 24.

16. Use of Buildings and Grounds

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

- a. Roselle Park Soccer Club – Spring Soccer Registration
Sherman – gymnasium, teachers’ cafeteria
Monday, Tuesday, Wednesday, May 30, June 12, 18, 2018
7:30PM – 8:30PM
- b. Roselle Park Recreational Wrestling – Clinic
Roselle Park High School – gymnasium, students’ cafeteria
Friday, June 1, 2018
6:00PM – 8:00PM

Use of Buildings and Grounds continued

- c. Roselle Park High Class of 2020 – Car Wash
Roselle Park High School – front apron of school
Saturday, May 26, 2018
10:00AM – 3:00PM

- d. Roselle Park High GSA – Car Wash
Roselle Park High School – front apron of school
Saturday, June 2, 2018
10:00AM – 3:00PM

17. *Approval of Bills*

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

General Current Expense	\$153,032.61
Special Revenue Funds	\$ 4,367.14
Enterprise Fund	<u>\$ 48,820.10</u>
Total	\$204,219.85

18. *District Contracts*

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

- a. 2018-2019 Union County Educational Services Commission Special Education Tuition Contract covering any/all students attending one or more schools operated by the Commission during the 2018-2019 academic year.

- b. Union County Educational Services Commission 2018-2019 School Year Resolution/Agreement for Participation in Coordinated Transportation Services

- c. Union County Educational Services Commission (UCESC) for Professional Services for the 2018-2019 school year

- d. Morris-Union Jointure Commission Vehicle Maintenance Agreement for the 2018-2019 school year.

- e. Union County Vocational-Technical Schools Tuition Agreement Contract for the 2018-2019 school year.

District Contracts continued

- f. MRESC's Master Special Education Tuition Agreement for the period July 1, 2018 through June 30, 2019.
- g. Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC, Legal Services Agreement for the period July 1, 2018 through June 30, 2019 at the rate of \$165/hour.

19. *Approval of Minutes*

To approve the following minutes:

April 24, 2018

20. *Grant Application*

To apply for the following grant:

Lowe's for an outdoor classroom in the following amount:

\$3,000

21. *Secretary/Treasurer Report*

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

22. *Inventory Disposal*

Approval to dispose of the following attached list of obsolete/damaged technology equipment by selling on GovDeals.com or recycling on UpCycle, LLC.

<u>Asset#</u>	<u>Serial #</u>	<u>Device Description</u>
003401	9751ALCSM628401201	ups battery backup
004989	CNWDF20780	Printer
003308	MY84H2R1SF	Printer
003120	MY84C2R3BP	Printer
004686	U61091M5F417520	Printer
003322	CNWBD79592	Printer

Inventory Disposal continued

004429	CNU731266J	Computer
008012	5MYC1D1	Computer
004699	CND70505NQ	Computer
003556	MXL930069P	Computer
008165	HDKCLC1	Computer
003965	9LZB1D1	Computer
003760	2UA7350DDJ	Computer
004624	CNK720X01	LCD
003734	2UA7350DDD	Computer
004663	2UA7350DDL	Computer
004555	2UA73012GN	Computer
008027	JLZB1D1	Computer
003291	2UA8520BSV	Computer
003317	2U8520B55	Computer
004275	2UA73012H6	Computer
003917	4YZQNC1	Computer
008109	FC7CBD1	Computer
004605	2UA7350DF5	Computer
003313	2UA8520BSW	Computer
008014	6SHLNC1	Computer
003959	D5Z6VC1	Computer
004607	2UA7350DDS	Computer
003960	BLNPWC1	Computer
004207	2UA7041HG6	Computer
004595	2UA7350DDP	Computer
003404	9751ALCSM628400322	UPS Battery back up
003405	9751ALCSM628400328	UPS Battery back up
003409	9751ALCSM628400324	UPS Battery back up
008545	2501775EE	Projector
008260	2501865EE	Projector
008262	2500553EE	Projector
003134	C018767	Projector
003374	9500123FH	Projector
008559	1601729EB	Projector
003279	N/A	HP ProCurve 2810
010200	CN41BX427G	HP Switch
003792	SER1419050O	AP
003772	1GC36CB300240	AP
003789	SER1419050G	AP
003793	SER1419050G	AP
003809	SER141903FU	AP
003791	SER1419050H	AP
003815	SER141903K6	AP
003908	MO200J101391	AP
003813	N/A	AP

Minutes
May 22, 2018
Open Session

Inventory Disposal continued

003726	SER133202G6	AP
003788	SER141903G5	AP
003806	n/a	AP
003814	SER141903E2	AP
003762	SER133202R5	AP
003724	SER133202PF	AP
003803	N/A	AP
003802	SER14190314	AP
003811	SER141903L1	AP
003808	SER141904YS	AP
003787	SER141903K3	AP
008133	SER141903J0	AP
003804	SER14190313	AP
003801	SER14190317	AP
003807	SER141904YT	AP
003810	N/A	AP
003805	n/a	AP
003406	9751ALCSM628400327	UPS Battery Bkup
003173	MY84C2R15V	Printer
003123	MY84C2R3CB	Printer
004987	MY8632R0P1	Printer
003785	MY84C2R166	Printer
003125	MY84C2R3C7	Printer
003320	MY84C2R161	Printer
003131	MY84C2R3BQ	Printer
003321	MY85G2RYW	Printer
n/a	MY8632R1WK	Printer
000518	Panasonic AG-7450	VCR HS-RPTV
002038	Monitor	HS-RPTV
000537	Tascam Portam Mini studio	HS-RPTV
000559	Canon WF-F500 Camera	HS-RPTV
00566?	Canon WF-F500 Camera	HS-RPTV
000558	Canon WF-F500 Camera	HS-RPTV
007030	IBM PC	HS-RPTV
004794	3CQ8230M34	LCD
004934	3CQ8230H07	LCD
004912	3CQ8230HZ6	LCD
004720	3CQ8230HQR	LCD
004962	3CQ8230JY2	LCD
003618	ELTE10D011934DA98B8501	LCD
003559	MY8632R0MZ	Printer
003646	ELTE10D0119340A9768501	LCD
004898	3CQ8230KFC	LCD
004718	3CQ8230HQM	LCD
004724	3CQ8230JY5	LCD

23. Bid Award

To approve the following bid award to the lowest responsible bidder:

WHEREAS, a recommendation was made by the Superintendent of Schools to the **Roselle Park Board of Education (“Board”)** to seek a contract for construction services for the New STEAM Classrooms at the Roselle Park High School (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Thursday, May 17, 2018 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*; and

Bidder	Base Bid	Alt. #A-1	Alt. #A-2	Alt. #A-4	Alt. #P-1	Alt # E-1
Accurate Construction	\$696,000	\$11,000	\$3,000	\$5,500	\$12,700	\$9,000
Precision Construction	\$871,000	\$9,000	\$21,500	\$10,000	\$11,000	\$10,000
Mark.Construction	\$759,000	\$10,900	\$8,400	\$5,200	\$21,560	\$11,000

WHEREAS, the bid submitted by Accurate Construction, Inc. has been reviewed and has deemed compliant 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 Project to Accurate Construction, Inc. as the lowest responsible bidder at a total contract amount of \$737,200.00.

24. 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 Wednesday, May 22, 2018 the Board received bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*; and

Bidder	Index: ICE Benchmark Administration USD Rates 1100 Like term Swap Rate/Index Date	Purchase Option Penalty (% of outstanding Principal balance)	Rate Bid	Additional Fee
TD Equipment Finance, Inc. NJ	Rate Hold for 60 days then adjusted in accordance with the Bid Spec’s	Yield Maintenance	3.0414%	None
US Bancorp Government Leasing and Finance, Inc. NJ	Rate Hold till 7/17/18 2.997% for 4 yrs.	103% or break funding whichever is less	3.2285%	None

WHEREAS, the bid submitted by TD Equipment Finance, Inc. 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 TD Equipment Finance, Inc. at the rate bid of 3.0414 %.

Dated: 5/22/2018

President Harms, Ms. Powers, Mr. Cancino abstain from item #19
 Motion carries

A motion was made by Mr. Gerten and seconded by Mr. Cancino to approve the following agenda item numbered 25.

25. Staff Appointment

The Board, upon recommendation of the Superintendent of schools, appoints Tara Lechner to the position of Sherman School Principal, effective September 1, 2018 through June 30, 2019 at Step A (\$104,130.00) of the RPAA Collective Bargaining Agreement.

Motion carries

A motion was made by Mr. Gerten and seconded by Mr. Signorello to approve the following agenda item numbered 26.

26. Staff Appointment

The Board, upon recommendation of the Superintendent of schools, appoints Hipolita Sicignano to the position of Robert Gordon School Principal, effective September 1, 2018 through June 30, 2019 at Step A (\$104,130.00) of the RPAA Collective Bargaining Agreement.

Motion carries

Continuing Business

Mr. Signorello reported that the Security Committee will meet on May 31st to discuss initiatives.

Vice President Miller invited the board to march in the Memorial Day Parade.

Mr. Sekou spoke about the school trip tragedy. Superintendent Garrido responded that the district would evaluate procedures.

Public Participation

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

Jacob Magiera, questioned about the tree debris by the high school woodshop. Mr. Signorello responded.

Elizabeth Qersdyn, commented about contracted busses with seat belts.

Saul Qersdyn, questioned if board members gave notice of their absence. Superintendent Garrido responded yes.

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;
9. Attorney/client privilege.

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

Adjournment

A motion was made by Mr. Sekou seconded by Mr. Signorello to adjourn the meeting at 7:55 PM

Motion carries

Respectfully submitted,

Susan Guercio
School Business Administrator
Board Secretary

Next scheduled board meeting: June 12, 2018 – Middle School auditorium – 7:00 PM