

ROSELLE PARK SCHOOL DISTRICT
Office of the Superintendent

May 5, 2017

TO: Christopher Miller, President
Members of the Board of Education
FROM: Pedro Garrido, Superintendent
SUBJECT: AGENDA FOR BOARD MEETING – **May 9, 2017**

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	Kimberly Powers
Vice President Harms	Sundjata Sekou (arrived 6:57)
Rodric Bowman	Joseph Signorello, Jr.
Kevin Cancino	Jeofrey Vita (arrived 6:37)
Troy Gerten	
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 Matters: The Board discussed non-tenured staff renewals and non-tenured staff non-renewals.
2. Student Matter: The Superintendent discussed a matter involving a District student with the Board.
3. Real Property: The Board discussed the possible sale of current District property.

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. Signorello	Time: 6:04PM
AYE: 7	NAY: 0	
Motion to return to public session (to be moved in public session)		
Moved: Mr. Cancino	Seconded: Mr. Signorello	Time: 7:19PM
AYE: 9	NAY: 0	

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

Saul Qersdyn, 150 Berwyn St., questioned agenda items #15, #16 and other District Policies. Superintendent Garrido responded.

Jacob Magiera, 612 Sheridan Ave., questioned the numerous policy changes. Superintendent Garrido stated that the NJSBA has recommended these updated policies.

Committee Reports

Kimberly Powers reported on the Mayor and Council Meeting and the many borough activities. She also spoke about the UC Ed. Services Commission meeting.

Kevin Cancino reports on the Board Operations Committee and the possible Board Docs presentation at a future meeting. He also attended the RPHS PTA meeting and learned of current activities

Joseph Signorello attended the RPMS PTA meeting as well as Sherman School.

Superintendent’s Report

Superintendent Garrido reported on the schools busy end of the year activities. He mentions that PARCC testing data will be used to help instruction and Roselle Park High School will be featured on the television program “Up Close NJ” on May 14, 2017. Also, he explained that a presentation outlining the future of STEAM at the High School was given to several board members by the current high school staff.

President Miller commented on agenda item #28.

Sundjata Sekou commented on agenda item #35.

POLICY

A motion was made by Mr. Gerten and seconded by Mr. Cancino to approve agenda items 1 through 20.

1. District Policy – Adopt 5131.1

To approve the following HARASSMENT, INTIMIDATION AND BULLYING revised district policy:

5131.1 HARASSMENT, INTIMIDATION AND BULLYING

2. *District Policy – Adopt 5131.5*

To approve the following VANDALISM/VIOLENCE revised district policy:

5131.5 VANDALISM/VIOLENCE

3. *District Policy – Adopt 5131.7*

To approve the following WEAPONS AND DANGEROUS INSTRUMENTS revised district policy:

5131.7 WEAPONS AND DANGEROUS INSTRUMENTS

4. *District Policy – Adopt 6142.4*

To approve the following PHYSICAL EDUCATION AND HEALTH revised district policy:

6142.4 PHYSICAL EDUCATION AND HEALTH

5. *District Policy – Second Reading 2210*

To approve the following ADMINISTRATIVE LEEWAY IN ABSENCE OF BOARD POLICY revised district policy: (second reading)

2210 ADMINISTRATIVE LEEWAY IN ABSENCE OF BOARD POLICY

6. *District Policy – Second Reading 2240*

To approve the following RESEARCH, EVALUATION AND PLANNING revised district policy: (second reading)

2240 RESEARCH, EVALUATION AND PLANNING

7. *District Policy – Second Reading 2255*

To approve the following action planning for STATE MONITORING NJQSAC NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM revised district policy: (second reading)

2255 STATE MONITORING NJQSAC NEW JERSEY QUALITY SINGLE
ACCOUNTABILITY CONTINUUM

8. *District Policy – Second Reading 3000/3010*

To approve the following CONCEPTS AND ROLES IN BUSINESS AND NONINSTRUCTIONAL OPERATIONS; GOALS AND OBJECTIVES revised district policy: (second reading)

3000-3010 CONCEPTS AND ROLES IN BUSINESS AND
NONINSTRUCTIONAL OPERATIONS; GOALS AND
OBJECTIVES

9. *District Policy – Second Reading 3280*

To approve the following GIFTS, GRANTS AND BEQUESTS revised district policy: (second reading)

3280 GIFTS, GRANTS AND BEQUESTS

10. *District Policy – Second Reading 3320*

To approve the following PURCHASING PROCEDURES revised district policy: (second reading)

3320 PURCHASING PROCEDURES

11. *District Policy – Second Reading 3451*

To approve the following PETTY CASH FUNDS revised district policy: (second reading)

3451 PETTY CASH FUNDS

12. *District Policy – Second Reading 4112.2*

To approve the following CERTIFICATION revised district policy: (second reading)

4112.2 CERTIFICATION

13. *District Policy – First Reading 4111.1/4211.1*

To approve the following NONDISCRIMINATION/AFFIRMATIVE ACTION revised district policy: (first reading)

4111.1/4211.1 NONDISCRIMINATION/AFFIRMATIVE ACTION

14. *District Policy – First Reading 4112.6/4212.6*

To approve the following PERSONNEL RECORDS revised district policy: (first reading)

4112.6/4212.6 PERSONNEL RECORDS

15. *District Policy – First Reading 4112.8/4212.8*

To approve the following NEPOTISM revised district policy: (first reading)

4112.8/4212.8 NEPOTISM

16. District Policy – First Reading 4119.21/4219.21

To approve the following CONFLICT OF INTEREST revised district policy: (first reading)

4119.21/4219.21 CONFLICT OF INTEREST

17. District Policy – First Reading 4121

To approve the following SUBSTITUTE TEACHERS revised district policy: (first reading)

4121 SUBSTITUTE TEACHERS

18. District Policy – First Reading 4123

To approve the following CLASSROOM AIDES (PARAPROFESSIONALS) revised district policy: (first reading)

4123 CLASSROOM AIDES (PARAPROFESSIONALS)

19. District Policy – First Reading 4131/4131.1

To approve the following STAFF DEVELOPMENT; INSERVICE EDUCATION/VISITATIONS/CONFERENCES revised district policy: (first reading)

4131/4131.1 STAFF DEVELOPMENT; INSERVICE
EDUCATION/VISITATIONS/CONFERENCES

20. District Policy – First Reading 4222

To approve the following NONINSTRUCTIONAL AIDES revised district policy: (first reading)

4222 NONINSTRUCTIONAL AIDES

On roll call, motion carries

PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by Vice President Harms seconded by Mr. Signorello to approve the following agenda items 21 through 24.

21. Staff Resignations

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

Nancy Merwede, Sherman School, Nurse, effective June 22, 2017.

22. Staff Appointment

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

Nicole Honrath, 2017 Summer Camp Director, \$18,000

23. District Substitutes

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

Paraprofessionals-\$13/hr.

TEACHER

Katheryn Morrison 67 Maple Ave., Berkeley Heights attending Moravian Pre K-8

PARAPROFESSIONAL

Mariam Rehman 133 Charlotte Terrace, RP

Gladys Savino 734 East Scott Avenue, Rahway

Katheryn Morrison 67 Maple Avenue, Berkeley Heights

24. Fall 2017 Sports Physical Personnel

To authorize the following personnel to conduct physicals for the 2017 fall sports season under the direction of the Athletic Director at the contractual hourly rate, \$34.83/hr. or

*comp time (as recommended by the Superintendent) (as per RPEA contract)

June 23, 26, 27, and 28, 2017

Brenda Litterer – 4 days*

Janice Haddad – 3 days

Tatiana Neri – 4 days

Karla Manchester - 2 days

On roll call, motion carries

EDUCATION

A motion was made by Mr. Vita seconded by Mr. Bowman to approve the following agenda items 25 through 28.

25. *Education Programs*

To approve the following education program(s) for the 2016-2017 school year:

Home Instruction

#113	1/hr./wk./per subj.	4/26/17 – TBD	\$34.83/hr.
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26. *Educational Trip Request*

To approve the following district 2017 educational trip request:

- | | | | |
|----|-------------------------------------------------------------------------------------------|---------------|------------|
| a) | Harold's Deli, Edison & Hirshfeld Theater, NY | June 13, 2017 | AP History |
| | Students will have lunch and see a play. | | |
| b) | Allaire Historic Village, Farmingdale | June 8, 2017 | Grade 3 |
| | Students will explore 19 th century classrooms & village, daily colonial life. | | |

27. *2017-2018 District First Aid Procedures/Physician's Standing Orders*

To approve the Roselle Park School District 2017-2018 First Aid Procedures/Physician's Standing Orders.

28. *NJIT's Secondary Partnership Program 2017 - 2018*

To approve Roselle Park High School's participation in NJIT's Secondary Partnership Program during the 2017 – 2018 academic year.

The purpose of this program is to provide qualified high school students from Roselle Park High School with the opportunity to take college credited courses at their school during the regular academic year.

Motion carries

BUSINESS

A motion was made by Mr. Signorello seconded by Mr. Cancino to approve the following agenda items 29 through 34.

29. 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, 2017 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, 2017 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.

30. Approval of Bills

To approve the following bills for the month of April 2017:

General Current Expense	\$689,399.57
Enterprise Fund	\$ 11,797.72
Summer Camp	<u>\$ 1,275.00</u>
Total	\$702,472.29

31. Secretary/Treasurer Report

To approve the secretary/treasurer report for the period ending February 28, 2017.

32. Use of Buildings and Grounds

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

- a) Roselle Park Wrestling Club – Practices
Roselle Park High School – gymnasium
Tuesdays, May 2, 9, 16,23,30, June 6, 13, 20, 2017
6:00PM – 8:30PM
- b) Roselle Park Recreational Wrestling – Match
Roselle Park High School – gymnasium
Saturday, May 6, 2017
9:30AM – 12:30PM
- c) Roselle Park Girl Scouts – Awards Ceremony
Roselle Park Middle School – auditorium, stage, sound equipment
Monday, June 12, 2017
6:30PM – 8:00PM

33. Approval of Minutes

To approve the following minutes:

- a. April 4, 2017 open session April 4, 2017 closed session
- b. April 25, 2017 open session April 25, 2017 closed session

34. District Contract

To approve a contract with Staff Development Workshops, Inc. to provide three days of professional development for staff:

- May 17, 2017 – STEAM/Science training and curriculum writing support K-5.
- June 1, 2017 – Reading Units of Study training for Kindergarten teachers
- May 23, 2017 – Writing Units of Study training for Middle School Language Arts

Total fee: \$4,700

Kimberly Powers and Rodric Bowman abstain from agenda item #33b
Motion carries

Minutes
May 9, 2017
Open Session

A motion was made by Mr. Signorello seconded by Mr. Bowman to approve the following agenda item 35.

35. *Adoption of the 2017-2018 School Year Budget And Tax Levy*

To approve the following resolution:

WHEREAS, the Roselle Park Board of Education adopted a tentative budget on March 16, 2017 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 31, 2017; and

WHEREAS, the tentative budget was advertised in the legal section of the Union County Local Source on April 20, 2017; and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 25, 2017; and

WHEREAS, the total amount of the budget for General Fund Expenses shall be \$33,780,538, of which \$21,537,847 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Special Revenue Fund Expense shall be \$752,082, of which \$0.00 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Debt Service Expense shall be \$703,100 of which \$703,100 shall be raised by tax levy.

NOW THEREFORE, BE IT RESOLVED that the Roselle Park Board of Education hereby adopts the 2017-2018 School Year budget and,

BE IT RESOLVED that there should be raised for the General Funds \$33,780,538 for the ensuing School Year (2017-2018) and

BE IT RESOLVED that there should be raised for Debt Service Funds, \$703,100 for the ensuing School Year (2017-2018).

On roll call, motion carries

New Business

Troy Gerten suggested sending out an email to encourage community members to view the television program “Up Close NJ” about RPHS Period 0. Also, Mr. Gerten questioned if there are restrictions for moving school election dates. Board Attorney Jennifer Osborne responded.

Joseph Signorello commented how pleased he was regarding the school budget. Mr. Signorello questioned reviewing the current policy on President and Vice President Board Members terms. Board Attorney Jennifer Osborne responded she would assist Kevin Cancino with researching this information.

Sundjata Sekou stated the need to notify the public in change of cut-off date for Kindergarten. Superintendent Garrido reported the new policy starts on October 2018.

President Miller spoke of the Superintendent Evaluation and the District/Board Self Evaluation.

Public Participation

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

Jacob Magiera, questioned the cost of tuition and transportation and asked for an update on the trees in the grove. He also questioned agenda item #35. Board Secretary Guercio responded.

Saul Qersdyn, asked if the State Report Card will be posted on the website and whether a presentation will be given in June. Mr. Qersdyn also questioned the building renovations and the possibility of phone-in votes at board meetings.

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	

Minutes
May 9, 2017
Open Session

Adjournment

A motion was made by Mr. Vita seconded by Mr. Signorello to adjourn the meeting at 8:06PM.

Motion carries

Respectfully submitted,

Susan Guercio
School Business Administrator
Board Secretary

Next scheduled board meeting: May 23, 2017 – Roselle Park Middle School Auditorium –
7:00pm