

**ROSELLE PARK SCHOOL DISTRICT**  
**Office of the Superintendent**

March 31, 2017

**TO:** Christopher Miller, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – April 4, 2017

***Notice of Meeting***

This meeting, held in the High 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 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	_____
Rodric Bowman	_____	Joseph Signorello, Jr.	_____
Kevin Cancino	_____	Jeofrey Vita	_____
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

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

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

***Committee Reports***

***Superintendent’s Report***

***POLICY***

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_  
to approve ***agenda items 1 through 10.***

***1. District Policy – Adopt 4211***

To approve the following RECRUITMENT, SELECTION AND HIRING revised district policy:

4211 RECRUITMENT, SELECTION AND HIRING

***2. District Policy – Adopt 5111***

To approve the following ADMISSION revised district policy:

5111 ADMISSION

***3. District Policy – Adopt 5113***

To approve the following ATTENDANCE, ABSENCES AND EXCUSES revised district policy:

5113 ATTENDANCE, ABSENCES AND EXCUSES

***4. District Policy – Adopt 5114***

To approve the following SUSPENSION AND EXPULSION revised district policy:

5114 SUSPENSION AND EXPULSION

*POLICY continues*

**5. *District Policy – Adopt 5131***

To approve the following CONDUCT/DISCIPLINE revised district policy:

5131 CONDUCT/DISCIPLINE

**6. *District Policy – First Reading 5131.1***

To approve the following HARASSMENT, INTIMIDATION AND BULLYING revised district policy: (first reading)

5131.1 HARASSMENT, INTIMIDATION AND BULLYING

**7. *District Policy – First Reading 5131.5***

To approve the following VANDALISM/VIOLENCE revised district policy: (first reading)

5131.5 VANDALISM/VIOLENCE

**8. *District Policy – First Reading 5131.7***

To approve the following WEAPONS AND DANGEROUS INSTRUMENTS revised district policy: (first reading)

5131.7 WEAPONS AND DANGEROUS INSTRUMENTS

**9. *District Policy – First Reading 6142.4***

To approve the following PHYSICAL EDUCATION AND HEALTH revised district policy: (first reading)

6142.4 PHYSICAL EDUCATION AND HEALTH

*POLICY continues*

**10. District Policy – First Reading 6171.4**

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

6171.4 SPECIAL EDUCATION

Vice President Harms	_____	Ms. Powers	_____
Mr. Bowman	_____	Mr. Sekou	_____
Mr. Cancino	_____	Mr. Signorello	_____
Mr. Gerten	_____	Mr. Vita	_____
		President Miller	_____

On roll call, motion \_\_\_\_\_

**PERSONNEL**

**Consent Agenda Motion – Personnel**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following **agenda items 11 through 18.**

**11. District Substitutes**

Approval of additional district substitutes. (as recommended by the Superintendent)  
NJ Certified Teachers-\$100/day, Sub Certified-\$95/day, Paraprofessionals-\$13/hr.,

**TEACHERS**

Elizabeth Geminder	168 Brianwood Dr., East	Rutgers BS '96	Nurse
Alina Laboy	44 E. Sumner Ave., RP	St. John's '08	PK-12

**PARAPROFESSIONAL**

Alina Laboy	44 E. Sumner Ave., RP
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**12. Staff Resignations**

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

- a. Robert Tholen, Academy, Interim Director, effective March 24, 2017.

### **13. Staff Appointments**

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

- a. Anthony Delaney, Middle School. Music Teacher, effective April 18, 2017 through June 30, 2017, B1, \$55,165 (pro-rated) (repl. S. Feszchak)
- b. Erin Sterenczak, Aldene, Paraprofessional, effective May 1, 2017 through June 30, 2017 at 5.5hrs/day, 5 days/week for \$14.89/hr. (mat. leave) (repl. V. Rocha)
- c. Mary Christensen, Academy, Interim Director, effective March 27, 2017 through May 27, 2017, \$350.00 per/diem (mat. Leave) (repl. F. Witkowski)

### **14. Change of Assignment**

To approve the following change of assignment for the 2016-2017 school year: (as recommended by the Superintendent) (as per RPEA contract)

	<u>From:</u>	<u>To:</u>
a. Emilie Gallagher	RG Paraprofessional LLD, 6hrs/day, 5 days/wk.	Aldene Paraprofessional Autistic, 6hrs/day, 5 days/wk. (effective March 20, 2017)
b. Anthony Onorato	RG Paraprofessional LLD, 1:1 6hrs./day 5 days/wk.	Aldene Paraprofessional Autistic, 1:1 6hrs./day 5 days/wk. (effective March 15, 2017)
c. Daiana Permison	MS Paraprofessional ICA, 6/hrs./day	MS Paraprofessional ICA, 6.5/hrs./day (effective April 5, 2017)

### **15. High School Extra-Curricular Advisors 2016-2017** (as per RPEA contract)

Spring Weight Room Supervisor	Ryan Rooney	A	\$2,500
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**16. Professional Development**

To approve the following personnel to prepare and present professional development at \$34.83/hr.: (as recommended by the Superintendent) (as per RPEA contract)

<u>Strategies and Techniques Using Writers Workshop:</u>		
March 2017	Karen Kane	5 hours
April 2017	Tara Lechner	5 hours
May 2017	Diane Appleby	5 hours

**17. Maternity Leave of Absence Request (Lori Battaglia, Accounts Payable/Purchasing Coordinator)**

**RESOLVED**, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Lori Battaglia commencing on June 7, 2017 and extending through June 21, 2017. Lori Battaglia will use accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary and health benefits from June 7, 2017 through June 21, 2017. 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 June 22, 2017, for six weeks, following the birth of her child. Lori Battaglia will use accumulated sick leave days during this post-birth disability period, and continue to receive salary from June 22, 2017 through August 3, 2017. 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 Lori Battaglia commencing August 4, 2017 and extending through September 6, 2017. 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 use accumulated vacation days during this child care family leave of absence period, and continue to receive salary from August 4, 2017 through September 6, 2017. The employee will also receive health benefits during this period. The employee shall return to the District on September 7, 2017.

**18. After School Instruction**

To approve the following teachers to provide after school instruction at \$34.83 per hour:  
(as recommended by the Superintendent) (as per RPEA contract)

Phonics Intervention Program, March 22 – May 12, 2017

Katherine Parson – 12 hours  
Diane Heimall – 12 hours

Kathleen Frees-Kroboth – 12 hours  
Ann Ryan – 12 hours

STEM Enrichment Title I Program, March 22 – May 12, 2017 (funded by NCLB)

Amanda Batista – 12 hours

Vice President Harms \_\_\_\_\_  
Mr. Bowman \_\_\_\_\_  
Mr. Cancino \_\_\_\_\_  
Mr. Gerten \_\_\_\_\_

Ms. Powers \_\_\_\_\_  
Mr. Sekou \_\_\_\_\_  
Mr. Signorello \_\_\_\_\_  
Mr. Vita \_\_\_\_\_  
President Miller \_\_\_\_\_

On roll call, motion \_\_\_\_\_

**EDUCATION**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following **agenda items numbered 19 through 20.**

**19. Educational Trip Requests**

To approve the following district 2017 educational trip requests:

- a. College of NJ & Rider University      March 28, 2017      Grades 10 &11  
Students will tour campuses & review admission process
- b. Guggenheim Museum, NY      May 16, 2017      Advanced Art  
Students will see professional art up close
- c. Memorial Auditorium, Montclair      May 24, 2017      Grade 1  
Students will see a play based on a book review that was taught
- d. Hyatt Hills Golf Course, Clark      May 25, 2017      HS, MS Self-Contained  
Students will receive CBI recreational goals as stated in IEP's

## 20. ***Education Programs***

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

### Bedside Instruction

#103	2/hrs./day	Professional Education Services, Inc.	3/10/17 – TBD	\$34.83/hr.
#105	2/hrs./day	Brookfield Educational Services	3/20/17 – TBD	\$34.83/hr.
#106	2/hrs./day	Professional Education Services, Inc.	3/20/17 – TBD	\$34.83/hr.
#108	5/hrs./day	Education, Inc.	3/29/17 – TBD	\$47.47/hr.

### Incoming Tuition Terminated

#104		Hillside	3/10/17	
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### Home Instruction

#107	2/hrs./wk./per subj.		3/27/17 – TBD	\$34.83/hr.
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Motion \_\_\_\_\_

## ***BUSINESS***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda items 21 through 30.***

## 21. ***Approval of Bills***

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

General Current Expense	\$670,607.03
Enterprise Fund	\$113,731.41
Summer Camp	<u>\$ 834.00</u>
Total	\$785,172.44

## 22. ***Approval of District Medical Service Agreement***

To approve the following agreement:

Dr. Richard Bezozo and his care station staff will provide medical services to the school district for the 2017-2018 school year from July 1, 2017 through June 30, 2018 at a cost of \$19,950.



**23. *Approval of Minutes***

To approve the following minutes:

March 7, 2017 open session	March 7, 2017 closed session
March 16, 2017 open session	March 16, 2017 closed session

**24. *Secretary/Treasurer Report***

To approve the secretary/treasurer report for the period ending January 31, 2017.

**25. *Use of Buildings and Grounds***

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

- a. Borough of Roselle Park – Hispanic Heritage Festival  
Roselle Park High School – stage, gymnasium, students’ cafeteria  
Sunday, May 7, 2017  
4:00PM – 11:00PM
- b. Roselle Park Soccer Club – Pictures  
Roselle Park High School – students’ cafeteria  
Saturday, April 8, 2017  
9:00AM – 3:30PM
- c. Roselle Park Youth & Cheerleading – Practices  
Robert Gordon – gymnasium  
Mondays-Thursdays, May – June 2017  
6:00PM – 9:00PM
- d. Roselle Park Boy Scouts Troop 56 - Meeting  
Anthony Signorello Youth Center  
Tuesday, April 18, 2017  
7:30PM – 9:00PM

**26. 2017-2018 Food Nutrition Program Contract**

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$.0714 per reimbursable meal and meal equivalent to compensate for the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and Fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch program meals) served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$.0714 will be multiplied by total meals (and meal equivalents).

The FSMC guarantees the SFA a minimum profit of seven thousand seven hundred sixty-one dollars (\$7,761.00) for school year 2017-2018.

**27. *High School Field Lighting Replacement - Revised***

Whereas, The Board of Education of Roselle Park in the County of Union, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of:

**FIELD LIGHTING REPLACEMENT AT ROSELLE PARK HIGH SCHOOL**

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE ROSELLE PARK IN THE COUNTY OF UNION, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26–3 of the New Jersey Administrative Code, the Board hereby approves the Educational Specifications prepared in connection with the project and the Board further authorizes the submission of same to the Union County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Union County Superintendent of Schools and the New Jersey Department of Education for approval. The Board further authorizes the submission of the Schematic Plans to the Municipal planning board for its review. This project is designated “Debt Service Aid” and will be seeking state funding.

Section 3. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 4. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 5. This resolution shall take effect immediately.

**28. *High School Steam Classroom Renovations - Revised***

Whereas, The Board of Education of Roselle Park in the County of Union, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of:

**STEAM CLASSROOM RENOVATIONS AT ROSELLE PARK HIGH SCHOOL**

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE ROSELLE PARK IN THE COUNTY OF UNION, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26–3 of the New Jersey Administrative Code, the Board hereby approves the Educational Specifications prepared in connection with the project and the Board further authorizes the submission of same to the Union County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Union County Superintendent of Schools and the New Jersey Department of Education for approval. The Board further authorizes the submission of the Schematic Plans to the Municipal planning board for its review. This project is designated “Debt Service Aid” and will be seeking state funding.

Section 3. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 4. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 5. This resolution shall take effect immediately.

**29. Middle School Steam Classroom Renovations - Revised**

Whereas, The Board of Education of Roselle Park in the County of Union, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of:

**STEAM CLASSROOM RENOVATIONS AT ROSELLE PARK MIDDLE SCHOOL**

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE ROSELLE PARK IN THE COUNTY OF UNION, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Educational Specifications prepared in connection with the project and the Board further authorizes the submission of same to the Union County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Union County Superintendent of Schools and the New Jersey Department of Education for approval. The Board further authorizes the submission of the Schematic Plans to the Municipal planning board for its review. This project is designated “Debt Service Aid” and will be seeking state funding.

Section 3. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 4. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 5. This resolution shall take effect immediately.

### 30. *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 Roof Replacement at the Roselle Park Middle 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 Friday, March 31 2017 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. #1	Alt. #2	Alt. #3	Alt. #4
Roof Management, Inc.	\$487,000	\$20,000	\$6,500	\$12,000	\$4,500
Integrity Roofing, Inc.	\$514,340	\$27,000	\$3,000	\$5,000	\$3,000
ARCO Construction, Inc.	\$552,000	\$75,000	-	-	-
G.C. Dynatech Construction, LLC	\$580,000	\$32,000	\$4,000	\$6,000	\$3,000
Northeast Roof Maintenance, Inc.	\$693,000	\$12,500	\$8,500	\$9,850	\$6,950
Paneko Construction, Inc.	\$698,500	\$15,980	\$3,975	\$4,958	\$4,895

**WHEREAS**, the bid submitted by Roof Management 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 Roof Management, Inc. as the lowest responsible bidder at a total contract amount of \$530,000.00.

Motion \_\_\_\_\_

### *New Business*

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

***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 \_\_\_\_\_ second \_\_\_\_\_  
to adjourn the meeting at \_\_\_\_ p.m.

Motion \_\_\_\_\_

Next scheduled board meeting: April 25, 2017 – High School auditorium – 7:00PM.