

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

December 2, 2016

**TO:** Christopher Miller, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – **December 6, 2016**

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, Local Source, 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	_____
Vice President Harms	_____	Scott Nelson	_____
Alexander Balaban	_____	Sundjata Sekou	_____
Rodric Bowman	_____	Jeofrey Vita	_____
Kevin Cancino	_____		
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:

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***

***Committee Reports***

***Principal's Report***

***Student Recognition***

The following students will receive a certificate of recognition for Exceeded Expectations – Level 5 on Math & ELA PARCC Spring 2016:

Sunjoon Padilla  
Karen Saavedra

Solan Adams  
Daniel Curry

Amparo Sanchez

The following students will receive a certificate of recognition for Exceeded Expectations – Level 5 on ELA PARCC Spring 2016:

Adam Lakomy  
Armina Ardolic  
Arlind Gjakova

Alondra Mejia  
Michelina Muscaritolo  
Sebastian Saavedra

Nicholas Lopez  
Ivan Sanchez

The following students will receive a certificate of recognition for Exceeded Expectations – Level 5 on Math PARCC Spring 2016:

Nicholas Lopez

Alisha Persaud

Ivan Sanchez

The following student will receive a certificate of recognition for a Perfect Score – 300 on the NJASK Science Spring 2016:

Michael Dolan

The following students will receive a certificate of recognition for Advanced Proficient - NJASK Science Spring 2016:

Savannah Alger  
Julian Alston  
John Amato  
Gia Battaglia  
Nevaeh Boyd  
Ashley Castillo

Christopher Claudio  
Alem Dukaj  
Arlind Gjakova  
Ferdinand Koranteng Barnes  
Jada Makar  
Alondra Mejia

Michelina Muscaritolo  
Melina Ramirez  
Evelin Santamire-Tepox  
Samantha Stamboly  
Avery Verdejo  
Tamir Woodson

The following volunteer will receive a certificate of recognition for countless hours completing the map of the United States on the Robert Gordon playground:

Victoria Berlinski

***Superintendent's Report***

Comprehensive Annual Financial Report (CAFR) Audit Report – presented by Robert Hulsart Jr., Robert A. Hulsart and Company

Summary report of Harassment, Intimidation or Bullying (HIB) Investigations, Training and Programs

***POLICY***

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_  
to approve ***agenda items 1 and 2.***

***1. District Policy – First Reading***

To approve the following BOARD OF EDUCATION MEETINGS revised district policy: (first reading)

1120 BOARD OF EDUCATION MEETINGS

***2. District Policy – First Reading***

To approve the following PARTICIPATION BY THE PUBLIC revised district policy: (first reading)

1200 PARTICIPATION BY THE PUBLIC

Vice President Harms	_____	Mr. Gerten	_____
Mr. Balaban	_____	Mr. Nelson	_____
Mr. Bowman	_____	Mr. Sekou	_____
Mr. Cancino	_____	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 3 through 10.**

**3. District Substitute**

Approval of additions to the district wide substitute list. (as recommended by the Superintendent) NJ certified teachers=\$100/dy; Sub Certified=\$95/dy; Paraprofessional=\$11.50/hr;

**TEACHERS**

Melissa Feliciano	814 S. Washington Ave., Piscataway	Felician BA 17	Grades 6-8
Sameerah Hartwell	1100 Dill Ave., Fl. 2, Linden	Fashion Inst. 12	Grades 2-12
Brian Van Brunt	465 North Ave., Fanwood	Kean BA 17	Grades K-
Amanda Wichelns	375 E. Clay Ave., RP	Kean currently	Grades K-12
Christopher Helwig	14 Woodland Drive, RP	Kean currently	Grades K-12
Dana Karcher	230 W. Sumner Ave., RP	Kean BA '13	Grades PK-5
Afshan Owais	16 North 22 <sup>nd</sup> St., Kenilworth	Karachi Pakistan	Grades K-6

**PARAPROFESSIONAL**

Sameerah Hartwell	1100 Dill Ave., Fl. 2, Linden
Maria Ortega	205.5 Frank E. Rogers Blvd., Harrison
Amanda Wichelns	375 E. Clay Ave., RP
Joseph O'Reilly	1105 Greslin Terrace, Rahway

**4. 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)

a. Carol Rickert	<u>From:</u> RG Basic Skills PT M6 \$30,892	<u>To:</u> Sherman Grade 3 FT M6 \$61,784 (pro-rated) effective 11/28/16 to 4/28/17 (mat leave repl. C. Parker)
	b. Nicole Alvarez	Sherman Grade 4 9/1/16 to 11/25/16 B1 \$55,165

**5. Staff Appointment**

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

- a. Theresa Mihansky, Middle School, Language Arts Teacher, effective December 16, 2016 through June 30, 2017 at B9 \$59,406 (repl. D.Otero) (pro-rated)
- b. Marta Michel, Middle School, Mathematics Teacher, effective December 16, 2016 through June 30, 2017 at M1 \$59, 406 (mat. leave) (repl. J. Weingart) (pro-rated)
- c. Erin Serenczak, Robert Gordon, PT Basic Skills Teacher, effective December 12, 2016 through April 28, 2017 at M6 \$30,892 (mat. leave) (repl. C. Rickert) (pro-rated)

**6. 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)

Small Group Guided Reading Instruction - November 22 & 30, 2016

Katherine Parsons	2.5 hours	Tara Lechner	1.5 hours
Diane Appleby	2.5 hours	Karen Kane	1.5 hours
Natalie Basile	2.5 hours	Kristen Kulbaba	1.5 hours
		Jennifer Durkin	1.5 hours

**7. After School Instruction**

To approve the following teachers to provide Title I instruction in Language Arts and Math, effective December 1, 2016 through June 2, 2017 at \$34.83 per hour, 26 sessions: (as recommended by the Superintendent) (as per RPEA contract) (paid with NCLB funds)

Kristen Kulbaba

Substitutes

Lisa Lugara

MaryBeth Connell

Rebecca McEvoy

**8. *Maternity Leave of Absence Request (Dina Cashin, Aldene Elementary Teacher)***

**RESOLVED**, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Dina Cashin commencing on February 14, 2017 and extending through March 14, 2017. Dina Cashin will use accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary and health benefits from February 14, 2017 through March 14, 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 Dina Cashin, following the birth of her child. Dina Cashin will use the remainder of her accumulated sick leave days during this post-birth disability period, and continue to receive salary from March 15, 2017 through April 14, 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 Dina Cashin commencing April 17, 2017 and extending through June 9, 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 not receive salary during this period of time, but will continue to receive health benefits. The employee shall return to the District on June 12, 2017.

**9. *Additional High School Extra-Curricular Coach 2016-2017***

To approve the following high school extra-curricular coach for the 2016-2017 school year: (as recommended by the Superintendent) (as per RPEA contract)

Michael Goff	HS Wrestling Coach	Volunteer
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**10. *Anthony Signorello Youth Program Counselor***

To approve the following Anthony Signorello Youth Program afterschool counselor effective for the 2016-2017 school year: (as recommended by the Superintendent) (to be paid through borough funds)

Anthony Delaney - \$10/hr.

Vice President Harms	_____	Mr. Gerten	_____
Mr. Balaban	_____	Mr. Nelson	_____
Mr. Bowman	_____	Mr. Sekou	_____
Mr. Cancino	_____	Mr. Vita	_____
		President Miller	_____

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

## ***EDUCATION***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following ***agenda item numbered 11 through 13.***

### ***11. Education Program***

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

Home Instruction

#75 2 hrs./wk/per subj. 11/15/16 – approx. 2 months \$34.83/hr.

Bedside Instruction

#76 5 hrs. per wk. Trinitas - UCESC 11/13/15 – TBD \$64/hr.

Tuition Outgoing

#77 Toms River BOE 9/28/16-6/16/17 \$12,515

### ***12. Educational Trip Requests***

To approve the following district educational trip requests:

- a. Art & Soul Gallery, Roselle Park      January 25, 2017      Grade 5  
Students will have the opportunity to paint in a gallery setting using easel, canvas & acrylics
- b. Art & Soul Gallery, Roselle Park      January 18, 2017      Grade 4  
Students will have the opportunity to paint in a gallery setting using easel, canvas & acrylics
- c. Buehler Challenge & Science Center, Paramus      March 14, 2017      Grade 4  
Students will learn how astronauts live & work in space, as well conduct experiments as scientists
- d. Menlo Park Mall, Edison      December 5, 2016      MS Self-Contained  
Students will use the mall directory to locate stores & do simulated shopping

### ***13. Workshop Attendance Request***

To approve the following staff workshop attendance requests:

Christopher Hyde      Tech Spo '17, Harrahs's, Atlantic City, January 26-27, 2017  
\$785.00

Motion \_\_\_\_\_

**BUSINESS**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
 to approve the following **agenda items 14 through 18.**

**14. Monthly Transfers**

To approve the transfers for the month of November 2016:

PURCH PROF SERV	11-000-216-320	\$25,050.00	\$1,277.00	\$26,327.00
SUPPLIES & MATERIALS	11-000-252-600	\$36,507.95	\$1,925.00	\$38,432.95
INSURANCE	11-000-262-520	\$134,309.00	\$21,455.00	\$155,764.00
RENTALS & LEASES	11-402-100-440	\$14,147.00	\$1,972.00	\$16,119.00
PURCH PROF SERV	11-000-217-320	\$5,000.00	-\$1,277.00	\$3,723.00
OTHER OBJECTS	11-000-252-800	\$6,000.01	-\$1,925.00	\$4,075.01
GENERAL SUPPLIES	11-190-100-610	\$457,202.35	-\$23,427.00	\$433,775.35
		\$678,216.31	\$0.00	\$678,216.31

**15. Approval of Bills**

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

General Current Expense	\$1,209,810.68
Special Revenue Funds	\$ 10,805.89
Enterprise Fund	\$ 50,108.61
Summer Camp	<u>\$ 1,322.65</u>
Total	\$1,272,047.83

**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 Girl Scouts - Pancake Fundraiser  
 Roselle Park High School – students’ cafeteria, kitchen  
 Saturday, March 11, 2017  
 8:00AM – 11:30AM
  
- b. Roselle Park Soccer Club – Certification Classes  
 Roselle Park Middle School  
 Friday, December 16, 2016 – 6:30PM – 9:30PM – cafeteria  
 Saturday, December 17, 2016 – 8:00AM – 2:30PM – field



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*Use of Buildings and Grounds continued*

- c. Roselle Park Soccer Club – Registration  
Sherman – gymnasium  
Tuesday, November 29, 2016  
7:00PM – 8:30PM
- d. Roselle Park Soccer Club – Games  
Roselle Park High School – gymnasium  
Sundays, January 15, 22, 29, February 12, 19, 26, March 5, 2017  
10:00AM – 8:00PM
- e. Roselle Park Soccer Club – Games  
Roselle Park High School – gymnasium  
Saturdays, January 14, 21, 28, February 4, 11, 18, 25, March 4, 2017  
9:00AM -8:00PM
- f. Roselle Park Soccer Club – Registration  
Roselle Park Middle School – students’ cafeteria  
Monday, December 12, 2016  
7:00PM – 8:30PM
- g. Roselle Park Dad’s Club – Wrestling Tournament  
Roselle Park High School – gymnasium, teachers’ cafeteria, students’ cafeteria  
Saturday, January 7, 2017 – 3:00PM – 6:00PM  
Sunday, January 8, 2017 – 6:00AM – 5:00PM
- h. Roselle Park Recreational Wrestling – Practice  
Roselle Park High School – gymnasium, auxiliary gym  
Thursday, December 1, 2016  
4:00PM – 9:00PM
- i. Roselle Park Recreational Wrestling – Grade School Wrestling Dual  
Roselle Park High School – students’ cafeteria  
Tuesday, January 10, 2017  
4:00PM – 8:00PM
- j. Roselle Park Recreational Basketball – Game  
Sherman – gymnasium  
Wednesday, November 30, 2016  
7:00PM – 8:00PM
- k. Roselle Park Soccer Club – Registration  
Sherman – gymnasium  
Tuesday, November 29, 2016  
7:00PM – 8:30PM

*Use of Buildings and Grounds continued*

- l. Roselle Park Recreational Basketball – Games & Practices  
Aldene – gymnasium  
December 5, 6, 7, 8, 12, 14, 15, 19, 20, 21, 22, 2016, January 9, 10, 11, 12, 13, 17, 18, 19, 20, 23, 24, 25, 26, 27, 30, 31, February 1, 2, 3, 6, 8, 9, 10, 13, 14, 15, 16, 17, 21, 22, 23, 24, March 1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 23, 24, 27, 28, 29, 2017  
6:00PM – 9:00PM
- m. Roselle Park Girl Scouts #40028 – Bingo Night  
Roselle Park Middle School – students’ cafeteria  
Friday, January 20, 2017  
5:30PM – 8:00PM
- n. Roselle Park PTA – Holiday Cookie Exchange  
Roselle Park High School – students’ cafeteria  
Friday, December 16, 2016  
5:30PM – 8:00PM
- o. Roselle Park Quarterback Club – End of Year Party  
Roselle Park High School – students’ cafeteria  
Friday, December 9, 2016  
6:00PM – 9:30PM

**17. *Winter Sports Schedules***

To approve the Roselle Park High School & Roselle Park Middle School winter sports schedules for the 2016-2017 school year (copy on file in Board Office and at [www.rpsd.org](http://www.rpsd.org))

**18. *Contract – Staff Development***

To approve a contract with Staff Development Workshops, Inc. to provide staff training in the use of Writing Units of Study resources to facilitate student writing in grades 3-5 held on February 3, 2017 for \$1,700.

**19. *Secretary/Treasurer Report***

To approve the secretary/treasurer report for the period ending August 31, 2016.

**20. *Approval of Minutes***

To approve the following minutes:

November 1, 2016	open session	November 1, 2016	closed session
November 15, 2016	open session	November 15, 2016	closed session

Motion \_\_\_\_\_

***New Business***

***Public Participation***

***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 \_\_\_\_\_ seconded by \_\_\_\_\_  
to adjourn the meeting at \_\_\_\_\_ p.m.

Motion \_\_\_\_\_

Next scheduled board meeting: Tuesday, December 20, 2016 (if necessary) Middle School auditorium or January 3, 2017 Middle School auditorium