

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

February 3, 2017

**TO:** Christopher Miller, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – **February 7, 2017**

***Notice of Meeting***

This meeting, held in the Aldene School gymnasium/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.

***Roll Call***

President Miller	Kimberly Powers
Vice President Harms	Sundjata Sekou (arrived at 7:01)
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***

President Miller welcomes the local Girl Scout Troop and gives them permission to make a presentation to the board. The Girl Scouts request permission to place garbage cans outside Robert Gordon and the Middle School to help keep the grounds free from litter. The mayor has agreed to purchase these garbage cans. Vice President Harms, chairman of the Facilities Committee, approves their request.

***Resolution – Executive Session***

RESOLVED, That the Roselle Park Board of Education meeting hereby convenes to executive session for discussion of the following subjects:

1. Real Property: the Superintendent presented the Board with information regarding future leasing options, and the possible purchase of real property.

It is anticipated that the executive session will take approximately 20 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. Bowman                      Time: 7:10PM  
AYE: 9    NAY: 0

Motion to return to public session (to be moved in public session)  
Moved: Mr. Signorello                                      Seconded: Mr. Vita                                      Time: 7:45PM  
AYE: 9    NAY: 0

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

Jacob Magiera, resident, requested clarification of agenda items #1 - #7. Superintendent Garrido responded.

Several community members ask for an explanation of agenda item #30. Superintendent Garrido and Vice President Harms responded. Some parents question the logistics of the program that will be provided there and express their concerns. Superintendent Garrido states that he will be holding meetings for the parents to answer all their questions.

Matthew Lingang, questioned agenda item #28c and Vice President Harms answered.

Saul Qersdyn, questioned agenda items #11, #22, #27. Superintendent Garrido responded.

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***Committee Reports***

Mr. Bowman reported on the Finance Committee meeting and the anticipated budget timeline.

Ms. Powers reported on the UCESC and MUJC meetings and their numerous activities.

Mr. Cancino reported on Board Operations and NJSBA policies being revised and adopted.

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***Superintendent's Report:***

***1. 2015-16 District Summary Report of Harassment, Intimidation or Bullying Investigations, Trainings and Programs***

***2. School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights***

Ellen Bachert, Anti-Bullying Coordinator, reported that the district did well and completed numerous activities throughout the year. This report will be posted on our website.

***POLICY***

A motion was made by Mr. Cancino and seconded by Mr. Bowman to approve agenda items 1 through 7.

**1. *District Policy – Second Reading***

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

1410 LOCAL UNITS

**2. *District Policy – Second Reading***

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

2224 NONDISCRIMINATION/AFFIRMATIVE ACTION

**3. *District Policy – Second Reading***

To approve the following PAYMENT FOR GOODS AND SERVICES revised district policy: (first reading)

3326 PAYMENT FOR GOODS AND SERVICES

**4. *District Policy – First Reading***

To approve the following USE OF SCHOOL FACILITIES revised district policy: (first reading)

1330 USE OF SCHOOL FACILITIES

**5. *District Policy – First Reading***

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

4112.4/4212.4 EMPLOYEE HEALTH

*POLICY continues*

**6. District Policy – First Reading**

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

4115 SUPERVISION

**7. District Policy – First Reading**

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

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

On roll call, motion carries

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**PERSONNEL**

**Consent Agenda Motion – Personnel**

A motion was made by Mr. Signorello seconded by Mr. Gerten to approve the following agenda items 8 through 18.

**8. District Substitutes**

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

**TEACHER**

Rebecca Knott 2308 Central Ave., Barnegat Light Rutgers BS '16

**PARAPROFESIONALS**

Rebecca Knott 2308 Central Ave., Barnegat Light

Maria Fermin 114 Sherman Ave., RP

Natali Mejia Acevedo 7 Charles St., RP

**CUSTODIAN**

Nicholas Coykendall 619 Chester Ave., RP

**9. Degree Change**

To approve the following staff member degree change as recommended by the Superintendent effective February 1, 2017 to June 30, 2017: (as per RPEA contract)

	<u>From</u>	<u>To</u>
Melissa Rinaldi-Hahn	M17 \$74,713	MT17 \$78,180 (pro-rated)

**10. 2017 Roselle Park Summer Camp Salaries**

To approve the following 2017 Roselle Park Summer Camp salaries:

	Step 1	Step 2	Step 3	Step 4
HS Student Counselors/Custodians:	\$6.75	\$7.25	\$7.50	
College Counselors:	\$9.00	\$9.50	\$10.00	\$10.50
Adult Counselors:	\$15.75	\$16.50	\$17.25	\$18.00
HS Student Life Guard:	\$7.75	\$8.50	\$9.25	\$10.00
Office Manager:	\$20.50	\$21.00	\$21.50	\$22.00
Pool Manager/CPO	\$20.50	\$21.00	\$21.50	\$22.00
Theatre/Cafeteria/Athletics:	\$20.50	\$21.00	\$21.50	\$22.00
Sports Clinic Coaches/Instructors:	\$20.50	\$21.00	\$21.50	\$22.00

**11. Staff Resignations**

To accept the following staff resignations effective January 26, 2017:  
(as recommended by the Superintendent)

Assistant MS Track Coach	Anthony Trezza
Assistant MS Track Coach	Nicole Pecorela

**12. *Maternity Leave of Absence Request (Jennifer Sousa, HS Mathematics Teacher)***

**RESOLVED**, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Jennifer Sousa commencing on May 10, 2017 and extending through June 7, 2017. Jennifer Sousa will use accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary and Health benefits from May 10, 2017 through June 7, 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 Jennifer Sousa, following the birth of her child. Jennifer Sousa will use the remainder of her accumulated sick leave days during this post-birth disability period, and continue to receive salary from June 8, 2017 through June 21, 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). The employee shall return to the District on September 1, 2017.

**13. *Maternity Leave of Absence Request (Veronica Rocha Sanchez, Aldene Paraprofessional)***

**RESOLVED**, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Veronica Rocha commencing on April 24, 2017 and extending through May 8, 2017. Veronica Rocha will use 5 of her accumulated sick leave days during this pre-birth temporary disability period to continue to receive salary during a portion of this leave period. The employee shall continue to receive health benefits from April 24, 2017 through May 8, 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 Veronica Rocha, for a month following the birth of her child. Veronica Rocha will not continue to receive salary during this period. The employee shall continue to receive health benefits from May 9, 2017 through June 9, 2017. 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 Veronica Rocha commencing June 12, 2017 and extending through June 21, 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 September 1, 2017.

**14. Additional WISE “Energize with Math” Personnel**

To appoint the following WISE “Energize with Math” personnel at \$14.89 per hour: (as recommended by the Superintendent) (as per RPEA contract) (January – April 2017)

Paraprofessional \$14.89/hr.

EJF - Aldene - Mary Kessler (as needed)  
Sherman - Sandra Califano

Teacher \$34.83/hr.

Sherman – Kimberly Lopes (sub)

**15. Staff Appointment**

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

Andrea Cruz, Aldene, Kindergarten Teacher, effective February 7, 2017 through June 11, 2017, B12, \$59,406 (pro-rated) (mat leave) (repl. D. Cashin)

**16. Additional Lunch Supervisor Personnel**

To approve the following additional lunchroom supervisor for the 2016-2017 school year as recommended by the Superintendent: (as per RPEA contract) (lunch supervisors – \$25.00/day)

EJF - Aldene – 3 per day  
Christine Beaver

**17. Retirement Compensation**

Approval to pay the following retirement compensation as recommended by the Superintendent: (in accordance with respective CBAs.)

**Custodian**

Michael Gregory

\$5,040.00

\$45x112 sick days

**18. 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. Meghan Gibson	Aldene Paraprofessional ICA, 5.5hrs/day, 5 days/wk.	Aldene Paraprofessional Autistic, 6.5hrs/day, 5 days/wk. effective 2/6/2017
b. Melanie Ayala	RG Paraprofessional LLD, 6hrs/day, 5 days/wk.	Aldene Paraprofessional ICA, 5.5hrs/day, 5 days/wk. effective 2/6/2017
c. Anthony Onorato	MS Paraprofessional ICA, 6hrs/day/wk.	RG Paraprofessional LLD, 6hrs/day/wk. effective 2/6/2017

On roll call, motion carries

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***EDUCATION***

A motion was made by Mr. Vita seconded by Vice President Harms to approve the following agenda items numbered 19 through 22.

**19. 2017 Roselle Park Summer Camp**

Approval to operate the 2017 Roselle Park Summer Camp effective June 26, 2017 – August 18, 2017.

**20. Education Programs**

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

Home Instruction

#82	2 hrs./wk/per subj.	1/17/17 – TBD	\$34.83/hr.
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Bedside Instruction

#83	2 hrs./day Professional Education Services, Inc.	1/18/17 – TBD	\$34.83/hr.
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Psychological Evaluation

#84	Sylvia Martins-Neno	\$450
#91	Sylvia Martins-Neno	\$450



*Education Programs continued*

<u>Bilingual Child Study Education Evaluation</u>		
#85	Isabel Guarino	\$40
#90	Isabel Guarino	\$400
<u>Mental Health Assessment &amp; Fit To Return</u>		
#86	The Family Resource Center	\$225
#87	The Family Resource Center	\$225
<u>Psychiatric Evaluation</u>		
#88	Dr. R. Christopher Stucky	\$400
<u>Feeding Evaluation</u>		
#89	St. Joseph's Regional Medical Center	\$728.46

**21. *Educational Trip Requests***

To approve the following district educational trip requests:

- a. Watchung Square Mall, Watchung                      April 5, 2017                      Self-Contained  
Students will complete CBI goals as indicated on IEP
- b. Garwood Bowling Lanes, Garwood                      March 2, 2017                      Self-Contained  
Students will participate in a recreational activity as indicated on IEP goals
- c. Menlo Park Mall, Edison                                      May 4, 2017                      Self-Contained  
Students will complete CBI goals as indicated on IEP
- d. Wegmans, Woodbridge Mall, Woodbridge              February 2, 2017                      Self-Contained  
Students will complete CBI goals
- e. Finance Park, Edison    February 7-8, 2017                      Grade 8  
Students will attend a financial education program sponsored by junior achievement
- f. Somerset Patriots, Somerset                                      April 26, 2017                      Grade 6  
Students will study the mathematical statistics & physics involved in baseball
- g. Adventure Aquarium, Camden                                      May 18, 2017                      Kindergarten  
Students will learn about & interact with sea animals

**22. *2017-2018 School Calendar Adoption***

To approve the proposed 2017-2018 district school calendar.

Motion carries.

***BUSINESS***

A motion was made by Vice President Harms seconded by Mr. Sekou to approve the following agenda items 23 through 30.

**23. *Approval of Bills***

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

General Current Expense	\$147,198.53
Capital Outlay	\$ 6,834.00
Special Revenue Funds	\$ 7,971.56
Enterprise Fund	\$ 68,426.57
Summer Camp	\$ 4,220.99
Total	\$234,651.65

**24. *Approval of Transfers***

To approve the following transfers for the month of January 2017:

OTHER PURCH PROF SERV	11-000-219-390	\$10,160.00	\$13,000.00	\$23,160.00
LEGAL SERVICES	11-000-230-331	\$107,688.00	\$459.00	\$108,147.00
MISC EXPENDITURES	11-000-251-890	\$1,870.00	\$250.00	\$2,120.00
PURCH PROF SERV	11-150-100-320	\$5,000.00	\$931.00	\$5,931.00
OTHER PURCHASED SERV	11-402-100-590	\$19,605.00	\$461.00	\$20,066.00
OTHER SAL FOR INSTRUCT	11-422-100-106	\$0.00	\$597.00	\$597.00
SUPLLIES & MATERIALS	11-000-219-600	\$9,548.18	-\$3,000.00	\$6,548.18
GENERAL SUPPLIES	11-213-100-610	\$19,199.34	-\$10,000.00	\$9,199.34
OTHER PURCH PROF SERV	11-000-230-339	\$10,000.00	-\$459.00	\$9,541.00
MISC PURCHASED SERV	11-000-251-592	\$6,149.53	-\$250.00	\$5,899.53
SALARIES OF TEACHERS	11-150-100-101	\$12,500.00	-\$931.00	\$11,569.00
SALARIES OF TEACHERS	11-140-100-101	\$3,442,278.00	-\$597.00	\$3,441,681.00
CLEANING,REPAIR,MAINT SER	11-402-100-420	\$22,384.20	-\$461.00	\$21,923.20
		\$3,666,382.25	\$0.00	\$3,666,382.25

**25. *Donation***

To accept a donation from Friends of Roselle Park in the amount of \$700.00. This donation will be used for the Middle School music program.

**26. *Approval of Minutes***

To approve the following minutes:

January 3, 2017	open session	January 3, 2017	closed session
January 17, 2017	open session	January 17, 2017	closed session

**27. *Secretary/Treasurer Report***

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

**28. *Use of Buildings and Grounds***

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

- a. Roselle Park Police Dept. – “LEAD” Dance & Graduation  
Roselle Park High School – auditorium, students’ cafeteria  
Thursday, April 20, 2017  
6:00PM – 9:00PM
- b. Roselle Park Police Dept. – East West Game  
Roselle Park High School – gymnasium  
Friday, March 10, 2017  
6:00PM – 9:00PM
- c. Roselle Park Class of 2020 – Pro Wrestling Event  
Roselle Park High School – gymnasium  
Friday, April 28, 2017  
7:00PM – 10:00PM
- d. Zumba for Autism - Fundraiser  
Roselle Park High School – students’ cafeteria  
Thursday, April 6, 2017  
6:00PM – 9:30PM
- e. Roselle Park HS Band – Car Wash Fundraiser  
Roselle Park High School – front apron  
Saturday, May 20, 2017 (raindate May 27, 2017)  
9:00AM – 3:00PM
- f. Roselle Park Soccer Club – Registration  
Sherman School – students’ cafeteria  
Thursday, February 2, 16, 2017  
7:00PM – 8:30PM
- g. Sherman School PTA – 100<sup>th</sup> Day  
Roselle Park High School – teachers’ & students’ cafeteria  
Friday, February 10, 2017  
5:00PM – 9:00PM

*Use of Buildings and Grounds continued*

- h. Roselle Park Recreation Basketball – Practice  
Roselle Park Middle School – gymnasium  
Monday – Friday, February 1- 27, 2017  
6:00PM – 9:00PM

**29. *Middle School Roof Project***

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:

Roof repairs and partial roof replacement of approximately 19,600 SF of roof area at the 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 SCHOOL DISTRICT 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 Educational 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. This project is designated “Other Capital” and the Board is not 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. *Modular Classroom Project***

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:

#### TEMPORARY CLASSROOM UNIT AT ROSELLE PARK SCHOOL 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 Educational 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 as a “Other Capital” project and the Board is not 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 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.

Mr. Cancino abstains from item # 28e  
President Miller abstains from item # 28f  
Motion carries

***New Business***

Vice President Harms stated that the sign at Robert Gordon has been taken down and will be refurbished.

Mr. Signorello stated he would like to go into Executive Session. Board attorney explains procedure.

Saul Qersdyn questioned agenda items #29 and #30. Superintendent Garrido responded.

Jacob Magiera comments on the speaking time that is allowed compared to the town council.

Matthew Leingang asks Mr. Bowman to repeat the budget dates.

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***Public Participation***

***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: Real Property

It is anticipated that the executive session will take approximately 20 minutes; 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: Mr. Signorello

Seconded: Mr. Sekou

AYE: 9

NAY: 0

Time: 9:10PM

1. Real Property – the Board discussed information presented by the Superintendent regarding future leasing options, and the possible purchase of real property.

Minutes  
February 7, 2017  
Open Session

Motion to return to open session.

Moved: Mr. Gerten

AYE: 9

Seconded: Mr. Sekou

NAY: 0

Time: 9:40PM

***Adjournment***

A motion was made by Mr. Vita seconded by Mr. Sekou to adjourn the meeting at 9:43PM.

Motion carries

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Respectfully submitted,

Susan Guercio  
School Business Administrator  
Board Secretary

Next scheduled board meeting: Tuesday, February 28, 2017 at the Aldene auditorium/gymnasium