

ROSELLE PARK SCHOOL DISTRICT
Office of the Superintendent

September 14, 2016

TO: Christopher Miller, President
Members of the Board of Education
FROM: Pedro Garrido, Superintendent
SUBJECT: AGENDA FOR BOARD MEETING – **September 20, 2016**

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, 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 |
| Rodric Bowman | Sundjata Sekou (arrived at 6:42) |
| Kevin Cancino | Jeofrey Vita (arrived at 6:50) |
| Alexander Balaban was absent from this meeting | |
| 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. Real Property – the Superintendent discussed the possible acquisition of real property
2. Student Matter/Attorney-Client Privilege – the Board Attorney provided legal guidance regarding a request for a student record.

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: Mr. Cancino | Seconded: Mr. Bowman | Time: 6:35PM |
| AYE: 6 | NAY: 0 | |
| Motion to return to public session (to be moved in public session) | | |
| Moved: Mr. Sekou | Seconded: Mr. Bowman | Time: 7:18PM |
| AYE: 8 | NAY: 0 | |

Public Participation – 7:00 PM – Agenda Items Only

Jacob Magiera, 612 Sheridan Ave., questioned agenda item #12. Board Secretary Guercio responded.

Matt Leingang questioned agenda item #7. Superintendent Garrido responded.

Committee Reports

Mr. Harms reports for the Facility Committee regarding the removal of the lights, rental lights have been delivered and the grant application as noted in agenda item #22.

Superintendent’s Report

Superintendent Garrido reported on the opening of schools, back- to- school nights and the new staff members in the district. Also, he spoke of his concerns regarding the bussing of students and the decision to add another bus to the morning route.

Principal’s Report

Sarah Costa stated the high school is off to a wonderful school year. She showed a power point presentation about the STEM program competition our students participated in and the several awards they received.

Student Recognition

The following students will receive a certificate of recognition for competing at the Nationals in Nashville, TN

- Christina Rodden - Music Production (First Place in the Nation)
- Sabrina LaSalle - Music Production (First Place in the Nation) & 2D Cad Design
- Laura Howell - Video Game Design
- Saavi Dhingra - Video Game Design
- Aib Acob - VEX Robotics
- Angel Castillo - VEX Robotics & Dragster Design
- Christian Luciano - Video Game Design
- Garrett Maney - VEX Robotics
- Brandon Mishoe - VEX Robotics & Video Game Design
- Jonathan Perez - VEX Robotics
- Casey Crown - Architectural Renovation
- Julian Victoria - Architectural Renovation
- Samantha Graves - Architectural Renovation
- Manuel Luna - Architectural Renovation
- Joshua Franco - Architectural Renovation
- Sebastian Leo - Architectural Renovation

POLICY

A motion was made by Mr. Nelson and seconded by Mr. Vita to approve agenda items 1 through 2.

1. District Policy – Adopt

To approve the following OPERATION AND MAINTENANCE OF PLANT revised district policy:

3510 OPERATION AND MAINTENANCE OF PLANT

2. District Policy – Adopt

To approve the following TRANSPORTATION ROUTES AND SERVICES revised district policy:

3541.1 TRANSPORTATION ROUTES AND SERVICES

On roll call, motion carries

PERSONNEL

Consent Agenda Motion – Personnel

A motion was made by Mr. Gerten seconded by Mr. Cancino to approve the following agenda items 3 through 11.

3A. Maternity Leave of Absence Request Luisa Villegas (MS Spanish/World Language Teacher)

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the pre-birth disability leave of Luisa Villegas commencing on October 10, 2016 and extending through November 3, 2016. Luisa Villegas will use 4 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 October 10, 2016 through November 3, 2016. 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 Luisa Villegas for six weeks, following the birth of her child. The employee shall not receive salary during this time period but will continue to receive health benefits from November 4, 2016 through December 16, 2016. 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 Family Medical Leave Act and the New Jersey Family Leave Act for Luisa Villegas commencing December 19, 2016 and extending through February 3, 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 February 6, 2017

3B. Medical Leave of Absence Request Judith Nese (Aldene, Elementary Teacher)

RESOLVED, that the Board, upon recommendation of the Superintendent, hereby approves the medical leave of Judith Nese commencing on September 26, 2016 through November 18, 2016. The employee's health benefits shall be maintained during this leave of absence.

4. District Substitutes

To approve additional district substitutes. (as recommended by the Superintendent)
 NJ certified teachers=\$100/dy; Sub Certified=\$95/dy; Custodian=\$13/hr, Secretary-\$75/day

| | | | |
|----------------------|---------------------------|-------------|----------------|
| TEACHERS | | | |
| Carol Brandyberry | 8-A Colfax Manor, RP | UCC/Kean | PK-5 |
| Maritza Franco | 2090 W. Broad St., SP | Turabo Univ | 8-12 |
| Namita Gulati | 265 Grove St., Elizabeth | India '98 | K-12 |
| Daria Resnick | 18 Dorset Dr., Kenilorth | Kean '04 | Spec Ed., Elem |
| Teresa Sacca | 2060 Brookside Dr., SP | Wagner | School Nurse |
| Matthew Talbot | 425 Myrtle Ave., RP | Fairleigh | K-12 |
| Clayton Whittaker II | 19 Newcomb Pl., Elizabeth | Kean '86 | Elementary |
| SECRETARY | | | |
| Janice Gibeault | 14 W. Colfax Ave., RP | | |
| CUSTODIAN | | | |
| James Decker | 21 W. Clay Ave., RP | | |

5. Additional Lunch Aide

To approve the following lunch aide for the 2016-2017 school year (as recommended by the Superintendent) (effective 9/12/16 through 6/30/17)

| | | |
|-------------|--------------------|---------|
| Maria Cunha | Sherman Elementary | \$9/hr. |
|-------------|--------------------|---------|

6. Additional High School Extra-Curricular Coaches/Proctors 2016-2017

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

| | | | |
|-----------------------|-------------------------------|-----|------------|
| Head Girls Basketball | Ian Matten | 3-1 | \$7,926 |
| Proctors | Robert Salamaca Ian Matten | | \$45/event |

7. Change of Assignment

To approve the following change of assignment: (as recommended by the Superintendent) (as per RPEA contract)

| | | |
|-----------------|--|--|
| | <u>From:</u> | <u>To:</u> |
| Daiana Permison | MS Paraprofessional 6 hrs./day, \$14.89/hr. | MS Spanish/World Language Teacher B1 \$55,165 (+ \$6895.63 additional class) (pro-rated) mat. leave replacement (repl. L. Villegas) 10/10/16-2/3/17 |

8. *Staff Appointments*

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

- a. Meghan Gibson, Aldene Elementary, Paraprofessional, effective September 19, 2016 through June 30, 2017, 5.5 hrs./day, at \$14.89/hr. (repl. P. Petruzzelli)
- b. Andrea Cruz, Aldene Elementary Teacher, effective September 26, 2016 through November 18, 2016, B12, \$59,406 (pro-rated)(repl. J. Nese)

9. *Breakfast Supervisor Personnel*

To approve the following breakfast supervisors for the 2016-2017 school year at \$18.97/day: (as recommended by the Superintendent) (one person per day at each building)

High School

Linda Califano
Teresa Rose
Kathy MacDonald
Maura Kepuladze - sub

Middle School

Allison Slattery
Giuliana Melo
Robert Watson
Karen Carey-Lynch - sub
Michele Howell – sub

EJF-Aldene School

Mary Jane Lineberger
Rashmi Baxi

Robert Gordon School

Gail Pelaez

Kristen Kulbaba – sub

Diane Heimall – sub

Sherman School

Michelle Pfeiffer
Tara Lechner
Dena Wilds
Wendy Ozeri

Christina Shaute
Jennifer Burgos
Karina DiLillo
Randi Sheps

Maria Vieira
Annmarie Gaccione
Kelly Hardman
Denise Matarante - sub

10. Lunch Supervisor Personnel

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

Sherman – 3 per day

Dena Wilds

Ann Marie Gaccione

Michelle Pfeiffer

Denise Matarante (sub)

Tara Lechner

Wendy Ozeri

Christina Shaute

Karina DiLillo

Jennifer Burgos

Randi Sheps

Kelly Hardman

Maria Vieira

Robert Gordon – 3 per day

Kristen Mingoia

Rachel Siegel

Diane Heimall - sub

Lisa Guarnaccio

Kristen Kulbaba - sub

Ann Riggi

Mary Beth Connell

Lynn Mathews

Christy Longo

Yudelka Rocha

EJF-Aldene – 3 per day

Doug Metzgar

Mary Jane Leinberger

Rashmi Baxi

Gina Faria - sub

11. Professional Development

To approve the following personnel to prepare for staff development on August 31, 2016 at \$34.83/hr. (as recommended by the Superintendent) (per RPEA contract)

Non-Tenured Staff Workshops

Katherine Parsons 5.5 hours

On roll call, motion carries

EDUCATION

A motion was made by Mr. Sekou seconded by Mr. Gerten to approve the following agenda items numbered 12 through 13.

12. 2016-2017 Education Program (s)

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

Home Instruction

| | | | | |
|-----|--------------------|--|--------------|-------------|
| #46 | 2 hrs./wk/per subj | | 9/8/16 – TBD | \$34.83/hr. |
|-----|--------------------|--|--------------|-------------|

Bedside Instruction

| | | | | |
|-----|------------------|----------------|---------------|-------------|
| #47 | 1 hr./day/+ prep | Education Inc. | 9/12/16 – TBD | \$47.47/hr. |
|-----|------------------|----------------|---------------|-------------|

| | | | | |
|-----|-----------|------------------|---------------|----------|
| #50 | 5 hrs./wk | Trinitas - UCESC | 9/13/16 – TBD | \$64/HR. |
|-----|-----------|------------------|---------------|----------|

Tuition Incoming

| | | | | |
|-----|--|-------------|--|----------|
| #48 | | West Orange | | \$33,279 |
|-----|--|-------------|--|----------|

Tuition Incoming – Terminated

| | | | | |
|-----|--|-------------|--|----------|
| #35 | | West Orange | | \$33,279 |
|-----|--|-------------|--|----------|

Tuition Incoming

| | | | | |
|-----|--|-------------|--|----------|
| #51 | | Parent Paid | | \$15,170 |
|-----|--|-------------|--|----------|

Physical Therapy

| | | | | |
|-----|-----------|----------------|------------------|---------|
| #52 | 2days/wk. | Therapy Source | 9/19/16-11/27/16 | \$88/hr |
|-----|-----------|----------------|------------------|---------|

13. Educational Trip Requests

To approve the following district 2016–2017 educational trip requests:

- a) Union High School, Union October 22, 2016 Robotics Team
Students will compete in a robotics competition
- b) Ranney School, Tinton Falls January 7, 2017 Robotics Team
Students will compete in a robotics competition
- c) Millburn High School, Millburn February 5, 2017 Robotics Team
Students will compete in a robotics competition
- d) Sterling Hill Mining Museum, Ogdensburg September 23, 2016 Gr. 5-Sherman
Students will study rocks and minerals

Motion all aye

BUSINESS

A motion was made by Vice President Harms seconded by Mr. Sekou to approve the following agenda items 14 through 21.

14. Approval of Bills

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

| | |
|-------------------------|---------------------|
| General Current Expense | \$ 531,385.85 |
| Special Revenue Funds | \$ 2,792.90 |
| Enterprise Fund | \$ 3,327.90 |
| Summer Camp | <u>\$ 19,340.42</u> |
| Total | \$ 556,847.07 |

15. Transfers

To approve the following transfers for the month of August 2016:

| | | | | |
|-----------------------|----------------|----------------|--------------|----------------|
| WORKMANS COMPENSATION | 11-000-291-260 | \$160,000.00 | \$10,951.00 | \$170,951.00 |
| HEALTH BENEFITS | 11-000-291-270 | \$5,771,360.00 | -\$10,951.00 | \$5,760,409.00 |
| | | \$5,931,360.00 | \$0.00 | \$5,931,360.00 |

16. Approval of Minutes

To approve the following minutes:

August 23, 2016 open session August 23, 2016 closed session

17. 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 August 31, 2016 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 August 31, 2016 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.

18. District Contracts

To approve a contract with Staff Development Workshops, Inc. to provide workshops and training for staff during the 2016-2017 school year, 9 days total, \$15,000.
(partially funded through NCLB and IDEA grants)

19. Use of Buildings and Grounds

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

- a. Roselle Park Football – Pre-Game Dinners
Roselle Park High School – students' cafeteria
Thursdays, September 8 – November 3, 2016
4:30 PM – 7:00 PM
- b. Roselle Park Quarterback Club – Meetings
Roselle Park High School – teachers' cafeteria
Tuesday, September 6, 13, 20, 27, 2016
7:00 PM – 8:30 PM

- c. Roselle Park Soccer Club - Pictures
Roselle Park High School – gymnasium, students’ cafeteria
Saturday, September 24, 2016
8:00AM – 2:00PM
- d. Roselle Park Recreational Soccer – games & practices
Roselle Park Middle School – Middle School fields
Mondays – Fridays, 5:00 PM – 7:30 PM
Saturdays, Sundays, 8:30AM – 5:00PM
September 1, 2016 – November 7, 2016
- e. Girl Scouts of Roselle Park – Troop 40998 Meetings
Robert Gordon School- art room
Mondays (every other), September 12, 2016 – June 19, 2017
6:30 PM – 8:00 PM
- f. Girl Scouts of Roselle Park – Troop 40028 Meetings
Aldene School – classroom
Wednesdays (every other), September 28, 2016 - May 24, 2017
3:30PM – 5:00PM
- g. Girls Scouts of Roselle Park – Daisy Troop 40399 Meetings
Sherman School – students’ cafeteria
Thursdays, September 22, October 6, 20, November 3, 17, 2016
6:30PM – 7:30PM
- h. Girl Scouts of Roselle Park – Troop 40033 Meetings
Robert Gordon – art room
Wednesdays, September 28, 2016 – June 8, 2017
3:30PM – 5:30PM
- i. The Work Family Connection – Holiday Care
Anthony Signorello Youth Center
Monday – Friday, December 28-30, 2016
7:00AM – 6:00PM
- j. Future Health Career Clubs – Anti-Drug & Education Program
Roselle Park High School – teachers’, students’ cafeteria, library, main hallways
Tuesday, October 25, 2016
6:00PM - 8:00PM
- k. Roselle Park Youth Football & Cheer – Practice
Roselle Park High school – gymnasium
Saturday, September 24, 2017
9:00AM – 3:00PM

20. *Violence Vandalism Report*

To accept the district report of violence and vandalism for the 2015-2016 school year.

21. *Grant Acceptance*

To accept the following grant awarded to Robert Gordon valued in the amount of \$6,500 from the Health U Grant based on CATCH (Coordinated Approach to Child Health) program through the YMCA. This includes resource kits, PE activity equipment bundle, implementation guides and implementation training.

Mr. Nelson abstains from item #16

Motion carries

A motion was made by Vice President Harms seconded by Mr. Cancino to approve the following agenda item 22.

22. *Grant Application*

To approve the application of the Union County Kids Recreation Trust Fund Grant in coordination with borough of Roselle Park.

BE IT RESOLVED, that the Roselle Park Board of Education will enter into a joint venture with the Borough of Roselle Park to replace the lights on the Roselle Park Athletic Fields; and

BE IT FURTHER RESOLVED, that the Roselle Park Board of Education and the Borough of Roselle Park shall jointly submit a grant application to the Union County Kids Recreation Trust Fund in the amount of \$200,000.00; and

BE IT FURTHER RESOLVED, that the Roselle Park Board of Education and the Borough of Roselle Park will be matching the requested funds in the amount of \$100,000.00 each.

On roll call, motion carries

Continuing Business

Superintendent Garrido reported on the re-registration.

Public Participation

Joe Signorello speaks about Jen Jaskula requesting to bring back the bonfire and says that the fire department would be willing to help.

Vice President Harms stated he will speak with James Foy about doing the bonfire on the interior of the baseball fields.

Mr. Bowman comments that the high school administration should be the ones to make this decision.

Jacob Magiera questioned if we had a truant officer and if we receive federal funds. The Superintendent responded.

Jen Zelinsky stated her appreciation for the extra bus but she had concerns about the small bus.

Saul Qerysden questioned if board member gave notice for being absent from this meeting.

Mr. Gerten suggested a shuttle service should be explored for athletics.

Matt Leingang questioned about transportation needs and new curriculum policy.

The Superintendent responded that there will possibly be a report at one of the November 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 | |

Adjournment

A motion was made by Mr. Vita seconded by Vice President Harms to adjourn the meeting at 8:27PM.

Motion all aye

Respectfully submitted,

Susan Guercio
School Business Administrator
Board Secretary

Next scheduled board meeting: October 4, 2016 – Aldene auditorium/gymnasium at 7:00pm