

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

October 28, 2016

**TO:** Christopher Miller, President  
Members of the Board of Education  
**FROM:** Pedro Garrido, Superintendent  
**SUBJECT:** AGENDA FOR BOARD MEETING – **November 1, 2016**

***Notice of Meeting***

This meeting, held in the Sherman 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. 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:

1. Real Property
2. Personnel

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**

**Superintendent’s Report**

**PERSONNEL**

**Consent Agenda Motion – Personnel**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following **agenda items 1 through 8.**

**1. 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; Bus Aides=\$14.89/hr

**TEACHERS**

Ellen Davis Citrin	37 Woodbrook Circle, Westfield	City Col of NY '75	Elem w/ spec in Math 5-8 & Elem & Pre-K
Goomsu Obasi	556B Union Street, Linden	New Castle UK '07 Ma	PK –Grade 1

**PARAPROFESSIONAL**

Goomsu Obasi 556B Union Street, Linden

**BUS AIDES**

Norine Marando  
Debbie Serafinas

**2. Staff Resignation**

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

Denise Otero, Middle School Language Arts, effective December 17, 2016.

**3. Staff Appointment**

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

Christopher Hyde, District Chief Technology Officer, effective November 28, 2016 through June 30, 2017, at \$92,000. (pro-rated)

**4. Curriculum Work 2016 - 2017**

To approve the following staff to do 2016-17 Curriculum Work at \$34.83/hr.  
(as recommended by the Superintendent)(as per RPEA contract)

Ray Bangs	HS General Science	20 hours
	Chemistry	20 hours

**5. Professional Development**

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

Phonics Instructional Support - October 3, 2016

Diane Heimall 3.75 hours

Guided Reading - October 27, 2016

Katherine Parsons 4 hours

**6. Additional High School Athletic Site Managers/Proctors 2016-2017**

To approve the following high school athletic site managers/proctors for the 2016-2017  
school year: (as recommended by the Superintendent) (as per RPEA contract)

Proctors	Tom Eisner	\$45/event
	Kara Dowling	\$45/event
Site Managers	Tom Eisner	\$55/event
	Kara Dowling	\$55/event

**7. Change of Assignment/Transfer**

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

	<u>From:</u>	<u>To:</u>
a. Kerri Cartnick	ECC Nurse 9/1/16 to 12/31/16 RG Nurse 1/1/17 to 6/30/17	ECC Nurse 9/1/16 to 6/30/17
b. Karla Manchester	RG Nurse 9/1/16 to 12/31/16 ECC Nurse 1/1/17 to 6/30/17	RG Nurse 9/1/16 to 6/30/17

**8. Middle School Extra-Curricular Advisors 2016-2017**

To approve the following change in advisors:

Student Council	Jessica Weingart	B	\$1,696 (pro-rated) (9/1/16 to 10/23/16)
Student Council	Emily Brewster	A	\$1,613 (pro-rated) (10/24/16 to 6/30/17)

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 items 9 through 10.**

**9. Education Program**

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

<u>Fit to Return</u>		
#68	The Family Resource Center	\$175
#70	The Family Resource Center	\$175
<u>Home Instruction</u>		
#69	1 hr./wk./per subject 10/24/16 – TBD	\$34.83/hr.
<u>Tuition Incoming - Terminated</u>		
#51	Parent Paid	\$15,170
<u>Bedside Instruction</u>		
#71	2hrs/day Professional Education Services., Inc.	\$34.83/hr.
<u>Mental Health Assessment &amp; Fit to Return</u>		
#72	The Family Resource Center	\$225

**10. Educational Trip Requests**

To approve the following district educational trip requests:

- a. Senior Spirit Medical Center, RP      December 19, 2016      HS Chorus  
Students will represent RPSD in the community with a music performance.

Motion \_\_\_\_\_

**BUSINESS**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following **agenda items 11 through 16.**

**11. Approval of Bills**

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

General Current Expense	\$1,203,412.88
Special Revenue Funds	\$ 64,459.41
Enterprise Funds	\$ 40,721.05
Total	<u>\$1,308,593.34</u>

## ***12. Use of Buildings and Grounds***

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

- a. Roselle Park Junior Class – Haunted House Fundraiser  
Roselle Park High School – students’ cafeteria  
Friday, October 28, 2016 – 7:00PM – 10:00PM  
Saturday, October 29, 2016 – 1:00PM – 4:00PM, 7:00PM – 10:00PM
  
- b. Sherman 5<sup>th</sup> Grade Luncheon Fundraiser – Self-Defense Class  
Roselle Park High School – gymnasium  
Saturday, November 5, 2016  
9:00AM – 11:15AM
  
- c. Roselle Park Girl Scouts – Daisy Troop Meetings #40399  
Sherman School – students’ cafeteria  
Thursdays, December 15, January 12, 26, February 9, 23, 2017  
6:30PM – 7:30PM
  
- d. Roselle Park Girl Scouts – Daisy Troop Meetings #40773  
Sherman School – students’ cafeteria  
Wednesdays, November 7, 14, 21, 28, December 5, 12, 19, 2016  
3:30PM – 4:30PM

## ***13. Emergency and Crisis Management Plan***

To approve the district 2016-2017 Emergency and Crisis Management Plan.

## ***14. Five Year Comprehensive Maintenance Plan, M-1 Form***

To approve the Five Year Comprehensive Maintenance Plan 2017 and the Annual Maintenance Budget Amount Worksheet, Form M-1.

## ***15. NJQSAC Statement of Assurance***

To approve the 2016-2017 New Jersey Quality Single Accountability Continuum Statement of Assurance.

**16. *Secretary/Treasurer Report***

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

Motion \_\_\_\_\_

***Continuing Business***

***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, November 15, 2016 – Sherman auditorium/gymnasium  
At 7 p.m.