

**BOARD OF EDUCATION  
ROSELAND, NEW JERSEY**

**MINUTES  
REGULAR BUSINESS MEETING  
DECEMBER 12, 2013**

**DATE**

December 12, 2013

**PRESENT BOARD MEMBERS**

Mr. Farina  
Mrs. Gordon  
Ms. Parkinson  
Mr. Mastrangelo

**MEETING**

Regular Business Meeting

**ABSENT**

Mrs. DiGiacomo

**TIME**

7:30 p.m.

**OTHERS PRESENT**

Mr. Rutzky  
Dr. Occhino  
Mrs. DaCosta  
Mrs. Noronha  
(8) adults  
(7) students

**ADJOURNED**

**PLACE**

Lester C. Noecker School

**A-1 CALL TO ORDER and ROLL CALL**

**A-2 FLAG SALUTE**

**A-3 NOTICE OF MEETING**

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Roseland Board, in the County of Essex has caused notice of this meeting to be published by having the date, time and place thereof posted. The notice was mailed to the Progress (newspaper of record) and the Star Ledger and to those persons or entities requesting notification, filed with the municipal clerk of Roseland, and posted at the Lester C. Noecker School, Roseland, NJ.

**A-4 APPROVAL OF MINUTES – Regular Business Meeting and Closed Session Minutes – November 21, 2013**

MOTION by Mrs. Gordon, SECOND by Ms. Parkinson that the Regular Business Meeting and Closed Session Minutes – November 21, 2013 be approved.

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

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**A-5 SUPERINTENDENT'S REPORT**

- Noecker Nature Trail – 5<sup>th</sup> Grade Webelos - Board President Mastrangelo and Superintendent Rutzky presented award certificates to the 5<sup>th</sup> Grade Webelos: Harry Butterfield, Sam Goldstein, Aiden Jedwabnik, Grant King, Ethan Philips, Gage and Logan Reichel for their participation in the Noecker Nature Trail project.
- PARCC Update - Mr. Rutzky explained some of the challenges of PARCC. He invited parents and students to try their skills on examples from the Mathematics Common Core tool box.
- Review of 2014-2015 Calendar - Mr. Rutzky asked the Board to review the draft of the 2014-2015 calendar. The Superintendent will be asking their approval at the January 9<sup>th</sup> reorganization meeting.
- Parent Workshop Review - The Superintendent discussed the success of the parent Everyday Math workshop.
- HIB Report - No incidents since last month.

**A-6 INTERIM BUSINESS ADMINISTRATOR'S REPORT**

- Financial Reports Review – October and November - Dr. Occhino informed the Board that approval of the October and November reports will bring all the financial reports current.
- Audit Follow-up

**A-7 PRINCIPAL'S REPORT**

Mrs. DaCosta's report included comments on the Winter Concert, writing folders, professional development and Pajama Day.

**A-8 BOARD COMMITTEE REPORTS**

- a. President's Report – Mr. Mastrangelo thanked the Roseland staff, parents, and students for all their hard work and wished them a restful holiday vacation. The Board President commented on the Winter Concert and recent Everyday Math presentation.
- b. Committee Reports – Mrs. Gordon reported on all of the activities during the month of December. Vice President Gordon thanked the H.S.A. for their generous retirement gifts to Mrs. Snogans, Mrs. Dodd and Mrs. Williamson.

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**A-9 PUBLIC COMMENT** – (on policies and/or agenda items only) – Opened at 8:30 p.m.

A community member, following up on Mr. Rutzky's PARCC presentation, asked how the district plans to improve the typing skills of students in the primary grades.

Closed at 8:35 p.m.

**B OLD BUSINESS** - None

**C NEW BUSINESS**

**C-1 Finance**

a. Board of Education's Monthly Certification Budgetary Major Account/Fund Status

It is the RECOMMENDED MOTION of the Superintendent: "that pursuant to N.J.A.C. 6:23-2.12(c)4, the district certifies that as of October 31, 2013 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C. 6:23-2.12(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year."

b. Acceptance of Board Secretary's Report – October 31, 2013 and November 30, 2013

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Board Secretary's Report for the period ending October 31, 2013 and November 30, 2013."

c. Acceptance of Report of Treasurer of School Monies – October 31, 2013

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Report of Treasurer of School Monies for the period ending October 31, 2013."

d. Approval for Payment of Bills and Claims – October, 2013 and November, 2013

It is the RECOMMENDED MOTION of the Superintendent: "to approve the enclosed Payment of Bills and Claims for the period ending October, 2013 and November, 2013."

October, 2013

General Fund	\$193,678.04
Cafeteria Fund	24.30"

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**C-1 Finance - (continued)**

<u>November, 2013</u>	
General Fund	\$258,605.28
Cafeteria Fund	29,833.94"

- e. Acceptance of Cafeteria Report – October 31, 2013 and November 30, 2013

It is the RECOMMENDED MOTION of the Superintendent: “to accept the October 31, 2013 and November 30, 2013 Cafeteria Report.”

- f. Line Item Transfers – October, 2013 and November, 2013

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Budget Transfers for the month of October 2013 in the amount of \$9,689.38 and November, 2013 in the amount of \$19,035.45 per the attached reports.”

- g. Approval of Reimbursement for Roseland Volunteers for the Cost of the Criminal History Background Check

“WHEREAS, P.L. 2011, c. 72, effective May 26, 2011, requires volunteers to undergo criminal history background checks and to pay the cost of such investigations; and

WHEREAS, P.L. 2011, c. 72 permits local boards of education to reimburse individual members for the cost of the criminal history background check; and

WHEREAS, the Board of Education believes that individual volunteers, who are not compensated for their service, should be reimbursed for the cost the criminal history background check.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education authorizes reimbursement of individual volunteers for the cost of the criminal history background checks required by P.L. 2011, c. 72.”

- h. Approval of Payment to Teachers Who Participated in the Everyday Math Parent Workshop

It is the RECOMMENDED MOTION of the Superintendent: “to approve payment to the teachers who participated in the Everyday Math Parent Workshop at a rate of \$55.00/hour for a total of four (4) hours; two (2) hours of preparation and two (2) hours of presentation:

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**C-1 Finance - (continued)**

Hope Garofano  
Anne-Marie Petraca  
Janine Piscitello  
Lauren Miller  
Christina Melillo  
Lori McGrath

New Business Matters, Section C-1 - Finance (MOTION by Ms. Parkinson, SECOND by Mrs. Gordon to approve Items a. through h.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

**C-2 Facilities**

a. Building Use Requests

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following Building Use Request:

1. Roseland Borough/Roseland Recreation Department  
Crafts for Kids  
Art Room  
January 18 - March 8, 2014, Saturdays  
10:00 a.m. - 11:00 a.m."

New Business Matters, Section C-2 - Facilities (MOTION by Ms. Parkinson, SECOND by Mrs. Gordon to approve Item a.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

**C-3 Personnel**

a. Approval of a Substitute Custodian

It is the RECOMMENDED MOTION of the Superintendent: to approve the following as a substitute custodian for the 2013-2014 school year at an hourly rate of \$15.30:

Anne Rechten"

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**C-3 Personnel - (continued)**

New Business Matters, Section C-3 Personnel (MOTION by Ms. Parkinson, SECOND by Mr. Farina to approve Item a.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

**C-4 Miscellaneous**

a. Approval of 2014-2015 District Calendar

It is the RECOMMENDED MOTION of the Superintendent: "to approve the 2014-2015 District Calendar."

New Business Matters, Section C-4 Miscellaneous (MOTION by Mrs. Gordon, SECOND by Ms. Parkinson to approve Item a.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

**C-5 Travel**

a. Approval of Travel and Work Related Expenses

"RESOLVED that in accordance with the travel policy adopted at the public meeting on April 29, 2010, the Board hereby approves the payment of the following travel related expenses, which is effective as of the date set forth below:

Staff Member:	Jeffrey Rutzky, Laura DaCosta, Marianne Hans-McNeilly
Event:	Summative Scoring Aspect of the Evaluation Process
Location:	Mt. Arlington, NJ
Purpose:	Stronge & Associates Workshop
Date:	January 13, 2014 (1:00 – 5:00 p.m.)
Cost:	Mileage at OMB rate

Staff Member:	Jeffrey Rutzky, Marianne Hans-McNeilly
Event:	TECHSPO'14
Location:	Atlantic City, NJ
Purpose:	Conference
Date:	January 30-31, 2014
Cost:	\$385.00 – Registration/per person \$99.00/room/per person Mileage at OMB rate

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**C-5 Travel - (continued)**

New Business Matters, Section C-5 - Travel (MOTION by Mrs. Gordon, SECOND by Ms. Parkinson to approve Item a.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

**D CORRESPONDENCE** – President Mastrangelo read a letter from Mr. Ralph Veltre, Commander of the VFW Post 2619. He thanked the staff and students for an excellent program in honor of Veteran’s Day. His letter is included with the approved minutes of this meeting.

**E PUBLIC COMMENT OR QUESTIONS** – Opened at 8:40 p.m.

None.

Closed at 8:41 p.m.

**F ANNOUNCEMENT OF MEETING** – Reorganization Meeting – January 9, 2014

**G ADJOURNMENT TO CLOSED SESSION**

**H RESOLUTION FOR CLOSED SESSION** – TIME: 8:43 p.m.

It is the RECOMMENDED MOTION: “that the following Resolution for Closed Session be approved:

RESOLVED by the Board of Education of the Borough of Roseland that it shall meet in Closed Session this evening following the regular business meeting to discuss safety and security issues.

The Board will publicly disclose information pertaining to topics discussed as soon thereafter as possible and once the reasons for non-disclosure no longer exist.

The topics to be discussed are within the exemptions which are permitted to be discussed in private session pursuant to P.L. 1975, Chapter 231.”

MOTION by Mr. Farina, SECOND by Mrs. Gordon.

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

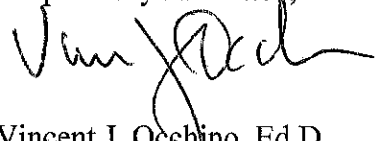
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Meeting Closed at 9:40 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Vincent J. Occhino". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Vincent J. Occhino, Ed.D.  
Interim Business Administrator/Board Secretary