

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

REGULAR BUSINESS MEETING

MARCH 13, 2014

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**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 13, 2014**

DATE

March 13, 2014

PRESENT BOARD MEMBERS

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

MEETING

Regular Business Meeting

ABSENT

-0-

TIME

7:30 p.m.

ADJOURNED

10:00 p.m.

OTHERS PRESENT

(3) Staff
(4) Citizens
Mr. Burke, Progress Reporter

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.

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A-4 APPROVAL OF MINUTES—Regular Business Meeting and Closed Session—February 27, 2014

MOTION by Mrs. DiGiacomo, SECOND by Mr. Farina that the minutes of the February 27, 2014 Regular Monthly Meeting and Closed Session be approved.

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

A-5 SUPERINTENDENT'S REPORT

- Genesis Parent Portal
Mrs. Hans-McNeilly reviewed the Genesis Parent Portal, available in April, giving parents access to grades and report cards online.
- HIB Grade
The Superintendent explained the state's HIB grading system.
- HIB Report
There were no HIB incidents since the last Board meeting.
- Ethics Training/Goal Setting
The Superintendent indicated this would take place shortly.
- PARCC Test Pilot Update
Mr. Rutzky reviewed the PARCC pilot program including the upcoming practice test on Friday, March 21st with the 4th graders.
- Mr. Rutzky and Mr. Mastrangelo met with the Roseland Recreation Committee, who requested the option of placing a sign at the school as a reminder for major recreation sign up deadlines. The Board agreed to a test period and will look to evaluate the success prior to continuing.
- Mr. Rutzky discussed three different requests for renting the school baseball/softball fields. He indicated that fields are available this spring on Sundays and presented tiered pricing options similar to surrounding communities. The Board was generally favorable to the concept and will resume the discussion at the next board meeting in April.

A-6 INTERIM BUSINESS ADMINISTRATOR'S REPORT

- Budget
Dr. Occhino and Mr. Rutzky provided the preliminary budget for 2014-2015 which will result in a 0.85% increase to school taxes for next year.

A-7 PRINCIPAL'S REPORT

Mrs. Dacosta provided highlights of recent activities such as foreign language week, and upcoming events such as parent/teacher conferences, spring concert, and 6th grade MAP testing at West Essex.

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A-8 BOARD COMMITTEE REPORTS

- a. President's Report – None
- b. Committee Reports
Mrs. Gordon provided an H.S.A. update regarding successful Noecker nights, Lego movie and upcoming tricky tray.

A-9 PUBLIC COMMENT – (on policies and/or agenda items only)

Opened at 8:50 p.m. – No comments

Closed at 8:51 p.m.

B OLD BUSINESS

None

C NEW BUSINESS

C-1 Finance

- a. Adoption of the Preliminary 2014-2015 Budget

By resolution, the administration is requesting approval to submit to the Essex County Executive Superintendent of Schools a preliminary 2014-2015 budget with the following Fund Allocations:

General Fund	\$7,555,861
Special Revenue Fund	\$ 81,042
Debt Service Fund	<u>\$ 779,550</u>
Total Budget	\$8,416,453

And that the Secretary is hereby authorized to certify to the proper authorities that the following amounts are to be raised by taxation:

General Fund	\$7,001,230
Debt Service	<u>\$ 737,165</u>
	\$7,738,395"

**BOARD OF EDUCATION
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C NEW BUSINESS

C-1 Finance – (continued)

b. 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 February 28, 2014 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."

c. Acceptance of Report of Treasurer of School Monies – February 28, 2014

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Report of Treasurer of School Monies for the period ending February 28, 2014."

d. Acceptance of Board Secretary's Report – February 28, 2014

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Board Secretary's Report for the period ending February 28, 2014."

e. Acceptance of Cafeteria Report – February 28, 2014

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Cafeteria Report for the period ending February 28, 2014."

f. Approval for Payment of Bills and Claims – March 13, 2014

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following enclosed Payment of Bills and Claims for the period ending March 13, 2014:

General Fund	\$196,890.94
Fund 60	\$ 11,694.60"

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C NEW BUSINESS

C-1 Finance – (continued)

g. Approval for Language Arts/PARCC Presentation

It is the RECOMMENDED MOTION of the Superintendent: “to approve the following teachers for four (4) hours of preparation and presentation at the April 7, 2014 parent meeting for Language Arts and PARCC at the hourly rate of \$55.00/hour, totaling \$220.00.

Ms. Janet Boggio
Mrs. Denise DeMartinis
Mrs. Hope Garofano

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

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

C-2 Facilities

a. Building Use Request

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

Roseland Borough Hall/Roseland Recreation Department
Baseball/Softball Opening Day Ceremony
Noecker Front and Back Fields
April 26, 2014, Saturday
8:30 a.m. – 11:00 a.m.

Sustainable Roseland
Community Farmer’s Market
Corner Roseland/Harrison Avenues
June 13, 2014 to November 7, 2014, Fridays
10:00 a.m. to 8 p.m.

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C NEW BUSINESS

C-2 Facilities - (continued)

Roseland Environmental Commission
Shredding Day (Safe Shredding Company)
Parking Lot on Harrison Avenue
April 12, 2014, Saturday
10:00 a.m to 2:00 p.m.

Roseland Cub Scouts Pack 801
Pinewood Derby Weight-in
Gym Atrium
March 26, 2014, Wednesday
7:00 p.m. to 9:00 p.m.

Roseland Cub Scouts Pack 801
Pinewood Derby Weight-in
Pinewood Derby
½-New Gym
March 28, 2014, Friday
6:00 p.m. to 9:00 p.m.”

New Business Matters, Section C-2 - Facilities (MOTION by Mrs. DiGiacomo, SECOND by Mr. Farina to approve Item a.)

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

C-3 Personnel

a. Approval of Paid Medical Leave for Cara Cunha, Position Control No. 65

It is the RECOMMENDED MOTION of the Superintendent: “to approve a paid medical leave for Cara Cunha, Position Control No. 65, from March 24, 2014 through May 5, 2014.”

b. Approval of an Increase in Substitute Pay Rate for Elissa Freda

It is the RECOMMENDED MOTION of the Superintendent: “to approve the increase in substitute pay rate for Elissa Freda from \$75.00/day to \$150/day effective March 3, 2014.”

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C NEW BUSINESS

C-2 Personnel - (continued)

c. Approval of Anne Rechten as a Teacher Aide, Position Control No. 106

It is the RECOMMENDED MOTION of the Superintendent: "to approve Anne Rechten as a Teacher Aide, Position Control No. 106, at a salary of \$14.50/hour from 9:00 a.m to 3:20 p.m. with a start date of March 14, 2014 to the last day of school for the 2013-2014 school year.

d. Teacher Substitute List

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following substitutes for the 2013-2014 school year at the approved substitute rate:

Melissa Davenport
Shannon Marnell
Karen Stecher
Brooke Sunshine"

New Business Matters, Section C-3 Personnel (MOTION by Mr. Farina, SECOND by Mrs. DiGiacomo to approve Items a. through d.)

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

C-4 Bylaws, Policies and Regulations

a. Approve the Revised Bylaws, Policies and/or Regulations

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following revised bylaws, policies and/or regulations:

Policy No. 2260	Affirmative Action Program for School and Classroom Practices (M)
Policy No. 2415	No Child Left Behind Programs (M)
Policy No. 6220	Budget Preparation (M)
Policy No. 9320	Cooperation with Law Enforcement Agencies (M)"

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C NEW BUSINESS

C-4 Bylaws, Policies and Regulations - (continued)

b. Approve the First Reading of Bylaws, Policies, and/or Regulations

It is the RECOMMENDED MOTION of the Superintendent: "to approve the first reading of the following bylaws, policies and/or regulations:

Regulation No. 2260R	Affirmative Action Program for School and Classroom Practices Complaint Procedure (M)
Policy No. 2415.02	Title I-Fiscal Responsibilities (M)
Policy No. 2466	Needless Public Labeling of Pupils with Disabilities (M)
Policy No. 5130	Withdrawal from School (M)
Regulation No. 5130R	Withdrawal from School (M)
Policy No. 6112	Reimbursement of Federal and Other Grant Expenditures (M)
Regulation No. 6112R	Reimbursement of Federal and Other Grant Expenditures (M)
Regulation No. 6220R	Budget Preparation
Policy No. 6424	Emergency Contracts
Regulation No. 6424R	Emergency Contracts
Policy No. 6480	Purchase of Food Supplies (M)"

c. Approval to Abolish Bylaws, Policies, and/or Regulations

It is the RECOMMENDED MOTION of the Superintendent: "to approve the abolishment of the following bylaws, policies and/or regulations:

Policy No. 9322 Drug Free School Zones" (This policy was replaced with Policy No. 9320-Cooperation with Law Enforcement Agencies)

New Business Matters, Section C-4 Bylaws, Policies and Regulations (MOTION by Mr. Farina, SECOND by Ms. Parkinson to approve Items a. through c.)

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

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C NEW BUSINESS

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 Members: Janet Boggio
 Event: Rutgers 46th Annual Reading & Writing Conference
 Location: New Brunswick, NJ
 Purpose: Workshop
 Date: March 28, 2014
 Cost: \$150 and OMB mileage

New Business Matters, Section C-5 - Travel (MOTION by Mrs. DiGiacomo, SECOND by Mr. Farina to approve Item a.)

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

C-6 Miscellaneous

a. Acceptance of a donation from the Roseland Boosters

It is the RECOMMENDED MOTION of the Superintendent: “to accept donations from the Roseland Boosters as follows:

5-piece drum set, cymbals and associated hardware, a rolling case, music stands and purchased music scores
 Sky-Line 8’ x 10’ Booth with graphics case
 Microwave Oven”

New Business Matters, Section C-6 – Miscellaneous (MOTION by Mrs. DiGiacomo, SECOND by Ms. Parkinson to approve Item a.)

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

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D CORRESPONDENCE

None

E PUBLIC COMMENTS

Open at 9:00 p.m.

No comments

Closed at 9:02 p.m.

F ANNOUNCEMENT OF MEETING – Regular Business Meeting - April 25, 2013

G ADJOURNMENT TO CLOSED SESSION

H RESOLUTION FOR CLOSED SESSION

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, and personnel 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 Mrs. DiGiacomo, SECOND by Mr. Farina.

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

Adjourned to Closed Session at 9:03 p.m.

**BOARD OF EDUCATION
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I ADJOURN

At 10:00 p.m.

Respectfully submitted,



Vincent J. Occhino, Ed.D.

Interim Business Administrator/Board Secretary