

**BOARD OF EDUCATION  
ROSELAND, NEW JERSEY**

**REGULAR BUSINESS MEETING**

**MARCH 16, 2016**

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**DATE**

March 16, 2016

**PRESENT BOARD MEMBERS**

Mrs. DiGiacomo  
Mr. Goldstein  
Mr. Gorman  
Mrs. Perrotti  
Mrs. Gordon

**MEETING**

Business Meeting

**ABSENT****TIME**

7:30 p.m.

**ADJOURNED**

10:30 p.m.

**OTHERS PRESENT**

Mrs. Gross  
Mr. Bohm  
Ms. Thorn  
Mr. Burke, The Progress  
(1) Community Member  
(3) Staff

**PLACE**

Lester C. Noecker School

**A-1 CALL TO ORDER****A-2 ROLL CALL****A-3 FLAG SALUTE****A-4 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-5 APPROVAL OF MINUTES** – Regular and Closed Session Meeting Minutes – February 25, 2016

It is the RECOMMENDED MOTION of the Superintendent: “that the minutes of the Regular and Closed Session Board Meeting – February 25, 2016 be approved.”

MOTION by Mrs. Gordon, SECOND by Mrs. DiGiacomo

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes. Mrs. DiGiacomo, Mr. Goldstein. Abstain.

**A-6 SUPERINTENDENT’S REPORT**

- Budget Update with Mr. Bohm, Business Administrator – Mr. Bohm did a slide presentation on the budget.
- Personnel Update – Mrs. Gross updated the Board on the three (3) new staff members: Ms. Jenna Buccelli, Kindergarten teacher, Ms. Martucci, long-term maternity substitute in 5<sup>th</sup> Grade, and Riah Singh-Lopez, classroom aide. The Superintendent also indicated that the search for an interim custodian is on-going.
- Discussion of Unused Snow Days – The Superintendent discussed the give back of unused snow days to the staff. Suggested dates included Memorial Day, end of the year or Easter break. In order to synch with West Essex it was proposed that Memorial Day weekend was best so as not to impact graduation.
- Discussion of Delayed Opening – After a great deal of research, the following points were considered: inability to get quotes from other transportation vendors, insufficient busses from STA/Jordan, West Essex Consortium has moved delayed openings to two (2) hours, and bid busing separately from West Essex. Since there were no strong options available to the district, the two (2) hours delayed opening was proposed as the most viable solution.
- Mindfulness Workshop Follow-up – Ms. Thorn presented a PowerPoint slide show on the positive impact of this program on both staff and students.
- HIB Monthly Report – No HIB incidents.

**A-7 NEW JERSEY SCHOOL BOARDS ASSOCIATION PRESENTATION**

- Ethics Training and Legislative Update from New Jersey School Boards Association representatives Charlene Peterson and Michael Kaelber, Director of NJSBA Legal & Labor Relations – New Jersey School Boards presented a slide show regarding ethics and School Ethics Committee (SEC) advisory opinions. The NJSBA reminded board members that, “You always get your say, but you don’t always get your way.”

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**A-8 BUSINESS ADMINISTRATOR'S REPORT**

- Bid Results for Paving Project – Mr. Bohm discussed the bidding process, the bids received and the final award decision.

**A-9 PRINCIPAL'S REPORT**

Ms. Greenwald updated the Board members on the Student News, and NJ Makers Day on March 21-25, 2016. She reminded parents about Parent/Teacher Conferences which will take place March 28-30, 2016. Rehearsals for the school play, Tut, Tut is taking place. Other points presented were the success of the Wax Museum and Autism Awareness program.

**A-10 BOARD COMMITTEE REPORTS**

- a. President's Reports – Mrs. Gordon commended the Board for coming together and the proactive efforts made. The President discussed the Board Charter and Bylaw and thanked the committees and administrators for their support.
- b. Committee Reports – Personnel - Mrs. DiGiacomo is working in committee to gather more information and review such before meetings which will lead to actions to support future decisions. She thanked the administration for providing the depth and thorough information for the Board members to make informed decisions. Mrs. DiGiacomo also thanked Ms. Greenwald for all of her hard work.

**A-11 PUBLIC COMMENT – (on policies and/or agenda items only)**

The bidding process and the budget brought questions from the attendees.

**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 February 29, 2016 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate

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**C NEW BUSINESS**

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

- a. Board of Education's Monthly Certification Budgetary Major Account/Fund Status-  
(continued)

district officials, to the best of our knowledge no major account or fund has been over expended 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."  
(Board Goal No. 3)

- b. Acceptance of Report of Treasurer of School Monies – February 29, 2016

It is the RECOMMENDED MOTION of the Superintendent: "to accept the Report of Treasurer of School Monies for the period ending February 29, 2016." (Board Goal No. 3)

- c. Acceptance of Board Secretary's Report – February 29, 2016

It is the RECOMMENDED MOTION of the Superintendent: "to accept the Board Secretary's Report for the period ending February 29, 2016." (Board Goal No. 3)

- d. Approval for Payment of Bills and Claims – March 16, 2016

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following Payment of Bills and Claims for the period ending March 16, 2016: (Board Goal No. 3)

General Fund	\$152,605.58
Fund 60	\$ 13,776.59

- e. Line Item Transfers – February 2016

It is the RECOMMENDED MOTION of the Superintendent: "to approve the Budget Transfers for the months of February, 2016 in the amount \$2,658.39." (Board Goal No. 3)

- f. Acceptance of Cafeteria Report – February 29, 2016

It is the RECOMMENDED MOTION of the Superintendent: "to accept the Cafeteria Report for the period ending February 29, 2016." (Board Goal No. 3)

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**C     NEW BUSINESS**

**C-1   Finance - (continued)**

g.     Adoption of the Preliminary 2016-2017 Budget

It is the RECOMMENDED MOTION of the Superintendent: "BE IT RESOLVED that the Roseland Board of Education authorize the submission of the 2016-2017 Preliminary School Budget to the Essex County Executive Superintendent of Schools with the following Fund Allocations:

	<b>Budget</b>		<b>Local Tax Levy</b>
Total General Fund	\$ 8,029,579.00	\$	7,462,179.00
Total Special Revenue Fund	\$ 71,000.00		N/A
Total Debt Service Fund	\$ 812,825.00	\$	812,825.00
Totals	\$ 8,913,404.00	\$	8,275,004.00

BE IT FURTHER RESOLVED, that the Roseland Board of Education authorize the transfer of an amount not to exceed \$90,000.00 from Capital Reserve to partially fund the purchase of equipment for the purpose of technology upgrades, and safety and security; and

NOW THEREFORE BE IT FURTHER RESOLVED, that the Roseland Board of Education allocate, as per the unused spending authority N.J.S.A. 18A:7F-39, or commonly referred to was generated in budget year 2014-15. The inclusion of the "banked cap" is for the purpose of balancing Revenues/Appropriations in the proposed 2016-17 budget and that the stated need will be completed by June 30, 2017." (*District Goal No. 2, Board Goal No. 3*)

h.     Award Contract to D&L Paving Contractors for the 2015-2016 School Year

WHEREAS, the Roseland Board of Education authorize the placement of Notice to Bidders in the Star Ledger for substitute management services on February 20, 2016, and;

WHEREAS, sealed bids were received on March 9, 2016, and;

WHEREAS, the bids were submitted as follows:

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**C NEW BUSINESS**

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

h. Award Contract to D&L Paving Contractors for the 2015-2016 School Year - (continued)

Company	Base Bid
D&L Paving Contractors	\$149,152.90
AJM Contractors, Inc.	\$199,000.00
J. A. Alexander, Inc.	\$239,507.98
Top Line Construction Corp.	\$245,055.12
Crossroads Pavement Maintenance	\$287,700.00

WHEREAS, the bid submitted by D&L Paving Contractors was fully evaluated and subsequently determined to be the low bidder,

NOW THEREFORE BE IT RESOLVED that a contract for the paving project be awarded to D&L Paving Contractors for work to commence on or after June 22, 2016.”  
(District Goal No. 2, Board Goal No. 3)

i. Accept a Donation from the Sabato Family For Autism Awareness

It is the RECOMMENDED MOTION of the Superintendent: "to graciously accept a donation of \$45.99 from the Sabato Family for Autism Awareness supplies."

New Business Matters, Section C-1 Finance MOTION by Mr. Gorman, SECOND by Mrs. DiGiacomo to approve Items a. through i.

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

**C-2 Facilities**

a. Building Use Request

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

Organization	Dates	Day(s)	Time(s)	Purpose	Room/Area
Mad Science	4/19, 4/21, 4/26, 4/28, 5/3, 5/5, 5/10, 5/12, 5/17, 5/19, 5/24, 5/26/16	Tuesdays & Thursdays	3:30 pm-4:30 pm	Science Projects	Classrooms



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**C NEW BUSINESS**

**C-2 Facilities - (continued)**

**a. Building Use Request - (continued)**

HSA Tut, Tut School Play	3/14, 3/21/16 3/8, 3/15, 3/22/16 3/9, 3/16, 3/23/16 3/11, 3/18/16	Mondays Tuesdays Wednesdays Fridays	5:30 pm-7:00 pm 3:30 pm-6:00 pm 5:00 pm-9:00 pm 3:30 pm-7:00 pm	Play Rehearsals	MPR
MAC Funtastics Raptors	4/1, 4/8, 4/22, 4/29, 5/6, 5/13, 5/20/16	Fridays	6:15 p.m.-9:15 p.m.	Basketball	Sierchio Gym
Roseland Athletic Club	3/22, 3/23, 4/5, 4/6, 4/19, 4/20, 4/26, 4/27, 5/3, 5/4, 5/10, 5/11, 5/24, 5/25/16	Tuesdays & Wednesdays	6:30 p.m.-8:30 p.m.	Basketball	Sierchio Gym
Roseland Cub, Boy & Girl Scouts	4/2, 4/3, 4/9, 4/10, 4/16, 4/17, 4/23, 4/24, 4/30, 5/1, 5/7, 5/8, 5/14, 5/15, 5/21, 5/22, 5/28, 5/29, 6/4, 6/5, 6/11, 6/12/16	Saturdays & Sundays	11:00 a.m.-4:00 p.m.	Nature Trail Clean Up	Nature Trail

*(District Goal No. 2, Board Goal No. 3)*

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

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

**C-3 Personnel**

**a. Appointment – Affirmative Action Officer**

It is the RECOMMENDED MOTION of the Superintendent: "to appoint Katherine Thorn as Affirmative Action Officer from March 16, 2016 through June 30, 2016."

**b. Approve Riah Singh-Lopez as a Classroom Aide, Position Control No. 106**

It is the RECOMMENDED MOTION of the Superintendent: "to approve Riah Singh-Lopez as a Classroom Aide, Position Control No. 106, at an hourly rate of \$17.00, with no benefits, effective March 17, 2016."

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**C NEW BUSINESS**

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

c. Approve Jenna Buccelli as a Kindergarten Teacher, Position Control No. 041

It is the RECOMMENDED MOTION of the Superintendent: "to approve Jenna Buccelli as a Kindergarten teacher, Position Control No. 041, on Step 1, BA+15, at an annual salary of \$50,685.00, pro-rated to \$16,219.00, effective March 28, 2016 with full benefits."

d. Approve Danielle Martucci as a Long-Term Maternity Leave Replacement

It is the RECOMMENDED MOTION of the Superintendent: "to approve Danielle Martucci as a long-term maternity leave replacement for Julieth Santos commencing April 18, 2016 through the last day of school 2016, on BA, Step 1, at an annual salary of \$48,685.00, pro-rated from the start date \$12,171.00, with benefits."

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

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

**C-4 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: (District Goals No. 1, 2, and 3)

Staff Member:	Robyn Greenwald
Event:	Next Generation Science Standards
Location:	Jersey City, NJ
Purpose:	Workshop
Date:	March 18, 2016
Cost:	Registration Fee: \$350 Mileage at OMB rate

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**C NEW BUSINESS**

**C-4 Travel - (continued)**

a. Approval of Travel and Work Related Expenses - (continued)

Staff Member: Amy Dahn and Kathleen Shelley  
 Event: Understanding & Managing School Avoidance  
 Location: West Orange, NJ  
 Purpose: Workshop  
 Date: March 8, 2016  
 Cost: Mileage at OMB rate

Staff Member: Lynn Cummings  
 Event: PARCC 2016 Training  
 Location: Whippany, NJ  
 Purpose: Training Workshop  
 Date: March 9, 2016  
 Cost: Mileage at OMB rate

Staff Member: Steven Bini  
 Event: Statistics & Probability Workshop  
 Location: Fairfield, NJ  
 Purpose: Workshop  
 Date: March 17, 2016  
 Cost: Fee: \$135.00  
 Mileage at OMB rate

Staff Member: Kathleen Shelley  
 Event: National Association of Social Workers  
 Location: Atlantic City, NJ  
 Purpose: Conference  
 Date: May 2, 2016  
 Cost: Mileage at OMB rate"

New Business Matters, Section C-4 - Travel MOTION by Mr. Gorman, SECOND by Mrs. DiGiacomo to approve Item a.

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

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**C NEW BUSINESS**

**C-5 Miscellaneous**

a. Approval for Submission of the Comprehensive Equity Plan 2016-2017

It is the RECOMMENDED MOTION of the Superintendent: "to approve the submission of the Comprehensive Equity Plan for the 2016-2017 school year."

b. Approval for Roseland Board of Education Charter: Guidelines for Best Practices

It is the RECOMMENDED MOTION of the Superintendent: "to approve the Roseland Board of Education Charter: Guidelines for Best Practices for the 2016 calendar year." (*District Goal No. 2, Board Goal No. 1*)

c. Approve the Two (2) Hour Delayed Opening Start Time

It is the RECOMMENDED MOTION of the Superintendent: "to approve the change in delayed opening start time from one and one-half hours (1-1/2) to two (2) hours." (*District Goal No. 2, Board Goal No. 1*)

d. Approve the Roseland Education Association Sidebar

It is the RECOMMENDED MOTION of the Superintendent: "to approve the sidebar agreement for the 2015-2016 school year between the Roseland Board of Education and the Roseland Education Association for the 2015-2018 collective bargaining agreement." (*District Goals No. 1 and 2, Board Goal No. 1*)

e. Approve the Unused Snow Days Give Back Dates

It is the RECOMMENDED MOTION of the Superintendent: "to approve the unused snow days give back dates as follows:

Friday, May 27, 2016  
Tuesday, May 31, 2016"

New Business Matters, Section C-5 Miscellaneous MOTION by Mrs. DiGiacomo, SECOND by Mrs. Perrotti to approve Items a. through e.

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

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**D CORRESPONDENCE**

Letter from Roseland Recreation regarding Senior Citizen of the Year nomination. The letter was received past deadline, so it could not be addressed. Recreation Department will be contacted to rectify the issue.

**E PUBLIC COMMENT**

None.

**F ANNOUNCEMENT OF MEETING – Regular Business Meeting – April 28, 2016**

**G MOTION TO ADJOURN**

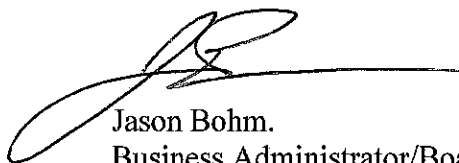
MOTION by Mrs. Perrotti, SECOND by Mr. Goldstein to adjourn meeting.

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

**H ADJOURNMENT**

Meeting adjourned at 10:30 p.m.

Respectfully submitted,



Jason Bohm.  
Business Administrator/Board Secretary