

**BOARD OF EDUCATION  
ROSELAND, NEW JERSEY**

**BUSINESS MEETING  
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL  
JANUARY 21, 2016**

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**A-1 CALL TO ORDER** – Mrs. Gordon

**A-2 ROLL CALL** – Mr. Bohm

**A-3 FLAG SALUTE**

**A-4 NOTICE OF MEETING**

**A-5 APPROVAL OF MINUTES** - Regular Monthly Meeting and Closed Session – December 17, 2015 and Reorganization Meeting - January 7, 2016

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

**ROLL CALL VOTE**

**A-6 SUPERINTENDENT’S REPORT**

- Governor’s Educator of the Year – JoAnn Brady and Amy Dahn
- District Goals Update
- HIB Report – 9/1/15 to 12/31/15

**A-7 BUSINESS ADMINISTRATOR’S REPORT**

- Title I Discussion
- Capital Projects
- Budget
- Agenda Items

**A-8 PRINCIPAL’S REPORT**

**A-9 BOARD COMMITTEE REPORTS**

- a. President’s Report
- b. Committee Reports

**A-10 PUBLIC COMMENT** – (on policies and/or agenda items only)

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**B OLD BUSINESS**

**B-1 Bylaws, Policies & Regulations**

- a. Adoption on Second Reading of Bylaws/Policies and/or Regulations

It is the RECOMMENDED MOTION of the Superintendent: “to approve on second reading the following bylaws/policies and/or regulations:

Policy No. 8140      Pupil Enrollment (M)”

Old Business Matters, Section B-1 Bylaws, Policies & Regulations (MOTION to approve Item a.)

MOTION: \_\_\_\_\_                      SECOND: \_\_\_\_\_

ROLL CALL

**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 December 31, 2015 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.” *(Board Goal No. 3)*

- b. Acceptance of Board Secretary’s Report – December 31, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the Board Secretary’s Report for the period ending December 31, 2015.” *(Board Goal No. 3)*

- c. Acceptance of Report of Treasurer of School Monies – December 31, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the Report of Treasurer of School Monies for the period ending December 31, 2015.” *(Board Goal No. 3)*

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**C     NEW BUSINESS**

**C-1   Finance - (continued)**

d.     Approval for Payment of Bills and Claims – January 21, 2016

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Payment of Bills and Claims for the period ending January 21, 2016: (*Board Goal No. 3*)

General Fund	\$326,339.31
Cafeteria Fund	\$12,203.32”

e.     Acceptance of Cafeteria Report – December 31, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the December 31, 2015 Cafeteria Report.” (*Board Goal No. 3*)

f.     Line Item Transfers – December, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Budget Transfers for the month of December, 2015 in the amount \$19,362.20.” (*Board Goal No. 3*)

g.     Approve the Morris Essex Insurance Group Membership Renewal

“**WHEREAS**, a number of Boards of Education in Essex County have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B and;

**WHEREAS**, said Pool was approved effective February 10, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

**WHEREAS**, the Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool, and;

**WHEREAS**, the Board of Education of Roseland has determined that membership in the **MORRIS ESSEX INSURANCE GROUP** is in the best interest of the District;

**NOW THEREFORE**, be it resolved that the Board of Education of Roseland does hereby agree to renew membership in the **MORRIS ESSEX INSURANCE GROUP** and

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**C NEW BUSINESS**

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

- g. Approve the Morris Essex Insurance Group Membership Renewal - (continued)

hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2016 to June 30, 2019.

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Pool's Bylaws and to deliver the same to the Executive Director.” (*District Goal No. 2*)

- h. Approve the Roseland Purchasing Manual – 2015-2016 School Year

It is the RECOMMENDED MOTION of the Superintendent: "to approve the Roseland Purchasing Manual for the 2015-2016 school year.” (*District Goal No. 2*)

- i. Approve Amending the Vendor Voucher Quote Threshold Amount

It is the RECOMMENDED MOTION of the Superintendent: “that pursuant to N.J. Statute 18A:19-3 all claims and demands, that equal or exceed 15 percent of the bid threshold amount only, or \$6,000.00 for a qualified purchasing agent (QPA), shall be verified by affidavit, or by a signed declaration in writing such as a vendor voucher except for payrolls and debt service or except as provided in N.J. Statute 18A:19-4.” (*District Goal No. 2*)

- j. Approve Payment to Tammy Rager-Yoga and Mindfulness in the Classroom and at Home

It is the RECOMMENDED MOTION of the Superintendent: "to approve payment of \$300.00 to present Yoga and Mindfulness in the Classroom and at Home, to be presented at a staff meeting, on February 8, 2016.” (*District Goal No. 2*)

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**C     NEW BUSINESS**

**C-1   Finance - (continued)**

k.     Approve Signatory Change to the Roseland Schools Activities Account

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following signatory change to the Roseland Schools Activities Account at M&T Bank (formerly Hudson City Savings Bank): (*District Goal No. 2*)

Superintendent: Lisa J. Gross  
Principal: Robyn Greenwald  
Supt. Secretary: Lorraine Davidson”

l.     Approval of Signatory Change to the Capital Projects and Accounts Payable-General Accounts at TD Bank

It is the RECOMMENDED MOTION of the Superintendent: “to approve the signatory change to the Capital Project, and Accounts Payable-General, at TD Bank, as follows: (*District Goal No. 2*)

Board President:             Anna Gordon  
Business Administrator:     Jason M. Bohm  
Treasurer of School Monies: Michael Falkowski”

m.     Approve the Submission of the Paving Project to the Department of Education

It is the RECOMMENDED MOTION of the Superintendent: "to approve the submission of the following school facilities project to the New Jersey Department of Education for review and approval; no funding is available for this project:

<u>School</u>	<u>Project</u>
Lester C. Noecker School	Parking Lot & Drive Repaving Project

“BE IT FURTHER RESOLVED: that the Board also approves an amendment to the District’s Long Range Facilities Plan.” (*District Goal No. 2*)





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**C     NEW BUSINESS**

**C-3   Personnel - (continued)**

- c.     Family Leave/Child Care Leave–Julieth Santos, Position Control No. 039 - (continued)

5/12/2016 to 6/30/2016     Remaining six (6) weeks of FMLA leave,  
concurrently designated as six (6) weeks of NJFLA  
leave to care for newly-born child (Unpaid)

9/1/2016                     Return to work”  
(First day of Staff Return)

- d.     Approve a Leave of Absence Extension for Employee ID# 100019

It is the RECOMMENDED MOTION of the Superintendent: "to approve the use of eighteen (18) sick days for a leave of absence extension for Employee ID# 100019, commencing January 25, 2016 through February 19, 2016.”

- e.     Approve Payment to Staff for Participation in the Preschool/ Kindergarten Orientation

It is the RECOMMENDED MOTION of the Superintendent: "to approve the payment of \$55.00/hour not to exceed one (1) hour to Marie Hardenberg, Megan Barone, Elissa Eccleston, Lori McGrath, Frances Noronha, and Lynn Cummings for their participation in the Preschool/Kindergarten Orientation on January 19, 2016.”

- f.     Approve Payment of Overtime to Catherine Overbeck for Kindergarten Orientation

It is the RECOMMENDED MOTION of the Superintendent: "to approve the payment of one (1) hour of overtime in the amount of \$33.46 to Catherine Overbeck for Kindergarten Orientation on January 19, 2016.”

New Business Matters, Section C-3 Personnel (MOTION to approve Items a. through f.)

MOTION: \_\_\_\_\_                     SECOND: \_\_\_\_\_

ROLL CALL VOTE





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**C     NEW BUSINESS**

**C-5   Miscellaneous - (continued)**

b.     Approve the Resolution for School Board Recognition Month in New Jersey

It is the RECOMMENDED MOTION of the Superintendent: “to approve the resolution to commend the efforts of all school boards in New Jersey and to urge the public to support the efforts to improve education.

WHEREAS, The New Jersey School Boards Association and the National School Boards Association have declared January 2016 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Roseland Board of Education is one of more than 600 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Roseland Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine community goals for the education of 1.4 million children in Pre-Kindergarten through 12<sup>th</sup> grade; and

WHEREAS, New Jersey’s 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation’s best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

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**C     NEW BUSINESS**

**C-5   Miscellaneous - (continued)**

- b.     Approve the Resolution for School Board Recognition Month in New Jersey - (continued)

RESOLVED, That the Roseland Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2016 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Roseland Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children’s education.” (*District Goal No. 2*)

- c.     A Uniform State Memorandum of Agreement between Education and Law Enforcement Officials

In 1988, the Roseland Board of Education approved A Uniform State Memorandum of Agreement between Education and Law Enforcement Officials. Since that time, all public school districts are now required to annually adopt and implement the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Updated Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.” (*District Goal No. 2*)

- d.     Approval of 2016-2017 District Calendar

It is the RECOMMENDED MOTION of the Superintendent: “to approve the 2016-2017 District Calendar.”

- e.     Committee Appointments

It is the RECOMMENDED MOTION of the Superintendent: “to adopt and form Board of Education committees from January 21, 2016 to January 5, 2017.” (*District Goal No. 2 and Board Goal No. 1*)

New Business Matters, Section C-5 Miscellaneous (MOTION to approve Items a. through e.)

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_

ROLL CALL VOTE

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**C NEW BUSINESS**

**C-6 Facilities**

a. Building Use Request(s)

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

Organization	Dates	Day(s)	Time(s)	Purpose	Room/Area
HSA School Play Tut, Tut	1/14, 1/15/16	Thursday Friday	3:30 pm-5:30 pm	Auditions	MPR
HSA School Play Tut, Tut	1/25/, 2/1, 2/8, 2/22, 2/29, 3/7, 3/14, 3/21/16	Monday	5:30 pm-6:15 pm	Rehearsals	MPR
HSA School Play Tut, Tut	1/26, 2/2, 2/9, 3/1, 3/8, 3/15, 3/22/16	Tuesday	3:30 pm-5:00 pm	Rehearsals	MPR
HSA School Play Tut, Tut	2/3, 2/10, 2/17, 3/2, 3/9, 3/16, 3/23/16	Wednesday	5:00 pm-6:15 pm	Rehearsals	MPR
HSA School Play Tut, Tut	1/21, 2/4, 2/11, 2/18, 2/25,3/3, 3/10, 3/17, 3/24/16	Thursday	3:30 pm-5:00 pm	Rehearsals	MPR
HSA School Play Tut, Tut	2/5, 2/12, 2/26, 3/11, 3/18/16	Friday	3:30 pm-5:30 pm	Rehearsals	MPR
HSA School Play Tut, Tut	2/20, 2/27, 3/19/16	Saturday	1:00 pm-5:00 pm	Rehearsals	MPR
HSA School Play Tut, Tut	3/28/16 3/29/16	Monday Tuesday	1:00 pm-4:00 pm 7:00 pm-9:00 pm	Dress Rehearsal	MPR
HSA School Play Tut, Tut	3/30/16	Wednesday	5:00 pm-9:00 pm	Performance	MPR
HSA School Play Tut, Tut	3/31/16	Thursday	5:00 pm-9:00 pm	Performance	MPR
HSA Lego Robotics	2/3, 2/10, 2/17, 2/24, 3/2, 3/9, *3/16/16	Wednesday	3:30 pm-4:30 pm	Engineering Projects	Classrooms
HSA Lego Robotics	3/23, 4/6, 4/20, 4/27, 5/4, 5/11, *5/18/16	Wednesday	3:30 pm-4:30 pm	Engineering Projects	Classrooms
*Make-up Dates					

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

b. Approve an Eagle Scout Project for Improvements to the Court Yard at Noecker School

It is the RECOMMENDED MOTION of the Superintendent: "to approve an Eagle Scout project for improvements to the court yard at Noecker School to be completed by Michael Sigler as part of his goal to earn his Eagle Scout rank."

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**C     NEW BUSINESS**

**C-6   Facilities**

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

New Business Matters, Section C-6 Facilities (MOTION to approve Items a. through b.)

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

ROLL CALL

**D     CORRESPONDENCE**

**E     PUBLIC COMMENT**

**F     ANNOUNCEMENT OF MEETING – February 25, 2016 – Regular Monthly Meeting**

**G     ADJOURN**