

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REORGANIZATION & REGULAR BUSINESS MEETING
JANUARY 8, 2018 – 7:30 p.m.**

DATE

January 8, 2018

PRESENT BOARD MEMBERS

Mrs. Gordon
Mr. Gorman
Mrs. Perrotti
Mrs. Savarese
Mrs. Scaraggi

MEETING

Reorganization &
Regular Business Meeting

ABSENT

TIME

7:30 p.m.

ADJOURNED

OTHERS PRESENT

Ms. Kot
Ms. Somers
Ed Burke (*The Progress*)
Community Members

PLACE

Lester C. Noecker School

I. **CALL TO ORDER** – Ms. Julie A. Kot, Board Secretary

II. **STATEMENT OF COMPLIANCE** – Open Public Meeting Act

In compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, notice of this reorganization meeting has been properly advertised in the newspapers of record, and the agenda has been posted at the appropriate locations, and a copy has been filed with the Borough Clerk of Roseland.

III. **FLAG SALUTE**

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IV. RESULTS OF ANNUAL SCHOOL BOARD ELECTION – TWO THREE YEAR TERMS

Laura Savarese: 1,070
Allison Scarragi: 1,058

**V. OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED BOARD MEMBERS –
Board Secretary**

VI. ROLL CALL – Board Secretary

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, Mrs. Scaraggi- Present.

VII. ELECTION OF PRESIDENT

Candidate No. 1: Anna Gordon **by:** Mrs. Savarese

MOTION: Nominations closed for President **by:** Mr. Gorman **Second by:** Mrs. Perrotti

VOTE ON ELECTION OF PRESIDENT

ROLL CALL on Candidate No. 1: Anna Gordon

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, Mrs. Scaraggi - *All Ayes.*

VIII. ELECTION OF VICE PRESIDENT

President will state “Nominations opened for Vice President.”

Candidate No. 1: Jean Perrotti **by:** Mr. Gorman

MOTION: Nominations closed for Vice President **by:** Mr. Gorman **Second by:** Mrs. Savarese

VOTE ON ELECTION OF VICE PRESIDENT

ROLL CALL on Candidate No. 1: Mrs. Perrotti

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, Mrs. Scaraggi - *All Ayes.*

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IX. PUBLIC COMMENT – (on Reorganization agenda items only)

Members of the public may speak for a maximum of three (3) minutes by the clock during this portion of the meeting. The public may speak **on Reorganization Agenda items only** during this three (3) minute period. Any questions should be directed to the Board President and depending upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after this public portion of the meeting has concluded. Everyone has the freedom to speak, but please be advised that anything said in public may have legal ramifications and there is no protection regarding statements made by the public. Please state your name and sign in before you begin.

- Ed Burke, *The Progress*, requested details on committee appointments.

X. APPROVAL OF ORGANIZATION ACTION ITEMS

- ORG-01-18 Committee Appointments
- ORG-02-18 Adoption of By-Laws, Policies, and Regulations
- ORG-03-18 Designation of District Newspapers
- ORG-04-18 Dates and Times for Regular Monthly Meeting

MOTION by Mrs. Savarese, **SECOND** by Mr. Gorman

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, Mrs. Scaraggi - *All Ayes.*

ORG-01-18 Committee Appointments

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the adoption and formation of the Board of Education committees from January 4, 2018 to January 3, 2019.

ORG-02-18 Adoption of By-Laws, Policies, and Regulations

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves that all the By-Laws, Policies, and Regulations of the Board of Education of the Borough of Roseland now in effect shall be and the same hereby continue to be in effect from January 4, 2018 to January 3, 2019.

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ORG-03-18 Designation of District Newspapers

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves that The Progress and The Star Ledger, be designated as the official newspapers of the Board of Education of the Borough of Roseland from January 4, 2018 to January 3, 2019, with alternate use of The West Essex Tribune and The Daily News as necessary.

ORG-04-18 Dates and Times for Regular Monthly Meeting

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following Resolution be adopted and in effect from January 8, 2018 to January 3, 2019.

RESOLVED, that the Regular Monthly Meeting of the Roseland Board of Education be held on a Thursday of each month, with exceptions noted below, at 7:30 PM at Lester C. Noecker School, 100 Passaic Avenue, Roseland, NJ.

Regular Meetings: On a Thursday of the month, * denotes exception

January 8, 2018
February 8, 2018
Tuesday, March 13, 2018 7 PM*
April 26, 2018
May 17, 2018
June 21, 2018
August 16, 2018
September 20, 2018
October 18, 2018
November 15, 2018
December 13, 2018
January 3, 2019 Reorganization Meeting

In accordance with P.L. 1975, Chapter 231, the Board Secretary is authorized to deliver a copy of this Resolution to: *The Progress and The Star Ledger* as required by law within ten (10) days of its passage.

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XI. ADJOURNMENT OF REORGANIZATION MEETING

MOTION by Mr. Gorman, **SECOND** by Mrs. Savarese

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, Mrs. Scaraggi - *All Ayes.*

- The Reorganization meeting was adjourned at 7:43 p.m.

XII. OPEN TO REGULAR BUSINESS MEETING

MOTION by Mr. Gorman, **SECOND** by Mrs. Savarese

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, Mrs. Scaraggi - *All Ayes.*

- The Regular Business Meeting was opened at 7:43 p.m.

XIII. BOARD PRESIDENT REPORT

- Board of Education Member Ethics Training - Monica Palestis, Esq., Presenter
 - Ms. Palestis began her presentation by having the Board Members recite the New Jersey School Boards Association's "Code of Ethics" which are guidelines meant to ensure adherence to the School Ethics Act. Ms. Palestis' presentation included training regarding a Board Member's commitment to the community, the need to follow the chain of command and Board Policies, as well as the importance of maintaining confidentiality, the uses of social media, and avoiding conflicts of interest.

XIV. SUPERINTENDENT REPORT

- Noecker News
 - Superintendent Somers delivered the Noecker News for Principal Greenwald, welcoming everyone back to school and into the New Year.
 - Student grade level meetings for Kindergarten through 6th Grade took place last week. Students have had an opportunity to reflect upon the past year, and make goals for the year ahead.
 - Auditions were held for the school play, *The Music Man*, and the cast list has been posted. Play practices will begin this week.

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- 6th Grade students will be receiving a visit from the West Essex Middle School counselors to prepare for the transition into 7th Grade.
 - Upcoming events include: the Pre-K and Kindergarten Open House, the H.S.A.-sponsored Bingo Night, Book Fair, and the Noecker Spelling Bee in Grades 3-5.
 - A Class Parent meeting will be held Wednesday, January 10th, at 7:00 PM, followed by the regular January H.S.A. meeting at 7:30 PM.
 - School will be closed on Monday, January 15th in observance of Dr. Martin Luther King Day.
- Superintendent Comments
 - Ms. Somers congratulated the two new Board Members joining the Board for three-year terms.
 - The first Ad-Hoc Board-Borough Committee meeting was held Friday, January 5th with Mayor Duthie and Borough Administrator, Maureen Chumacas, which built an understanding of the PILOT developments being pursued and their potential impact on the school district. A mutual desire to support the school community was evident and an open and positive dialog is anticipated as the projects move forward.
 - This Friday, the Negotiations Committee will have a second meeting with the Board Attorney, after which, a meeting with the Roseland Education Association will be scheduled.
 - Feedback on the district's Strategic Plan Action Plans may be given until January 15th. The Action Plans provide guidance towards implementation of the goals and objectives participants deemed most valuable for students, school, and community. Action Plans will be shared at the February Board of Education meeting.
 - A Mindfulness professional development session will be offered to staff on February 20th.
 - Principal, Robyn Greenwald is on the agenda for approval as the district's School Safety Specialist, as part of a state-mandated certificate program which includes coordinating with local law enforcement and continuing to evaluate the safety and security of schools.
 - Finally, Ms. Somers congratulated the Board on school board recognition month, noting that the dedication and service of Board Members is greatly appreciated.

XV. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Ms. Kot advised that the 2018-2019 Budget season is underway. Initial meetings have taken place with Department Heads, and data will be analyzed and developed over the coming weeks.
 - A tentative Budget Calendar has been prepared and distributed to Administrators and Board Members.

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- A Preliminary Budget Presentation will be given during the Regular Board of Education Meeting scheduled for Tuesday, March 13, 2018, and a Public Hearing to adopt the Proposed Budget will be held at the Thursday, April 26, 2018 Regular Board Meeting.
- An update was given on the Payroll software conversion taking effect with the January 15, 2018 Payroll.

XVI. PUBLIC COMMENT – On agenda items only

Members of the public may speak for a maximum of three (3) minutes by the clock during this portion of the meeting. The public may speak **on agenda items only** during this three (3) minute period. Any questions should be directed to the Board President and depending upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after this public portion of the meeting has concluded. Everyone has the freedom to speak, but please be advised that anything said in public may have legal ramifications and there is no protection regarding statements made by the public. Please state your name and sign in before you begin.

- Ed Burke, *The Progress*, requested clarification regarding the bond interest payment.

XVII. APPROVAL OF ACTION ITEMS

BOARD MINUTES/REPORTS

- RPT-19-18 Approve Closed Session and Regular Board Meeting Minutes for December 21, 2017
RPT-20-18 Approve the December, 2017 Code of Conduct Report
RPT-21-18 Approve the December, 2017 Enrollment Report
RPT-22-18 Approve the December, 2017 HIB Report
RPT-23-18 Approve the Board Members Code of Ethics

MOTION by Mr. Gorman, **SECOND** by Mrs. Savarese

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrott - *Ayes*.
Mrs. Savarese and Mrs. Scaraggi approved RPT-20-18 through RPT-23-18
Mrs. Savarese and Mrs. Scaraggi abstained from RPT-19-18

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RPT-19-18 Approve Closed Session and Regular Board Meeting Minutes for December 21, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Closed Session and Regular Board Meeting Minutes for December 21, 2017.

RPT-20-18 Approve the December, 2017 Code of Conduct Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the December, 2017 Code of Conduct Report.

RPT-21-18 Approve the December, 2017 Enrollment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the December, 2017 Enrollment Report.

RPT-22-18 Approve the December, 2017 HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the December, 2017 HIB Report.

RPT-23-18 Approve the Board Members Code of Ethics

The Board of Education Members shall have the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

RESOLVED, that the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Roseland Board of Education:

CODE OF ETHICS

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

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- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action to policy-making, planning, and appraisal, and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

FINANCE/FACILITIES

- FIN-106-18 Approve Acceptance of the Report of the Treasurer of School Monies – October 31, 2017
- FIN-107-18 Approve Acceptance of the Report of the Board Secretary – October 31, 2017
- FIN-108-18 Approve Acceptance of the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – October 31, 2017
- FIN-109-18 Approve Payment of Bills and Claims – December 31, 2017

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- FIN-110-18 Approve Budgetary Line Item Transfers – October, 2017
FIN-111-18 Approve Travel and Work Related Expenses
FIN-112-18 Approve the Resolution for School Board Recognition Month in New Jersey
FIN-113-18 Approval of “ToBeMindful” Professional Development Workshop (District Goal: Differentiation)
FIN-114-18 Approve Payment of Overtime to Employee No. 100414 for Winter Concert
FIN-115-18 Approve Bond Redemption - Series 2013
FIN-116-18 Approve the Building Use Requests (District Goal: Community Engagement)

MOTION by Mrs. Savarese, **SECOND** by Mr. Gordon

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *Ayes*.
Mrs. Savarese and Mrs. Scaraggi approved FIN-106-18 through FIN-115-18
Mrs. Savarese and Mrs. Scaraggi abstained from FIN-116-18

- FIN-106-18 Approve Acceptance of the Report of the Treasurer of School Monies – October 31, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Report of the Treasurer of School Monies for the period ending October 31, 2017.

- FIN-107-18 Approve Acceptance of the Report of the Board Secretary – October 31, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Board Secretary’s Report for the period ending October 31, 2017.

- FIN-108-18 Approve Acceptance of the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – October 31, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, pursuant to N.J.A.C. 6A:23-2.12(c)4, certifies that as of October 31, 2017, 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 over expended in violation of N.J.A.C. 6A:23-2.12(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

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FIN-109-18 Approve the Payment of Bills and Claims – December 31, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of Bills and Claims for the period ending December 31, 2017:

General Fund-Payroll \$ 269,806.82 through 12/31/17

FIN-110-18 Approve Budgetary Line Item Transfers – October, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the attached Line Item Budget Transfers for the month of October, 2017, as per N.J.S.A. 18A:8.1.

FIN-111-18 Approve the Travel and Work Related Expenses

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, and in accordance with the travel policy, hereby approves the following travel related expenses:

Staff Member: Deanne Somers
Event: Superintendent Workshop
Location: Trenton, NJ
Purpose: Academy Session - “Special Populations-Regulations and Compliance”
Date: Thursday, January 18, 2018
Cost: \$149.00
Tolls & Mileage at OMB rate

FIN-112-18 Approve the Resolution for School Board Recognition Month in New Jersey

WHEREAS, The New Jersey School Boards Association has declared January 2018 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Roseland Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

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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 the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey’s 5,000 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 key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

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 2018 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 advancement of our children’s education.

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FIN-113-18 Approval of “ToBeMindful” Professional Development Workshop (District Goal: Differentiation)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the “Introduction to Mindfulness” Professional Development workshop to be held at the Lester C. Noecker School on Tuesday, February 20, 2018 at a cost of \$600.00. (2 hour workshop)

FIN-114-18 Approve Payment of Overtime to Employee No. 100414 for Winter Concert

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of two (2) hours of overtime at the rate of \$30.95/hr for a total of \$61.90 to Employee No. 100414 for attendance at the Winter Concert on December 13, 2017.

FIN-115-18 Approve Bond Redemption - Series 2013

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a Series 2013 interest payment of \$100,375.00 on March 1, 2018 to the Chase Manhattan Bank for the Roseland Board of Education.

FIN-116-18 Approve the Building Use Requests (District Goal: Community Engagement)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following Building Use Requests:

Organization	Dates	Time	Day(s)	Purpose	Room/Area
Roseland HSA	January 10, 2018	7:00pm - 7:30pm	Wednesday	Classparent Meeting	Media Center

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PERSONNEL

PER-53-18 Approve Robyn Greenwald as the School Safety Specialist

MOTION by Mrs. Perrotti, **SECOND** by Mr. Gorman

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, Mrs. Scaraggi - *All Ayes.*

PER-53-18 Approve Robyn Greenwald as the School Safety Specialist

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Robyn Greenwald, Lester C. Noecker School Principal, as the School Safety Specialist for the Roseland School District (P.L. 2017 c.162).

CURRICULUM AND INSTRUCTION

C&I-30-18 Approve the Statement of Assurance for Paraprofessional Staff-January 2018

MOTION by Mrs. Savarese, **SECOND** by Mr. Gorman

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, Mrs. Scaraggi - *All Ayes.*

C&I-30-18 Approve the Statement of Assurance for Paraprofessional Staff-January 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the part two (2) submission of the Statement of Assurance for Paraprofessional Staff for the 2017-2018 school year.

XVIII. PUBLIC COMMENTS

Members of the public may speak for a maximum of three (3) minutes by the clock during this portion of the meeting. The public may speak **on any topic** during this three (3) minute period. Any questions should be directed to the Board President and depending upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after the public portion of the meeting has concluded. Everyone has the freedom to speak, but please be advised that anything said in public may have legal ramifications and there is no protection regarding statements made by the public. Please state your name and sign in before you begin.

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- No public comment

XIX. OLD BUSINESS

- No old business

NEW BUSINESS

- No new business

XX. ADJOURNMENT

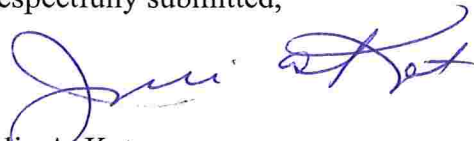
MOTION by Mrs. Perrotti, **SECOND** by Mr. Gorman

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, Mrs. Scaraggi - *All Ayes.*

- The meeting was adjourned at 8:31 p.m.

**The next Regular Board Meeting will be held on Thursday, February 8, 2018 at 7:30 PM,
in the Lester C. Noecker Media Center.**

Respectfully submitted,



Julie A. Kot
Business Administrator/Board Secretary