

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

DATE

October 18, 2018

PRESENT BOARD MEMBERS

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

MEETING

Business Meeting

ABSENT

TIME

7:35 p.m.

ADJOURNED

9:21 p.m.

OTHERS PRESENT

Ms. Somers
Ms. Kot
Faculty Members
Community Members

PLACE

Lester C. Noecker School

I. CALL TO ORDER – Board President

I. CALL TO ORDER – Mrs. Gordon

II. STATEMENT OF COMPLIANCE – Open Public Meeting Act

In compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, notice of this regular 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.

ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Perrotti, Mrs. Savarese, and Mrs. Scaraggi – *Present*.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

III. FLAG SALUTE

IV. BOARD PRESIDENT REPORT

- Mrs. Gordon welcomed the crowd and turned the meeting over to Ms. Kot who introduced John Mooney from Nisivoccia LLP. Mr. Mooney provided a presentation of the district's 2017-2018 Fiscal Audit (*please see details below in the "Business Administrator Report" section*).
- Mrs. Gordon noted the Professional Development and Curriculum & Instruction sections of the evening's agenda, and complimented the district's partnership with the Roseland Police Department in the preparation of the Uniform State Memorandum of Agreement (MOA).

V. COMMITTEE REPORTS

- An update on the Ad-hoc Board-Borough Community Advisory Committee was given by Board President Anna Gordon. (*Board Goal: Board-Borough Partnership*)
 - Mrs. Gordon advised that the Board of Education's mandate is to ensure the wellbeing of the district's school system and its children. To that end, the Board sought to work with the Borough Council over the past year as the Council pursued various redevelopment PILOT agreements in the town.
 - The Board remained neutral and silent during the PILOT approval process as the Board felt confident that the Board and Council were in agreement; that after implementation of the PILOT, the appropriate fair share of tax revenues from the PILOT programs would be transferred back to the school district.
 - It now appears the Board was possibly operating under a wrong assumption or was misguided that the Council leadership had an understanding that the PILOT revenue being diverted away from Noecker would present an undue burden on the school, and that the Council wanted to provide the school with revenues that would be roughly equal to the proportionate share of taxes that the school currently receives.
 - In order to memorialize this understanding, a Memorandum of Agreement was drafted by the Board Attorney, and despite initial progress, when it came to sign and execute the agreement at the last Board-Borough Committee Meeting, the Council Members were stalling. The Board used examples of successful agreements that exist, including the Jersey City Mayor signing an Executive Order to share in PILOT revenues with the local school board.
 - During the September 12th meeting, the Board received pushback from Councilman Jacobs and Tsilionis, giving the Board reason to believe they are no longer interested in providing the school with its proportionate share of revenues from the PILOTs.
 - While the Board hopes this assumption is wrong, the last meeting with the Council represented a drastic change from the initial positive discussions.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

- In the absence of receiving PILOT revenues, Noecker will face an unreasonable financial burden as well as influx of additional students.
- While the Board attorney is open to continued discussions with the Borough's attorney, the Board is calling on Council Members to move forward with the process that was begun by the current administration and bring full transparency to the situation, especially so that those running for office are fully aware of the situation. Mrs. Gordon urge elected officials to do what is right and fair for the community and the school district.
- A Negotiations Committee Report was provided by Scott Gorman.
 - Mr. Gorman advised that in meeting with the REA to renegotiate the teacher and custodian contract, there have been challenges in scheduling because there are 12 total members involved in negotiations; seven REA representatives and five representatives of the Board. While negotiation sessions started in April, the Board wanted to start earlier and was prepared to start earlier.
 - Mr. Gorman noted that a significant amount of progress was made at the last meeting on September 25, 2018. Mr. Gorman stated that more progress was made in an hour and a half that evening than had been made in the five and a half months preceding it. Unfortunately, instead of continuing negotiations the evening of September 25th, or choosing to retire for the evening and return for another evening to close the very narrow gap between the two parties, the REA exercised its right to go to impasse.
 - A Mediator has been appointed but no dates are available for Mediation until January of 2019.
 - Mr. Gorman feels confident that it won't take long to arrive at an agreement once the group is before the Mediator. He is confident the agreement that will be fair to the taxpayers of Roseland and to the wonderful teachers of Noecker.
 - Mr. Gorman expressed his disappointment that an agreement has not yet been reached and sincerely hopes that the two parties can close the gap.
 - Mr. Gorman also spoke regarding the PILOT, giving a quick primer on the impact the PILOT will have upon the school district. In short, the PILOT and its additional housing will be adding students to the school while taking away revenue. The district will not only lose funding it had been receiving and relying upon, but will have an enrollment growth without related funding.
 - Not many years ago, the school benefited greatly from businesses in town and those businesses assisted resident taxpayer by reducing the amount each residential owner had to pay. Mr. Gorman estimated that in the not too distant future, the taxpayers of Roseland could expect at least another 1% increase in taxes for the school, and that estimate does not account for the costs of the extra students the school will receive.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

- Mr. Gorman urged parents and residents to communicate with their governing body and encouraged the Council to put down on paper what they say they are in favor of with respect to providing a proportionate share of PILOT revenues to Noecker.
- A Finance Committee update was provided by Finance Committee Chairperson, Jean Perrotti. (*Board Goals: Financial and Budget*)
 - Mrs. Perrotti noted the Finance Committee met on October 10th to review agenda items, and met earlier in the evening with the School Auditor to review the Audit results in further detail.
 - Mrs. Perrotti advised that she attended the Borough Planning Board meeting Monday night regarding the development planned for 6 Becker Farm Road. Two hundred and ninety-nine units are planned with 12 3-bedroom units, 198 2-bedroom units and the remaining units to be one bedroom and studios.
 - While no one can pinpoint the exact amount of students the PILOT will bring to Noecker, a Rutgers' study indicates that for every 100 housing units created, approximately 12 students are produced.
 - At the Planning Board Meeting it was also expressed that a school bus would need to cover the new complex at 6 Becker Farm. This would likely require an additional bus be added to the school's transportation route costs.
 - Mrs. Perrotti recounted the September 12th meeting between the Board-Borough Advisory Committee in which Councilman Tsilionis stated that the PILOT Revenue Sharing Agreement drafted by the Board Attorney was "illegal." Mrs. Perrotti noted that the Borough attorney, Jesse Sheffet, did not extend the courtesy of attending the meeting that night. Mr. Sheffet and Councilman Tsilionis had also said that the Executive Order issued by the Mayor of Jersey City to share PILOT revenues with the local schools wasn't binding.
 - Mrs. Perrotti advised that the Board did its due diligence at a financial cost to the district, including attorney's fees and the time of administrators and Board Members in trying to memorialize an agreement with the Council to share PILOT revenues with the district. The Board has been, and continues to look out for the best interests of teachers, students and taxpayers.
 - Mrs. Perrotti urged community members to make sure the Council knows the school is serious and the community wants the Council to take care of the financial interests of the school.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

VI. SUPERINTENDENT REPORT

- Noecker News was delivered by Principal Greenwald.
 - The Halloween letter was sent home in the Wednesday folder and in the Wednesday Notification. It contains important information and details about the Halloween parade and class parties. Everyone is looking forward to the Halloween events and the creative costumes.
 - Fall conferences are just around the corner. Conferences will take place on Monday, November 5th and Wednesday, November 6th. Conferences can be scheduled by contacting your child's homeroom teacher.
 - Also in this week's Wednesday Notification is the annual Veterans' Day flyer. Anyone from the Noecker community who has known someone who has served or is serving our country is invited to join us for this memorable occasion and Noecker tradition. Mrs. Greenwald thanked Jason Giumara and Janine Piscitello, who are heading up the Veterans' Day committee. The event will take place on Wednesday, November 14th.
 - In next week's Wednesday folders, a letter will be going home with details for the upcoming American Education Week visitation days on Monday, November 19th, and Tuesday, November 20th. Families can visit classrooms from 9:00AM to 11:00AM and days for visitation will be assigned by last name.
 - The October Class Parent meeting will take place on Tuesday, October 23rd at 9:30AM in the Multi-Purpose Room. Topics include reviewing the Halloween letter, parade details and class party information, along with sharing other HSA information.

- The 2017-2018 HIB District Self-Assessment Presentation was given by School Counselor, Lynn Cummings and Ms. Somers (*District Goal: School Community*)
 - Ms. Cummings provided background on the Anti-Bullying Bill of Rights law as well as how Noecker has increased its accountability in addressing the law and positively changing the school climate.
 - Ms. Cummings advised that the school self-assessed at a score of 77 out of a possible 78. She thinks a more thorough job could be done explaining HIB to 5th and 6th graders. Accordingly, older students will receive a more thorough explanation of the the seriousness of the anti-bullying law and will engage in role-playing to further challenge their assessment of what constitutes bullying.
 - Ms. Somers highlighted the improvements of 2017-18 and goals for 2018-19 as they relate to school climate, parent and staff training, and district goals.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

- Superintendent Somers welcomed the community and thanked Mrs. Cummings for presenting the 2017-18 HIB Self-Assessment and related School Climate and Safety Team goals for this year. She also thanked Principal Greenwald for presenting Noecker News.
 - Last week the Noecker School Concert Committee, consisting of administration, music teachers, and parents, met to discuss the collective goal to celebrate music education at Noecker School in a way that highlights our students and program while respecting the community's needs and traditions. Spring concert survey results were utilized as a guide and we were able to develop a concert schedule for the 2018-19 school year that was inclusive of our families' needs, school safety and capacity, and our music program. Both a winter and spring concert will be held for all students in Grade 1 through 6 with PreK and Kindergarten concerts that correlate with classroom events such as Valentine's Day. Ms. Somers thanked everyone who expressed interest by voting last spring, and especially those who volunteered for the committee.
 - The agenda has a number of professional development approvals for staff, a great many items from the business office, and approval of several new substitutes and our library volunteers. The District has been working closely with the Roseland Police Department on our Memorandum of Understanding and ensuring their ability to support the district remotely in case of an emergency. The District is very fortunate to have such an actively involved police department as a partner in school safety and security.
 - Last week, we held our second parent workshop of the school year. Our September parent workshop on the 17th shared the interactive and engaging LEAD U program our students participated in with our October 10th workshop continuing the theme of school climate as well as an overview of the anti-bullying law and process. The October presentation can be found on our website. Our November parent workshop will be on the 14th at 6:30pm which is prior to the HSA meeting at 7:30pm. It will be the first Special Education Parent Advisory Committee (or SEPAC) meeting of the year and the focus will be All About Inclusion at Noecker School.

VII. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Nisivoccia Financial Audit Presentation
 - The 2017-2018 Financial Audit was presented by John Mooney, Audit Partner from Nisivoccia LLP. Mr. Mooney began his presentation by complimenting the district for its year-to-year fiscal consistency. The district closed the 2017-2018 school year in a good financial position adding funds to Maintenance Reserve in order to prepare for unanticipated expenditures with building and facilities as well as adding to Capital Reserve to assist in accomplishing Long Range Facilities Planning. Mr. Mooney advised that the district is in as healthy a financial position as the State Department of Education allows.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

- Mr. Mooney noted that after many years of running a surplus in the Food Services Enterprise Fund a deficit now exists and the district is actively working to address it.
 - The district's outstanding debt obligation of approximately \$5.8 million will be retired in 2026. The school has the ability to take out an additional \$33 million of bonded debt should the need to engage in a referendum arise in the future.
 - The 2017-2018 Audit included three formal recommendations, two related to the Student Activities Account and one related to the Asset Inventory. Mr. Mooney was comfortable that all three recommendations could be resolved by next year's Audit.
 - Mr. Mooney complimented the Business Office on the diligent work during 2017-2018 and the positive audit results, especially in light of the fact that the two-member Business Office completely changed hands during the 2017-2018 school year, the district engaged a new Treasurer of School Monies and performed an accounting and payroll software conversion.
 - Mr. Mooney advised that due to a delay in information from the State regarding GASB 75, the Board cannot formally accept the Audit until after mid-November, at which time the Board will also formally approve the the three 2017-2018 Audit Recommendations as part of the district's required Corrective Action Plan.
- Ms. Kot began the Business Administrator Report by thanking John Mooney and his audit team. She then reviewed financial items on the evening's agenda, including as part of the Audit recommendations, a resolution to conduct a new asset inventory appraisal for fixed asset accounting control and insurance valuation purposes. Also on the evening's agenda are approvals to submit a number of state and federal reports related to grant expenditures to ensure funds are being utilized in the manner intended. Other items include approval of submission of the M-1 and Comprehensive Maintenance Plan for facilities and the Debt Services Data Collection Report. A revised Fiscal Year 2018 Extraordinary Aid Award was issued in which the district received an additional \$194.

VIII. 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.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

- A parent expressed concern with respect to a change in the Paraprofessional Aides used in the Pre-School Program. Ms. Somers noted her concern and that different means of communicating that information to parents can be explored in the future.
- A parent voiced support for settling the REA contract. The Board advised that public comment on non-action items may occur during the second public session after the approval of action items.

IX. APPROVAL OF ACTION ITEMS

BOARD MINUTES/REPORTS

RPT-008-19 Approve Regular Meeting Minutes for September 20, 2018

RPT-009-19 Approve the September, 2018 Enrollment Report

RPT-010-19 Approve the September, 2018 Code of Conduct Report

RPT-011-19 Approve the September, 2018 HIB Report

MOTION by Mr. Gorman, SECOND by Mrs. Perrotti

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

RPT-008-19 Approve Regular Meeting Minutes for September 20, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular Board Minutes for September 20, 2018.

RPT-009-19 Approve the September, 2018 Enrollment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the September, 2018 Enrollment Report.

RPT-010-19 Approve the September, 2018 Code of Conduct Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the September, 2018 Code of Conduct Report.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

RPT-011-19 Approve the September, 2018 HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the September, 2018 HIB Report.

FINANCE/FACILITIES

FIN-050-19 Acceptance of the Report of the Treasurer of School Monies - August 31, 2018

FIN-051-19 Acceptance of the Report of the Board Secretary - August 31, 2018

FIN-052-19 Acceptance of the Board of Education's Monthly Certification of Major Budgetary Account/Fund Status - August 31, 2018

FIN-053-19 Approve Line Item Transfers - August, 2018

FIN-054-19 Approve Payment of Bills and Claims - October 18, 2018

FIN-055-19 Acceptance of the Cafeteria Report - September 30, 2018

FIN-056-19 Approve Travel and Work Related Expenses

FIN-057-19 Approve Overtime Hours for Employees at Evening Events

FIN-058-19 Approve Submission of the Fiscal Year 2018 ESEA Final Expenditure Reports

FIN-059-19 Approve Submission of the Fiscal Year 2018 ESEA Title I, Part A Performance Report

FIN-060-19 Approve Submission of the Fiscal Year 2019 ESEA Title I Comparability Report

FIN-061-19 Approve Submission of the 2019-2020 Debt Service Data Collection (DSDC) Report

FIN-062-19 Approve Submission of the Fiscal Year 2018 Individuals with Disabilities in Education Act (IDEA) Final Report

FIN-063-19 Approve Submission of the 2018-2019 M-1 and Comprehensive Maintenance Plan

FIN-064-19 Approve Acceptance of Financial Audit for Year Ending June 30, 2018

FIN-065-19 Approve the Corrective Action Plan (CAP) to Address 2017-2018 Audit Recommendations

FIN-066-19 Approve the Roseland School District Purchasing Manual for the 2018-2019 School Year

FIN-067-19 Approval of LLC Landscapes Agreement for the 2018-2019 School Year

FIN-068-19 Approval of Industrial Appraisal Co. Agreement for Fixed Asset Appraisal

FIN-069-19 Approve Acceptance of the Revised 2018 Extraordinary Aid Funds

FIN-070-19 Approve an Occupational Evaluation for Student No. 3805677443

FIN-071-19 Approve an Occupational Evaluation for Student No. 1807078985

FIN-072-19 Approve an Occupational Evaluation for Student No. 5588384497

MOTION by Mrs. Savarese, SECOND by Mrs. Perrotti

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

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

The Board approved FIN-050-19 through FIN-063-19 and FIN-066-19 through FIN-072-19. As per information obtained from the Auditor prior to the meeting, FIN-064-19 and FIN-065-19 have been tabled for the December 13, 2018 Meeting.

FIN-050-19 Acceptance of the Report of the Treasurer of School Monies - August 31, 2018

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 August 31, 2018.

FIN-051-19 Acceptance of the Report of the Board Secretary - August 31, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Report of the Board Secretary for the period ending August 31, 2018.

FIN-052-19 Approve the Board of Education's Monthly Certification of Major Budgetary Account/Fund Status - August 31, 2018

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 August 31, 2018, 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.

FIN-053-19 Approve Line Item Transfers - August, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the attached Line Item Budget Transfers for the month of August 2018, as per N.J.S.A. 18A:8.1.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

FIN-054-19 Approve the Payment of Bills and Claims - October 18, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of the Bills and Claims for the period ending October 18, 2018:

General Fund Bills & Claims	\$ 250,678.06	
General Fund Payroll	\$ 486,366.51	through October 18, 2018
Special Revenue Bills & Claims	\$ 22,523.94	
<u>Cafeteria Fund</u>	<u>\$ 205.00</u>	
Total Payments	\$ 759,773.51	

FIN-055-19 Acceptance of the Cafeteria Report - September 30, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Cafeteria Report for the period ending September 30, 2018.

FIN-056-19 Approve the Travel and Work Related Expenses (*District Goal: Student Achievement*)

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: Lynn Cummings
Event: Traumatic Loss Coalition Workshops
Location: Cedar Grove, NJ
Purpose: Bi-Monthly Workshops
Date: October 3, 2018 (retroactive), December 12, 2018,
February, 13, 2019, and April 10, 2019
Cost: Tolls & Mileage at OMB rate

Staff Member: Adam Rivera
Event: Data Protection Deep Dive Workshop
Location: Fairfield, NJ
Purpose: Professional Development
Date: October 9, 2018 (retroactive)
Cost: Tolls & Mileage at OMB rate

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

Staff Member: Lisa Barcia
Event: Sussex Cooperative Essex County Meeting
Location: West Orange, NJ
Purpose: DRTRS
Date: October 11, 2018 (retroactive)
Cost: Tolls & Mileage at OMB rate

Staff Member: Robyn Greenwald
Event: Administrator/Supervisor Two Day Workshop
Location: Fairfield, NJ
Purpose: NJ Student Learning Standards in Mathematics
Date: October 16, 2018 (retroactive) and December 5, 2018
Cost: \$155.00/per workshop
Tolls & Mileage at OMB rate

Staff Member: Jarrad Brown
Event: School Social Worker Workshop
Location: Monroe Township, NJ
Purpose: Behavior Interventions in the Classroom
Suicide Risk Assessments in School
Date: October 23, 2018
Cost: \$125.00
Tolls & Mileage at OMB rate

Staff Member: Lauren Miller
Event: I&RS 504 Workshop
Location: West Orange, NJ
Purpose: Professional Development
Date: November 15, 2018
Cost: \$75.00
Tolls & Mileage at OMB rate

Staff Member: Frances Noronha
Event: I&RS 504 Workshop
Location: West Orange, NJ
Purpose: Professional Development
Date: November 15, 2018
Cost: \$75.00
Tolls & Mileage at OMB rate

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

Staff Member: Chelsea Clarke
Event: NJCGTP - STEM/STEAM Adventures
Location: Morristown, NJ
Purpose: Technology Workshop Presentation
Date: December 4, 2018
December 5, 2018 - snow date
Cost: Tolls & Mileage at OMB rate

Staff Member: Chelsea Clarke
Event: NJCGTP - Teachers Sharing Meeting
Location: Morris County Library
Purpose: County Meeting
Date: January 28, 2019 - 9:30 a.m. - 12:30 p.m.
Cost: Tolls & Mileage at OMB rate

Staff Member: Chelsea Clarke
Event: Essex County Steering Committee for Gifted Education
Location: Cedar Grove, NJ
Purpose: County Meeting
Date: March 8, 2019 - 1:00 p.m.
Cost: Tolls & Mileage at OMB rate

FIN-057-19 Approve Overtime Hours for Employees at Evening Events (*District Goal: Family Engagement*)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve overtime hours for employees presenting at and/or attending evening events.

FIN-058-19 Approve Submission of the Fiscal Year 2018 ESEA Final Expenditure Reports

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2017-2018 Elementary and Secondary Education Act (ESEA) Title I and Title II Final Expenditure Reports to the Department of Education.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

FIN-059-19 Approve Submission of the Fiscal Year 2018 ESEA Title I, Part A Performance Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2017-2018 Elementary and Secondary Education Act (ESEA) Title I, Part A Performance Report to the Department of Education.

FIN-060-19 Approve Submission of the Fiscal Year 2019 ESEA Title I Comparability Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2018-2019 Elementary and Secondary Education Act (ESEA) Title I Comparability Report to the Department of Education.

FIN-061-19 Approve Submission of the 2019-2020 Debt Service Data Collection (DSDC) Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2018-2019 Debt Service Data Collection (DSDC) Report to the Department of Education.

FIN-062-19 Approve Submission of the Fiscal Year 2018 Individuals with Disabilities in Education Act (IDEA) Final Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2017-2018 Individuals with Disabilities in Education Act (IDEA) Final Report to the Department of Education.

FIN-063-19 Approve Submission of the 2018-2019 M-1 and Comprehensive Maintenance Plan

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2018-2019 M-1 and Comprehensive Maintenance Plan to the Department of Education.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

FIN-064-19 Approve Acceptance of Financial Audit for Year Ending June 30, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the acceptance of the Roseland Board of Education findings expressed by the auditing firm of Nisivoccia, LLP, as cited in their reports entitled, Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2018, and Auditors' Management Report (AMR) on Administrative Findings – Financial, Compliance and Performance Fiscal Year Ending June 30, 2018.

FIN-065-19 Approve the Corrective Action Plan (CAP) to Address 2017-2018 Audit Recommendations

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Roseland Board of Education 2017-2018 Audit Corrective Action Plan as outlined below addressing two Audit Recommendations:

RECOMMENDATION NUMBER	CORRECTIVE ACTION REQUIRED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	PLANNED COMPLETION DATE OF IMPLEMENTATION
1 – Student Body Activities	(a) It is recommended that a cash receipts journal that indicates the date of receipt is maintained and collections are deposited in a timely manner for the Student Activities fund. (b) It is also recommended that all signatures be obtained and vouchers be created for Student Activities	The District will ensure that a cash receipts journal indicating the date of receipt will be implemented and maintained and collections are deposited in a timely manner. The District will also ensure that vouchers are created for each Student Activities Account expenditure and that administrative signatures are obtained.	School Business Administrator/Board Secretary and Administrative Assistant to the Principal.	Immediate and on-going, with full implementation completed by June 30, 2019.
2 – Facilities and Capital Assets	It is recommended that greater care is exercised in the recording of fixed assets disposal and a physical appraisal is performed in order to accurately track and account for fixed assets of the District.	The District will ensure that greater care is exercised in the recording of fixed asset disposals and a physical appraisal report is obtained.	School Business Administrator/Board Secretary and Assistant to the BA.	On-going, with new asset inventory to be completed by June 30, 2019.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

FIN-066-19 Approve the Roseland School District Purchasing Manual for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Roseland School District Purchasing Manual for the 2018-2019 School Year.

FIN-067-19 Approval of LLC Landscapes Agreement for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the LLC Landscapes agreement, for weekly landscaping and grounds care, at a cost of \$ 375.00 per week, not to exceed \$9,000.00 for the 2018-2019 school year.

FIN-068-19 Approval of Industrial Appraisal Co. Agreement for Fixed Asset Appraisal

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Agreement with Industrial Appraisal Company to conduct a new asset inventory appraisal for fixed asset accounting control and insurance valuation purposes for an amount not to exceed \$2,295.00.

FIN-069-19 Approve Acceptance of the Revised 2018 Extraordinary Aid Funds

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the acceptance of the Revised 2018 Extraordinary Aid Award in the amount of \$50,006.

FIN-070-19 Approve an Occupational Evaluation for Student No. 3805677443

RESOLVED, that the Board of Education upon the recommendation of the Superintendent, approves an occupational evaluation, services being provided by Pediatric Potentials for Student No. 3805677443, at a cost of \$250.00.

FIN-071-19 Approve an Occupational Evaluation for Student No. 1807078985

RESOLVED, that the Board of Education upon the recommendation of the Superintendent, approves an occupational evaluation, services being provided by Pediatric Potentials for Student No. 1807078985 at a cost of \$250.00.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

FIN-072-19 Approve an Occupational Evaluation for Student No. 5588384497

RESOLVED, that the Board of Education upon the recommendation of the Superintendent, approves an occupational evaluation, services being provided by Pediatric Potentials for Student No. 5588384497, at a cost of \$250.00.

PERSONNEL/MANAGEMENT

PER-028-19 Approval of a Additional Staff for Stipend Duties in 2018-2019

PER-029-19 Approval of Library Volunteers for the 2018-2019 School Year

PER-030-19 Approve Additional Substitute Teachers for the 2018-2019 School Year

PER-031-19 Approval of Mary Ummak as an Instructional Aide

PER-032-19 Approval of Employee No. 100170 Administrative Leave

MOTION by Mrs. Perrotti, SECOND by Mr. Gorman

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

PER-028-19 Approval of a Additional Staff for Stipend Duties in 2018-2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the additional staff members to perform extra duty beyond their contractual obligations for the 2018-2019 school year.

PER-029-19 Approval of Library Volunteers for the 2018-2019 School Year (*District Goal: Family Engagement*)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the list of library volunteers, pending criminal history approval, for the 2018-2019 school year.

PER-030-19 Approve Additional Substitute Teachers for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the list of additional substitute teachers for the 2018-2019 school year upon pending criminal history clearance.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

PER-031-19 Approval of Mary Ummak as an Instructional Aide

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Mary Ummak as an Instructional Aide, Position Control No. 007, at an annual salary of \$17,550.00 + \$500.00 stipend for BA in Teaching, + \$500.00 stipend for ABA training, + \$1,000.00 for teaching certification, totaling \$19,550.00 (prorated), effective October 22, 2018, pending criminal history clearance.

PER-032-19 Approval of Employee No. 100170 Administrative Leave

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the paid administrative leave for Employee No. 100170, with benefits, effective September 28, 2018 through October 4, 2018.

CURRICULUM AND INSTRUCTION

C&I-011-19 Approval of 2018-2019 School Field Trips

C&I-012-19 Approve the Submission of the 2017-2018 HIB School Self-Assessment Report

C&I-013-19 Approve the Addition to the Uniform State Memorandum of Agreement (MOA) between Education and Law Enforcement Officials

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

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

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

C&I-011-19 Approval of 2018-2019 School Field Trips

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following school field trips for the 2018-2019 school year:

Grade	Class Trip	Date	Purpose
Sixth Grade Students	West Essex Holiday Concert for Sixth Grade	December 13, 2018	Winter Concert
Fourth, Fifth, and Sixth Grade Students	West Essex Music Buddy Day	January 8, 2019 January 9, 2019 (snow date)	Music Appreciation
G&T Students (Grades 5-6)	Problem Solving G&T Trip Essex Fells School (9:00am - 12:30pm)	November 15, 2018	G & T Event
G&T Students (Grades 3-5)	Spelling Bee 9:30 am - 12:30 pm) Morristown, NJ	February 7, 2019 February 8, 2019 (snow date)	Annual Academic Event
G&T Students (Grades 4 & 5)	Learning Carnival 9:30am - 12:30pm) Morristown, NJ	March 6, 2019 March 7, 2019 (snow date)	Annual Academic Event
G&T Students	Totally Global 9:00am - 12:30pm Essex Fells, NJ	March 28, 2019	Annual Academic Event
G&T Students (Grade 5)	Challenge 24 (Math Competition) (9:00am) Millburn, NJ	June 5, 2019	Math Competition
Sixth Grade Students	Sixth Grade Move Up Day	June 13, 2019	Orientation for Sixth Grade Students
Sixth Grade Students	Sixth Grade Field Trip to Jeff Lakes	June 5, 2019 June 7, 2019 (rain date)	Annual Field Trip

C&I-012-19 Approve the Submission of the 2017-2018 HIB School Self-Assessment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2017-2018 HIB School Self-Assessment Report and Statement of Assurance under the Anti-Bullying Rights (ABR) to the New Jersey Department of Education having completed a public presentation and discussion at the October 18, 2018, Board of Education meeting.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

C&I-013-19 Approve the Addition to the Uniform State Memorandum of Agreement (MOA) between Education and Law Enforcement Officials

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the addition to the Uniform Memorandum of Agreement (MOA) between Education and Law Enforcement Officials, as previously approved at the April 26, 2018 Board Meeting, to include the Memorandum of Understanding Camera Access Agreement.

X. 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 the 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.

- Two community members voiced support for settling the REA contract.
- A parent noted support for the teachers and identified concerns regarding the length of lunch and recess being much shorter than the time dedicated to math instruction. The parent also noted a security concern, bussing concerns, and issues related to the HSA's access to the building in light of their fundraising efforts for the school.
- Frank Pane, REA Co-President, spoke regarding contract negotiations and a desire by REA for settlement prior to the date assigned for mediation.
- Two community members spoke regarding the PILOT program and the Borough's desire to fund the school from PILOT revenues.

XI. OLD BUSINESS

- None

NEW BUSINESS

- Several Board Members, the Superintendent and the Business Administrator will be attending the annual New Jersey School Boards Association Workshop next week in Atlantic City to enhance our understanding of current laws and trends in educational management and leadership.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 18, 2018 – 7:30 p.m.**

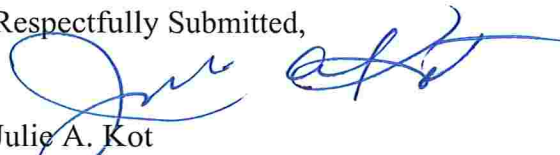
XII. ADJOURNMENT - 9:21 p.m.

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

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

The next Regular Board of Education Meeting will be held on November 15, 2018, at 7:30 PM in the Lester C. Noecker Media Center.

Respectfully Submitted,



Julie A. Kot
Business Administrator/Board Secretary