

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**REGULAR BOARD MEETING
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL
NOVEMBER 27, 2018 – 7:30 PM**

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 _____ Mrs. Scaraggi _____

III. FLAG SALUTE

IV. BOARD PRESIDENT REPORT

- Election Update
- Board's Role and Responsibilities (*Board Goals: Board Functioning*)

V. COMMITTEE REPORTS

- Finance Committee (*Board Goals: Financial and Budget*)
- Negotiations Committee (*Board Goal: Negotiations*)

VI. SUPERINTENDENT REPORT

- Veterans Day Reflection (**District Goal: School Community; Family Engagement**)
- Noecker News – Principal

VII. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Agenda Items
- Annual Budget Development Calendar

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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.

IX. APPROVAL OF ACTION ITEMS

BOARD MINUTES/REPORTS

RPT-012-19 Approve Board Meeting Minutes – October 18, 2018

RPT-013-19 Approve the October 2018 Code of Conduct Report

RPT-014-19 Approve the October 2018 Enrollment Report

RPT-015-19 Approve the October 2018 HIB Report

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____

Mrs. Savarese _____ Mrs. Scaraggi _____

RPT-012-19 Approve Board Meeting Minutes – October 18, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular Board Minutes for October 18, 2018.

RPT-013-19 Approve the October 2018 Code of Conduct Report

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

RPT-014-19 Approve the October 2018 Enrollment Report

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

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RPT-015-19 Approve the October 2018 HIB Report

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

FINANCE/FACILITIES

FIN-073-19 Approve Acceptance of the Report of the Treasurer of School Monies – September 30, 2018

FIN-074-19 Approve Acceptance of the Report of the Board Secretary – September 30, 2018

FIN-075-19 Approve Acceptance of the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – September 30, 2018

FIN-076-19 Approve Budgetary Line Item Transfers – September, 2018

FIN-077-19 Approve Payment of Bills and Claims – November 15, 2018

FIN-078-19 Approve Travel and Work Related Expenses

FIN-079-19 Approve Submission of the 2018-2019 District Report of Transported Resident Students (DRTRS)

FIN-080-19 Approve Submission of the 2019-2020 Application for State School Aid (ASSA)

FIN-081-19 Approval of SecureWatch24 Time and Materials Agreement for the 2018-2019 School Year

FIN-082-19 Approve an Occupational Evaluation for Student No. 7258059782

FIN-083-19 Approve Evaluations for Student No. 5168168743

FIN-084-19 Approval of Facilities Use Requests

FIN-085-19 Approve Overtime Hours for Employees

FIN-086-19 Approve Bid Threshold and Appointment of Julie A. Kot as the District’s Qualified Purchasing Agent (QPA)

FIN-087-19 Approve Removal and Pruning of Trees by Master Services, LLC

FIN-088-19 Approval of the Manhattan Welding Boiler Time and Materials Agreement for the 2018-2019 School Year

FIN-089-19 Approval of the J.A.T. Services Snow Contract Agreement for the 2018-2019 School Year

FIN-090-19 Approve Submission of the QSAC Health and Safety Evaluation of School Buildings Checklist for the 2018-2019 School Year

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____

Mrs. Savarese _____ Mrs. Scaraggi _____

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FIN-073-19 Approve Acceptance of the Report of the Treasurer of School Monies – September 30, 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 September 30, 2018.

FIN-074-19 Approve Acceptance of the Report of the Board Secretary – September 30, 2018

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

FIN-075-19 Approve Acceptance of the Board of Education's Monthly Certification of Major Budgetary Account/Fund Status – September 30, 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 September 30, 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-076-19 Approve Budgetary Line Item Transfers – September, 2018

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

FIN-077-19 Approve the Payment of Bills and Claims – November 15, 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 November 15, 2018:

| | | |
|--------------------------------|----------------------|---------------------------|
| General Fund Bills & Claims | \$ 213,278.70 | |
| General Fund Payroll | \$ 483,757.80 | through November 15, 2018 |
| Special Revenue Bills & Claims | \$ 4,950.00 | |
| <u>Cafeteria Fund</u> | <u>\$ 16,938.78</u> | |
| Total Payments | \$ 718,925.28 | |

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FIN-078-19 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, the Board hereby approves the following travel related expenses:

Staff Member: Chelsea Clarke
Event: WPU Educational Technology Conference
Location: Wayne, NJ
Purpose: Professional Development
Date: November 30, 2018
Cost: \$99.00
Tolls & Mileage at OMB rate

Staff Member: Deanne Somers
Event: Conquer Mathematics Administrative Workshop
Location: Fairfield, NJ
Purpose: Overview of NJSLS in Mathematics
Date: December 5, 2018
Cost: \$155.00/per workshop

Staff Member: Melanie Marin
Event: Conquer Mathematics Workshops
SE-YR1 (3-5) Number & Operations- Fractions Part 1 and 2
SE-YR1 (K-2) Geometry
Location: Fairfield, NJ
Purpose: Professional Development
Date: December 6, 2018, January 2, 2019, January 22, 2019
Cost: \$155.00/per workshop
Tolls & Mileage at OMB rate

Staff Member: Jennifer Luzzi, Gina Ortiz, Anne-Marie Petrarca, Deborah Sessa
Event: Conquer Mathematics Workshops
NJSLS-Yr 1 Grade 2 Operations and Algebraic Thinking
NJSLS-Yr 1 Grade 2 Measurement and Data
NJSLS-Yr 1 Grade 2 Geometry
Location: Fairfield, NJ
Purpose: Professional Development
Date: November 29, 2018, January 9, 2019, March 8, 2019
Cost: \$155.00/per workshop

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Staff Member: Daniella Rivera-Stewart
Event: Annual Preschool Conference
Location: Atlantic City, NJ
Purpose: Professional Development
Date: February 25 & 26, 2019
Cost: \$419.00/2-Day Session
Tolls & Mileage at OMB rate

Staff Member: Julie A. Kot
Event: NJSBA Labor Relations Workshop
Location: Trenton, NJ 08618
Purpose: Professional Development
Date: November 30, 2018
Cost: \$149.00
Tolls & Mileage at OMB rate

Staff Member: Nicola Giacobbi
Event: Black Seal Course
Location: Wrightstown, NJ
Purpose: Training
Date: November 5 and 19, 2018, December 2 and 17, 2018
Cost: \$550.00; Tolls & Mileage at OMB rate

FIN-079-19 Approve Submission of the 2018-2019 District Report of Transported Resident Students (DRTRS)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the District Report of Transported Resident Students (DRTRS) to the Department of Education for the 2018-2019 school year.

FIN-080-19 Approve Submission of the 2019-2020 Application for State School Aid (ASSA)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2019-2020 Application for State School Aid (ASSA) to the State.

FIN-081-19 Approval of SecureWatch24 Time and Materials Agreement for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the time and materials agreement for burglar alarm servicing for the 2018-2019 school year.

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FIN-082-19 Approve an Occupational Evaluation for Student No. 7258059782

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.7258059782, at a cost of \$250.00.

FIN-083-19 Approve Evaluations for Student No. 5168168743

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, retroactively approves evaluations for Student No. 5168168743, services provided by Platt & Associates, Inc. in the amount of \$1,700.00.

FIN-084-19 Approval of Facilities Use Requests

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

| Organization | Dates | Time | Day(s) | Purpose | Room/Area |
|---------------------------------|--|--|----------------------|--|-------------------------------|
| H.S.A. | 11/29/18 | 5:30PM - 7:30PM | Thursday | Parent Meeting for School Play | MPR |
| H.S.A. | 12/10/18 12/11/18 | 3:45PM - 6:30PM | Monday & Tuesday | School Play Auditions | Music Room |
| H.S.A. | 3/21/19 3/22/19 | 6:00PM - 7:00PM | Thursday & Friday | Snack/Souvenir Sales at School Play | Outside Front of School |
| Roseland Recreation Dept. | 12/1/18 - 3/23/19 Exception Dates: 12/22/18 & 12/29/18 | Revised Hours of Usage 7:30AM - 7:30PM | Saturdays | Roseland Recreation Basketball | Sierchio Gym |

FIN-085-19 Approve Additional/Overtime Hours for Employees (District Goal: Family Engagement)

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

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FIN-086-19 Approve Bid Threshold and Appointment of Julie A. Kot as the District's Qualified Purchasing Agent (QPA)

WHEREAS, changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Julie A. Kot possesses the designation of a Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, the Roseland Board of Education desires to increase the bid threshold as provided in N.J.S.A.18A:18A-3; now, therefore, be it

RESOLVED, that the governing body of the Roseland Board of Education in the County of Essex, in the State of New Jersey hereby increases its bid threshold; and be it further RESOLVED, that the governing body hereby appoints Julie A. Kot as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that the governing body hereby authorizes the Qualified Purchasing Agent to award contracts up to the bid threshold; and be it further

RESOLVED, that the governing body hereby sets the quote threshold at 15% of the bid threshold amount.

FIN-087-19 Approve Removal and Pruning of Trees by Master Services, LLC

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the removal of (3) three trees and pruning of various other trees on the Lester C. Noecker School property, services provided by Master Services, LLC, in the amount of \$1,800.00.

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FIN-088-19 Approval of Manhattan Welding Boiler Time and Materials Agreement for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Manhattan Welding Boiler Time & Materials Agreement for the 2018-2019 school year.

FIN-089-19 Approval of the J.A.T. Services Snow Contract Agreement for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the J.A.T. Services Snow Contract Agreement for the 2018-2019 school year.

FIN-090-19 Approve Submission of the QSAC Health and Safety Evaluation of School Buildings Checklist for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves submission of the annual QSAC Health and Safety Evaluation of School Buildings Checklist to the State for the 2018-2019 school year.

PERSONNEL/MANAGEMENT

PER-033-19 Approve Additional Substitute Custodian for the 2018-2019 School Year

PER-034-19 Accept the Resignation of Employee No. 100170

PER-035-19 Approval of Nicola Giacobbe as Custodian for the 2018-2019 School Year

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____

Mrs. Savarese _____ Mrs. Scaraggi _____

PER-033-19 Approve Additional Substitute Custodian for the 2018-2019 School Year

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

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PER-034-19 Accept the Resignation of Employee No. 100170

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the resignation of Employee No. 100170, Position Control No. 066, effective November 2, 2018.

PER-035-19 Approval of Nicola Giacobbe as Custodian for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Nicola Giacobbe, as a full-time custodian, Employee No. 100491, Position Control No. 66, at a salary of \$35,000 with benefits, for the 2018-2019 school year, retroactive to November 16, 2018.

CURRICULUM AND INSTRUCTION

C&I-014-19 Approve 2018-2019 School Field Trips

C&I-015-19 Approve the 2018-19 NJQSAC Committee

C&I-016-19 Approve the 2018-2019 Nursing Services Plan

C&I-017-19 Approve the School Safety and Security Plan Statement of Assurance for the 2018-2019 School Year

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____

Mrs. Savarese _____ Mrs. Scaraggi _____

C&I-014-19 Approve 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 |
|-----------------|-----------------------------------|------------------|--|
| Student Council | Roseland First Aid Squad Building | December 6, 2018 | Delivering Veteran's Day cards and assisting with the packing of boxes to send over to the Veterans. |

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C&I-015-19 Approve the 2018-19 NJQSAC Committee

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the 2018-19 New Jersey Quality Single Accountability Continuum (NJQSAC) Committee.

C&I-016-19 Approve the Nursing Services Plan for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the Nursing Services Plan for the 2018-2019 school year.

C&I-017-19 Approve the School Safety and Security Plan Statement of Assurance for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the School Safety and Security Plan Statement of Assurance for the 2018-2019 School Year.

POLICIES, REGULATIONS AND BYLAWS

PRB-05-19 Approve First Reading of Policies/Regulations /Bylaws

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____
Mrs. Savarese _____ Mrs. Scaraggi _____

PRB-05-19 Approve First Reading of Policies/Regulations /Bylaws

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves on first reading and adopts the following policies/regulations:

Policy No. 5111 Eligibility of Resident/Nonresident Students (M)
Regulation No 5111 Eligibility of Resident/Nonresident Students (M)

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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.

XI. CORRESPONDENCE

XII. OLD BUSINESS

- NJSBA and Board Workshop Reports (*District Goal: Board Functioning*)

NEW BUSINESS

XIII. ADJOURNMENT

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____

Mrs. Savarese _____ Mrs. Scaraggi _____

The next Regular Board Meeting will be held on December 13, 2018, at 7:30 PM in the Lester C. Noecker Media Center.