

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**REGULAR BOARD MEETING
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL
NOVEMBER 21, 2019 – 7:30 PM**

I. CALL TO ORDER – Mrs. Gordon, Board President

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, 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. Murano _____

Mrs. Savarese _____ Mrs. Scaraggi _____

III. FLAG SALUTE

IV. BOARD PRESIDENT REPORT

- School Climate Team Presentation (*District Goal: Care and Climate*)
- Board Election Results
 - One 2-year unexpired term: Corby Murano - 802
 - One 3-year term: Michael Gesario - 605
- Upcoming Board Trainings (*Board Goal: Board Functioning*)

V. COMMITTEE REPORTS

- Finance/Facilities Committee (*Board Goals: Financial and Budget*)
- HSA Liaison Report

VI. SUPERINTENDENT REPORT

- Noecker News – Principal
- After School Enrichment Update (*District Goal: Care and Climate*)

VII. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Agenda Items
- Annual Budget Development Calendar (*Board Goal: Budget*)

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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 on 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-011-20 Approve Regular and Closed Session Meeting Minutes – October 16, 2019

RPT-012-20 Approve the October 2019 Enrollment Report

RPT-013-20 Approve the October 2019 Code of Conduct Report

RPT-014-20 Approve the October 2019 HIB Report

MOTION by _____, SECOND by _____

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

Mrs. Savarese _____ Mrs. Scaraggi _____

RPT-011-20 Approve Board Meeting Minutes – October 16, 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular & Closed Session Board Minutes for October 16, 2019.

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RPT-012-20 Approve the October 2019 Enrollment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the October 2019 Enrollment Report.

RPT-013-20 Approve the October 2019 Code of Conduct Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the October 2019 Code of Conduct Report.

RPT-014-20 Approve the October 2019 HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the October 2019 HIB Report.

FINANCE/FACILITIES

FIN-069-20 Approve Acceptance of the Report of the Treasurer of School Monies – October 16, 2019

FIN-070-20 Approve Acceptance of the Report of the Board Secretary – October 2019

FIN-071-20 Approve Acceptance of the Board of Education's Monthly Certification of Major Budgetary Account/Fund Status – October 2019

FIN-072-20 Approve Budgetary Line Item Transfers – October 2019

FIN-073-20 Approve Payment of Bills and Claims – November 21, 2019

FIN-074-20 Approve Travel and Work Related Expenses

FIN-075-20 Approve Submission of the 2019-2020 District Report of Transported Resident Students (DRTRS)

FIN-076-20 Approve Submission of the 2020-2021 Application for State School Aid (ASSA)

FIN-077-20 Approval of Facilities Use Requests

FIN-078-20 Approve Additional Compensation for Employees

FIN-079-20 Approval of the Snow Contract Agreement for the 2019-2020 School Year

FIN-080-20 Approve Occupational Evaluations

FIN-081-20 Approve Acceptance of Financial Audit for the Year Ending June 30, 2019

FIN-082-20 Approve the Corrective Action Plan (CAP) to Address 2018-2019 Audit Recommendations

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- FIN-083-20 Approve the Roseland School District Purchasing Manual for the 2019-2020 School Year
- FIN-084-20 Approve the Submission of the 2019-2020 M-1 and Comprehensive Maintenance Plan
- FIN-085-20 Approve the Donation of Smartboards and Projectors
- FIN-086-20 Approve the Contract with The JDM Group to Install Panic Button Alert System
- FIN-087-20 Approve the Receipt of a Safety Grant from the N.J. School Insurance Fund
- FIN-088-20 Approve the Purchase of a Power Brush from Power Place Inc.
- FIN-089-20 Approve the Repairs to Two of the School's Circulator Pumps with KCG Air Conditioning, Heating, Refrigeration, and Energy Management
- FIN-090-20 Approve the 2019-2020 School Year Tuition Contract for Out of District Student No. 5168168743
- FIN-091-20 Approve the Installation of Two Heat Exchangers and Two Inducer Assemblies
- FIN-092-20 Approve Submission of the QSAC Health and Safety Evaluation of School Buildings Checklist for the 2019-2020 School Year
- FIN-093-20 Approve Additional Compensation for After School Enrichment Teachers

MOTION by _____, SECOND by _____

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

- FIN-069-20 Approve Acceptance of the Report of the Treasurer of School Monies – October 2019

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, 2019.

- FIN-070-20 Approve Acceptance of the Report of the Board Secretary – October 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Board Secretary's Report for the period ending October 31, 2019.

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FIN-071-20 Approve Acceptance of the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – October 2019

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, 2019, 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-072-19 Approve Budgetary Line Item Transfers – October 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the attached Line Item Budget Transfers for the month of October 2019, as per N.J.S.A. 18A:8.1.

FIN-073-20 Approve the Payment of Bills and Claims – November 21, 2019

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 21, 2019:

General Fund Bills & Claims	\$ 330,454.07	
General Fund Payroll	\$ 517,040.61	through November 21, 2019
Special Revenue Bills & Claims	\$ 21,640.13	
<u>Cafeteria Fund</u>	<u>\$ 21,861.37</u>	
Total Payments	\$890,996.18	

FIN-074-20 Approval of 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 November 21, 2019 list of travel related expenses.

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FIN-075-20 Approve Submission of the 2019-2020 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 2019-2020 school year.

FIN-076-20 Approve Submission of the 2020-2021 Application for State School Aid (ASSA)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2020-2021 Application for State School Aid (ASSA) to the State.

FIN-077-20 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
Roseland H.S.A.	2/1/20 This replaces the previously approved 2-8-20 date.	9:00 AM - 2:00 PM	Saturday	Rehearsal	M.P.R. & Music Room

FIN-078-20 Approve Additional Compensation for Employees

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

FIN-079-20 Approve the Snow Contract Agreement for the 2019-2020 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the LCC Landscapes Snow Contract Agreement for the 2019-2020 school year.

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FIN-080-20 Approve Occupational Evaluations

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves an occupational evaluation for students listed below; the services are provided by Pediatric Potentials at a cost of \$375.00/per evaluation:

- Student No. 7851949249
- Student No. 5868241094

FIN-081-20 Approve Acceptance of Financial Audit for the Year Ending June 30, 2019

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, 2019, and Auditors' Management Report (AMR) on Administrative Findings – Financial, Compliance and Performance Fiscal Year Ending June 30, 2019.

FIN-082-20 Approve the Corrective Action Plan (CAP) to Address 2018-2019 Audit Recommendations

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Roseland Board of Education 2018-2019 Audit Corrective Action Plan as outlined below which addresses the Audit Recommendation:

RECOMMENDATION NUMBER	CORRECTIVE ACTION REQUIRED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	PLANNED COMPLETION DATE OF IMPLEMENTATION
1 – E-CERT1	It is recommended that the required certification (E-CERT1) be filed with the NJ Department of Treasury in a timely manner and all compensation benefits	The District will ensure that the required certification (E-CERT1) will be filed by the necessary deadline and that all compensation benefits will comply with	School Business Administrator/Bd. Secretary	Immediate and on-going, with full implementation to be completed by March 15, 2020.

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	comply with state requirements.	state requirements moving forward.		
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FIN-083-20 Approve the Roseland School District Purchasing Manual for the 2019-2020 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Roseland School District Purchasing Manual for the 2019-2020 School Year.

FIN-084-20 Approve the Submission of the 2019-2020 M-1 and Comprehensive Maintenance Plan

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2019-2020 M-1 and Comprehensive Maintenance Plan to the Department of Education.

FIN-085-20 Approve the Donation of Smartboards and Projectors

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the donation of thirty-three Smartboards and thirty-three projectors to be donated to the Lindenwold Board of Education (10) and the Oceangate Board of Education (23).

FIN-086-20 Approve the Contract with the JDM Group to Install a Panic Button Alert System

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the contract with the JDM Group to install a panic button alert system.

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FIN-087-20 Approve the Receipt of a Safety Grant from the N.J. School Insurance Fund

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the receipt of \$1,638.23 from the New Jersey Insurance Fund that was distributed from the State of New Jersey's 2019 Safety Grant.

FIN-088-20 Approve the Purchase of a Power Brush from Power Place Inc.

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the purchase of a power brush to assist with snow removal from Power Place Inc. in the amount of \$3,396.21.

FIN-089-20 Approve the Repairs to Two of the School's Circulator Pumps with KCG Air Conditioning, Heating, Refrigeration, and Energy Management

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the repairs of two heating circulator pumps with KCG Air Conditioning, Heating, Refrigeration, and Energy Management at a cost of \$3,950.00.

FIN-090-20 Approve 2019-2020 School Year Tuition Contract for Out of District Student No. 5168168743

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, retroactively approves the tuition contract for Out of District Student No. 5168168743 with the Shepard School for the remainder of the 2019-2020 school year, effective November 18, 2019, at a cost of \$41,151.03.

FIN-091-20 Approve the Installation of Two Heat Exchangers and Two Inducer Assemblies

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, retroactively approves the repairs of two heat exchangers and two inducer assemblies with KCG Air Conditioning, Heating, Refrigeration, and Energy Management at a cost of \$5,500.00.

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FIN-092-20 Approve Submission of the QSAC Health and Safety Evaluation of School Buildings Checklist for the 2019-2020 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 2019-2020 school year.

FIN-093-20 Approve Additional Compensation for After School Enrichment Teachers

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve additional compensation (\$55 per day) for teachers offering classes for After School Enrichment.

PERSONNEL/MANAGEMENT

PER-026-20 Approval of Additional Parent Volunteers for the 2019-2020 School Year

PER-027-20 Approval of Additional Substitute Teachers for the 2019-2020 School Year

PER-028-20 Approval of Additional Staff for Stipend Duties in 2019-2020

PER-029-20 Approve Home Instruction for Student No. 903735864

PER-030-20 Approve Extension of Leave of Absence for Employee No. 100483

MOTION by _____, SECOND by _____

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

Mrs. Savarese _____ Mrs. Scaraggi _____

PER-026-20 Approval of Additional Parent Volunteers for the 2019-2020 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the list of parent volunteers for the 2019-2020 school year, pending criminal history approval and completion of GCN trainings.

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PER-027-20 Approval of Additional Substitute Teachers for the 2019-2020 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the list of additional substitute teachers for the 2019-2020 school year upon pending criminal history clearance.

PER-028-20 Approval of Additional Staff for Stipend Duties in 2019-2020

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 2019-2020 school year.

PER-029-20 Approve Home Instruction for Student No. 903735864

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves home instruction for Student No. 903735864, provided by Employee No. 100443 at their respective hourly rate, not to exceed a total of 10 hours per week for the 2019-20 school year.

PER-030-20 Approve Extension of Leave of Absence for Employee No. 100483

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the extension of leave of absence for Employee No. 100483 from November 25, 2019 to November 29, 2019 with a return date of December 2, 2019. This extension shall be without benefits and without compensation.

CURRICULUM AND INSTRUCTION

C&I-011-20 Approval of the 2019-2020 Nursing Services Plan

C&I-012-20 Approval of the School Safety and Security Plan Statement of Assurance for the 2019-2020 School Year

C&I-013-20 Approval of Samantha Pagliuca for Field Placement Experience

C&I-014-20 Approval of Victoria Rotonda for Field Placement Experience

C&I-015-20 Approval of 2019-2020 School Field Trips

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

C&I-011-20 Approval of the Nursing Services Plan for the 2019-2020 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the Nursing Services Plan for the 2019-2020 school year.

C&I-012-20 Approval of the School Safety and Security Plan Statement of Assurance for the 2019-2020 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 2019-2020 School Year.

C&I-013-20 Approval of Samantha Pagliuca for Field Placement Experience

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Samantha Pagliuca, student from Fairleigh Dickinson University for a total of ten (10) days of Field Placement with Employee No. 100366 at no cost to the Board, pending submission of all required documentation.

C&I-014-20 Approval of Victoria Rotonda for Field Placement Experience

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Victoria Rotonda, student from Montclair State University for a total of thirty (30) hours of days of Field Placement. Fifteen (15) hours with Employee No. 100135 and fifteen (15) hours with Employee No. 100400, at no cost to the Board, pending submission of all required documentation.

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C&I-015-20 Approval of 2019-2020 School Field Trips

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following school field trips for the 2019-2020 school year.

Grade	Class Trip	Date	Purpose
Noecker Cares Committee	Roseland First Aid Squad Building	December 4, 2019	Delivering Veteran's Day cards and assisting with the packing of boxes to send over to the Veterans.
Sixth Grade Students	West Essex Holiday Concert for Sixth Grade	December 12, 2019 (reapproval- West Essex changed date)	Winter Concert
Fifth Grade Students	Red Hill Museum	May 13, 2020	Annual Field Trip
Chorus/Orchestra Students	Arbor Terrace, Roseland	December 16, 2019	Caroling for Elderly

POLICIES, REGULATIONS AND BYLAWS

PRB-002-20 Approve the Second Reading & Adopts the Revised/New Policies, Regulations, Bylaws

MOTION by _____, SECOND by _____

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

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PRB-002-20 Approve the Second Reading & Adopts the Revised/New Policies, Regulations, Bylaws

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the second reading and adoption of the following policies/regulations:

- P & R 1642 Earned Sick Leave Law (M) (New)
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
- P & R 3218 Use, Possession, or Distribution of Substances (M) (Revised)
- P & R 4218 Use, Possession, or Distribution of Substances (M) (Revised)
- P 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M)
- P & R 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- P & R 7440 School District Security (M) (Revised)
- P 8600 Student Transportation (M) (Revised)
- R 8600 Student Transportation (Revised)
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)
- P 8670 Transportation of Special Needs Students (M) (Revised)
- P 9210 Parent Organizations (Revised)
- P 9400 Media Relations (Revised)

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 agenda items only** during this three (3) minute period. Any questions should be directed to the Board President and depending on 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.

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XI. CORRESPONDENCE

XII. OLD BUSINESS

- NJSBA Conference 2019 Report (*Board Goal: Board Functioning*)

NEW BUSINESS

XIII. ADJOURNMENT

MOTION by _____, SECOND by _____

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

Mrs. Savarese _____ Mrs. Scaraggi _____

**The next Regular Board Meeting will be held on December 19, 2019, at 7:30 PM
in the Lester C. Noecker Media Center.**