

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**REGULAR BUSINESS MEETING
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL
FEBRUARY 8, 2018 – 7:30 PM**

I. CALL TO ORDER – Board President

II. STATEMENT OF COMPLIANCE – Open Public Meetings 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

- Committee Assignments

V. SUPERINTENDENT REPORT

- Noecker News
- Strategic Plan Action Plans Presentation
- Review of 2016-17 School Performance Report

VI. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Business Office Update

VII. 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.

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VIII. APPROVAL OF ACTION ITEMS

BOARD MINUTES/REPORTS

- RPT-24-18 Approve Board Meeting Minutes
- RPT-25-18 Approve the January, 2018 Code of Conduct Report
- RPT-26-18 Approve the January, 2018 Enrollment Report
- RPT-27-18 Approve the January, 2018 HIB Report

MOTION by _____, SECOND by _____

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

- RPT-24-18 Approve Board Meeting Minutes

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Reorganization and Regular Board Meeting Minutes for January 8, 2018.

- RPT-25-18 Approve the January 2018 Code of Conduct Report

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

- RPT-26-18 Approve the January 2018 Enrollment Report

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

- RPT-27-18 Approve the January 2018 HIB Report

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

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APPROVAL OF ORGANIZATION ACTION ITEMS

ORG-05-18 Committee Appointments

MOTION by _____, SECOND by _____

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

Mrs. Savarese _____ Mrs. Scaraggi _____

ORG-05-18 Committee Appointments

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the chairpeople and members of the Board of Education Committees from February 8, 2018 to January 3, 2019.

FINANCE/FACILITIES

FIN-116-18 Approve Acceptance of the Report of the Treasurer of School Monies – November 30, 2017 & December 31, 2017

FIN-117-18 Approve Acceptance of the Report of the Board Secretary – November 30, 2017 & December 31, 2017

FIN-118-18 Approve Acceptance of the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – November 30, 2017 & December 31, 2017

FIN-119-18 Approve Payment of Bills and Claims – February 8, 2018

FIN-120-18 Approve the Budgetary Line Item Transfers – December 2017

FIN-121-18 Approve Acceptance of the Cafeteria Report – December 31, 2017

FIN-122-18 Approve Travel and Work Related Expenses

FIN-123-18 Approve the Building Use Requests

FIN-124-18 Approval of Psychiatric Evaluation for Student No. 8854984228

FIN-125-18 Approval of Suicide Awareness Professional Development Presentation

FIN-126-18 Approve Waiver of Requirements for the Special Education Medicaid Initiative (SEMI) Program – 2018-2019

FIN-127-18 Approval of Annual Payment to PERS Employer Pension Liability

FIN-128-18 Approval to Accept Roseland Home and School Association (HSA) Donation

FIN-129-18 Approve Payment of Overtime to Employee No. 100414 for Preschool/Kindergarten Orientation

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- FIN-130-18 Approval of 2017-2018 Integrated Pest Management Plan
FIN-131-18 Approve Stepping Forward Counseling Services for Student No. 8854984228
FIN-132-18 Approve to Accept Donation from Employee # 100438

MOTION by _____, SECOND by _____

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

- FIN-116-18 Approve Acceptance of the Report of the Treasurer of School Monies – November 30, 2017 & December 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 periods ending November 30, 2017 & December 31, 2017.

- FIN-117-18 Approve Acceptance of the Report of the Board Secretary – November 30, 2017 & December 31, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Board Secretary's Report for the periods ending November 30, 2017 & December 31, 2017.

- FIN-118-18 Approve Acceptance of the Board of Education's Monthly Certification of Major Budgetary Account/Fund Status – November 30, 2017 & December 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 December 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-119-18 Approve Payment of Bills and Claims – February 8, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of Bills and Claims for the period ending February 8, 2018:

| | | |
|--|-----------------------------|--------------------------|
| General Fund Bills & Claims | \$ 416,844.97 | |
| General Fund Payroll | \$ 459,462.21 | through January 31, 2018 |
| Special Revenue Bills & Claims | \$ 26,595.12 | |
| <u>Cafeteria Fund Bills & Claims</u> | <u>\$ 13,374.85</u> | |
| <i>Total Payments</i> | <i>\$ 916,277.15</i> | |

FIN-120-18 Approve the Budgetary Line Item Transfers – November 2017 & December 2017

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

FIN-121-18 Approve Acceptance of the Cafeteria Report – December 31, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Cafeteria Report for the period ending December 31, 2017.

FIN-122-18 Approve 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: | Colleen Lavorgna, Mark Mansour, and Julieth Santos |
| Event: | IXL-Live Workshop |
| Location: | Newark, NJ |
| Purpose: | Professional Development |
| Date: | March 6, 2018 |
| Cost: | \$75.00 |
| | Tolls & Mileage at the OMB rate |

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Staff Member: Thomas August
Event: 2018 New Jersey School Buildings & Grounds Association-
NSPMA Conference/Expo
Location: Atlantic City, NJ
Purpose: Professional Development
Date: March 11-14, 2018
Cost: \$200.00
Hotel: Not to exceed \$99+fees/night x 2 nights
Tolls & Mileage at the OMB rate
Reimbursable Meals & Incidental Expenses as per the GSA rate

Staff Member: Renee Collins
Event: National Art Education Art Conference
Location: Seattle, Washington
Purpose: Professional Development
Date: March 22-23, 2018
Cost: \$175.00 (registration fee only)

Staff Member: Lauren Miller
Event: Math Workshop for Struggling Students
Location: West Orange, NJ
Purpose: Professional Development
Date: March 26, 2018
Cost: \$249.00
Tolls & Mileage at the OMB rate

Staff Member: Frances Noronha
Event: New Jersey State School Nurse Association Conference
Location: East Princeton, NJ
Purpose: Professional Development
Date: March 16-17, 2018
Cost: \$224.00
Tolls & Mileage at the OMB rate

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Staff Member: Chelsea Clarke
 Event: NJCGTP Spelling Bee
 Location: St. Ann’s Parish, Parsippany, NJ
 Purpose: Spelling Bee
 Date: February 9, 2018
 February 26, 2018 (snow date)
 Cost: \$30.00 per student/ 3 additional students
 +6 students previously approved on the 12/21/2017 agenda
 = 9 total students/\$30 each = \$270.00 total

Staff Member: Chelsea Clarke
 Event: New Jersey Annual Gifted Conference (N.J.A.G.C.)
 Location: West Windsor, NJ
 Purpose: Professional Development
 Date: March 23, 2018
 Cost: \$219.00
 Tolls & Mileage at the OMB rate

Staff Member: Michael Megaro & Laurie Martell
 Event: NJAPHERD Convention
 Location: Long Branch, NJ
 Purpose: Professional Development
 Date: February 27, 2018
 Cost: 80.00 per person/= \$160.00 total
 Tolls & Mileage at the OMB rate

FIN-123-18 Approve the Building 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 Girl Scouts | Friday, April 13, 2018 | 6:30pm - 9:00pm | Friday | Girl Scout Raingutter Regatta | MPR |

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FIN-124-18 Approval of Psychiatric Evaluation for Student No. 8854984228

RESOLVED, that the Board of Education, under the recommendation of the Superintendent, approves a psychiatric evaluation, services being provided by Dr. Mark Faber for Student No. 8854984228 at a cost of \$550.00.

FIN-125-18 Approval of Suicide Awareness Professional Development Presentation

RESOLVED, that the Board of Education, under the recommendation of the Superintendent, approves Arlene O'Connell as presenter of the Suicide Awareness Professional Development Presentation as required under N.J.S.A. 18A:6-112, to be held on February 20, 2018, at a fee of \$400.00.

FIN-126-18 Approve Waiver of Requirements for the Special Education Medicaid Initiative (SEMI) Program – 2018-2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following resolution:

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-2019 budget year, and

WHEREAS, the Roseland Board of Education desires to apply for this waiver due to the fact that it projects having fewer than forty (40) Medicaid eligible classified students for the 2018-2019 budget year, and

NOW THEREFORE BE IT RESOLVED, that the Roseland Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Essex an appropriate waiver of the requirements of N.J.A.C. 6A23A-5.3 for the 2018-2019 school year.

FIN-127-18 Approval of Annual Payment to PERS Employer Pension Liability

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the annual payment of the PERS Employer Pension Liability in the amount of \$95,057.26.

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FIN-128-18 Approval to Accept Roseland Home and School Association (HSA) Donation

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts a donation in the amount of \$3,118.00 from the Roseland Home and School Association for a lighting board (\$2,000.00) and Apple iPad (\$1,118.00) to be used for the school play.

FIN-129-18 Approve Payment of Overtime to Employee No. 100414 for Preschool/Kindergarten Orientation

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of two hours of overtime at the rate of \$30.95/hr for a total of \$61.90 to Employee No. 100414 for attendance at the Preschool/Kindergarten Open House.

FIN-130-18 Approval of 2017-2018 Integrated Pest Management Plan

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Integrated Pest Management Plan for the 2017-2018 school year.

FIN-131-18 Approve Stepping Forward Counseling Services for Student No. 8854984228

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Stepping Forward Counseling Center outpatient services for Student No. 8854984228 for an amount not to exceed \$8,025.00 for a time period of up to two months beginning January 29, 2018.

FIN-132-18 Approve to Accept Donation from Employee # 100438

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts a donation from Employee #100438 of a mini-refrigerator to be used for the board offices (\$129.00 value).

PERSONNEL/MANAGEMENT

PER-54-18 Approve Employee # 100320 as the 2018 Summer Enrichment Coordinator

PER-55-18 Approve Additional Hours for Employee #100295

PER-56-18 Approve Additional Hours for Employee #100427

PER-57-18 Approve Additional Hours for Employee #100386

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- PER-58-18 Approve Employee #100316 as a Substitute Chaperone for Student No. 8366205991
- PER-59-18 Approve Additional Hours for Employee #100316
- PER-60-18 Approve Additional Substitute Teachers for the 2017-2018 School Year
- PER-61-18 Rescind Appointment of Alexandra Hornyak as an Instructional Aide
- PER-62-18 Rescind Appointment of Jody Cancellieri as the Part-Time (0.6) Confidential Administrative Assistant
- PER-63-18 Approval of Bailey Welch as an Instructional Aide
- PER-64-18 Approve Three (3) Make-Up Hours of Extended Home Instruction for Student No. 8655727514

MOTION by _____, SECOND by _____

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

- PER-54-18 Approve Employee # 100320 as the 2018 Summer Enrichment Coordinator

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Employee # 100320 as the 2018 Summer Enrichment Coordinator at a total stipend of \$3,500.00.

- PER-55-18 Approve Additional Hours for Employee #100295

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves hours for Employee # 100295 to assist the Roseland Home and School Association with the School Play for the 2017-18 school year at an hourly rate of \$55/per hour not to exceed \$3,000.00.

- PER-56-18 Approve Additional Hours for Employee #100427

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves hours for Employee # 100427 to assist as a student chaperone for Student No. 8366205991 at the 2017-2018 School Play at an hourly rate of \$16.00/per hour not to exceed 10 hours for the month of January 2018.

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PER-57-18 Approve Additional Hours for Employee #100386

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves hours for Employee # 100386 to assist as a student chaperone for Student No. 8366205991 at the 2017-2018 School Play at an hourly rate of \$18.50/per hour not to exceed 25 hours for the month of February 2018.

PER-58-18 Approve Employee #100316 as a Substitute Chaperone for Student No. 8366205991

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Employee #100316 as a substitute chaperone for Student No. 8366205991 at the 2017-2018 School Play at an hourly rate of \$18.50/per hour if needed during the month of January and February 2018.

PER-59-18 Approve Additional Hours for Employee #100316

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves hours for Employee # 100316 to assist as a student chaperone for Student No. 8366205991 at the 2017-2018 School Play at an hourly rate of \$18.50/per hour not to exceed 45 hours for the month of March 2018.

PER-60-18 Approve Additional Substitute Teachers for the 2017-2018 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the list of additional substitute teachers for the 2017-2018 school year upon pending criminal history review clearance.

PER-61-18 Rescind Appointment of Alexandra Hornyak as an Instructional Aide

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, rescinds the appointment of Alexandra Hornyak as an Instructional Aide, Position Control No. 007, for the 2017-18 School Year.

PER-62-18 Rescind Appointment of Jody Cancellieri as the Part-Time (0.6) Confidential Administrative Assistant

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, rescinds the appointment of Jody Cancellieri as the Part-Time (0.6) Confidential Administrative Assistant to the Special Services/Business Office Departments, Position Control No. 137, for the 2017-18 School Year.

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PER-63-18 Approval of Bailey Welch as an Instructional Aide

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Bailey Welch as an Instructional Aide, Position Control No. 007, Step 1, \$17,100, effective February 12, 2018, pending background check.

PER-64-18 Approve Three (3) Make-Up Hours of Extended Home Instruction for Student No. 8655727514

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves three (3) make-up hours of extended home instruction, for Student No. 8655727514 provided by approved Home Instruction Teachers at their respective hourly rate during the month of February 2018.

CURRICULUM AND INSTRUCTION

C&I-31-18 Approval to Adopt the Roseland School District’s Strategic Plan Action Plans

C&I-32-18 Approval of the Addendum for the Uniform State Memorandum of Agreement (MOA) between Education and Law Enforcement Officials (District Goal: Community Engagement)

MOTION by _____, SECOND by _____

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

Mrs. Savarese _____ Mrs. Scaraggi _____

C&I-31-18 Approval to Adopt the Roseland School District’s Strategic Plan Action Plans

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the adoption of the Roseland School District’s five-year Strategic Plan Action Plans as developed as a result of Strategic Planning.

C&I-32-18 Approval of the Addendum for the Uniform State Memorandum of Agreement (MOA) between Education and Law Enforcement Officials (District Goal: Community Engagement)

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

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State Memorandum of Agreement between Education and Law Enforcement Officials.
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the addendum for the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.

IX. 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 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 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.

X. COMMITTEE REPORTS

- Negotiations

XI. CORRESPONDENCE

XII. OLD BUSINESS

NEW BUSINESS

XIII. CONSIDERATION FOR CLOSED SESSION

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following Resolution for Closed Session:

RESOLVED, by the Board of Education of the Borough of Roseland, that it shall meet in Closed Session this evening following the Regular Business Meeting to discuss personnel matters, (specifically Employee No. 100099), student matters (specifically Student No. 8854984228), and HIB cases 2017-2018-003 and 2017-2018-004.

The Board will publicly disclose information pertaining to topics discussed as soon thereafter as possible and once the reasons for non-disclosure no longer exist.

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The topics to be discussed are within the exemptions which are permitted to be discussed in private session pursuant to P.L. 1975, Chapter 231.

The Board will reconvene in public at _____ p.m. and may take action following the closed session.

MOTION by _____, SECOND by _____

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

Mrs. Savarese _____ Mrs. Scaraggi _____

XIV. REOPEN INTO PUBLIC SESSION

MOTION by _____, SECOND by _____

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

Mrs. Savarese _____ Mrs. Scaraggi _____

XV. 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 Tuesday, March 13, 2018 at 7:00 PM, in the Lester C. Noecker Media Center.