

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

DATE

March 14, 2019

PRESENT BOARD MEMBERS

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

MEETING

Business Meeting

ABSENT

TIME

7:30 p.m.

ADJOURNED

10:20 p.m.

OTHERS PRESENT

Ms. Somers
Mr. Olobardi
Ms. Greenwald
Faculty Members
Community Members

PLACE

Lester C. Noecker School

I. **CALL TO ORDER** – 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. Savarese, Mrs. Scaraggi- *Present*.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

III. FLAG SALUTE

IV. BOARD PRESIDENT REPORT

- Mrs. Gordon thanked the HSA and Wohltman Family for their donations. The interview process for the new board member was reviewed. The approval of the new Business Administrator was noted.

V. COMMITTEE REPORTS

- Mr. Gorman read a statement regarding the status of the contract negotiations.

VI. SUPERINTENDENT REPORT

- Noecker News Superintendent Somers introduced Ms. Greenwald who reported that she appreciated and thanked the HSA for the Book Fair as well as their donation of Chromebooks. She also reported on Read Across America Week, Wellness Week, and said that the Spring Conference is right around the corner.

Ms. Somers also thanked the H.S.A. and Wohltman family for their donations. She discussed the strategic plan and district goals. She advised the public that the new Business Administrator will be on tonight's agenda. Interim Business Administrator James Olobardi joined Ms. Somers for the preliminary budget presentation to the public.

VII. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Preliminary Budget Presentation (*Board Goal: Budget and Finance*)

VIII. PUBLIC COMMENT – On agenda items only NONE

IX. APPROVAL OF ACTION ITEMS

BOARD MINUTES/REPORTS

- RPT-030-19 Approve the February 7, 2019 Regular Business Meeting Minutes
RPT-031-19 Approve the February, 2019 Code of Conduct Report
RPT-032-19 Approve the February, 2019 Enrollment Report
RPT-033-19 Approve the February, 2019 HIB Report
RPT-034-19 Approve the Quarterly Health Office Report

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

MOTION by Mr. Gorman, SECOND by Mrs. Savarese

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

RPT-030-19 Approve Board Meetings Minutes

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular Meeting Minutes for February 7, 2019.

RPT-031-19 Approve the February, 2019 Code of Conduct Report

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

RPT-032-19 Approve the February, 2019 Enrollment Report

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

RPT-033-19 Approve the February, 2019 HIB Report

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

RPT-034-19 Approve the Quarterly Health Office Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Quarterly Health Office Report.

FINANCE/FACILITIES

FIN-136-19 Approve Acceptance of the Report of Treasurer of School Monies – January 31 and February 28, 2019

FIN-137-19 Approve Acceptance of the Report of the Board Secretary – January 31 and February 28, 2019

FIN-138-19 Approve the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – January 31 and February 28, 2019

FIN-139-19 Approval the Payment of Bills and Claims – March 14, 2019

FIN-140-19 Approve Budgetary Line Item Transfers – January and February, 2019

FIN-141-19 Approve Acceptance of the Cafeteria Report – January, 2019

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

- FIN-142-19 Approve Travel and Work Related Expenses
- FIN-143-19 Approve to Accept Donation from the Wohltmann Family
- FIN-144-19 Adoption of the Preliminary 2019-2020 Budget
- FIN-145-19 Approve the Stepping Forward Educational Services Contract for Student
- FIN-146-19 Approval to Amend the Designation of Signatories
- FIN-147-19 Approve Occupational Therapy Evaluations for Students
- FIN-148-19 Approve a Neurological Evaluations for Students
- FIN-149-19 Approve a Psychological Evaluation for Student
- FIN-150-19 Approve the Three Year Morris Essex Insurance Group (M.E.I.G.) Contract
- FIN-151-19 Approve to Accept Donation from the Roseland H.S.A.

MOTION by Mrs. Savarese, SECOND by Mrs. Scaraggi

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

- FIN-136-19 Approve Acceptance of the Report of the Treasurer of School Monies – January 31, 2019 and February 28, 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the acceptance of the Report of the Treasurer of School Monies for the period ending January 31 and February 28, 2019.

- FIN-137-19 Approve Acceptance of the Report of the Board Secretary – January 31 and February 28, 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the acceptance of the Report of the Board Secretary for the period ending January 31 and February 28, 2019.

- FIN-138-19 Approve the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – January 31 and February 28, 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 January 31 and February 28, 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.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

FIN-139-19 Approval the Payment of Bills and Claims – February, 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of Bills and Claims for the period ending February 28, 2019:

General Fund Bills & Claims	\$ 261,067.37	
General Fund Payroll	\$ 485,645.10	through February 28, 2019
Special Revenue Fund Bills & Claims	\$ 11,739.00	
Debt Services Fund	\$ 90,925.00	
<u>Cafeteria Fund Bills & Claims</u>	<u>\$ 17,481.25</u>	
<i>Total Payments</i>	<i>\$ 866,857.72</i>	

FIN-140-19 Approve Line Item Transfers – January and February 2019

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

FIN-141-19 Approve Acceptance of the Cafeteria Report – January 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Cafeteria Report for the periods ending January, 2019.

FIN-142-19 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:	Catherine Overbeck
Event:	Professional Development Workshop
Location:	Monroe Township, NJ
Purpose:	School Law for Administrative Assistants
Date:	May 8, 2019
Cost:	\$100.00/pp; Tolls & Mileage at OMB rate

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

Staff Member: Deanne Somers, Robyn Greenwald
Event: Conquer Mathematics
Location: Pompton Lakes, NJ
Purpose: Conquer Mathematics Assessments & Differentiation
Date: March 22, 2019
Cost: \$0.00/pp; Tolls & Mileage at OMB rate

Staff Member: Jaclyn Carnevale
Event: New Jersey Association for Behavior Analysis (NJABA)
Location: Somerset, NJ
Purpose: Annual Conference
Date: April 5, 2019
Cost: \$75.00/pp; Tolls & Mileage at OMB rate

Staff Member: Renee Collins
Event: National Art Education National Conference
Location: Boston, MA
Purpose: Professional Development
Date: March 14-16, 2019
Cost: \$175.00/pp; Tolls & Mileage at OMB rate

Staff Member: Laurie Martell & Michael Megaro (*retroactive approval*)
Event: NJAHPERD Convention
Location: Long Branch, NJ
Purpose: Professional Development
Date: February 25-26, 2019
Cost: \$145.00/pp; Tolls & Mileage at OMB rate

Staff Member: Jennifer Luzzi & Christine Garlewicz (*retroactive approval*)
Event: Units of Study in Phonics Workshop
Location: Somerset, NJ
Purpose: Professional Development
Date: February 27, 2019
Cost: \$165.00/pp; Tolls & Mileage at OMB rate

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

FIN-143-19 Approve to Accept Donation from the Wohltmann Family (District Goal: Family Engagement)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts, with appreciation, a donation from the Wohltmann Family of an Ozobot Bit Educator Entry Kit to be used in our technology classes (\$116.20 value).

FIN-144-19 Adoption of the Preliminary 2019-2020 Budget (Board Goal: Budget and Finance)

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, authorizes the submission of the 2019-2020 Preliminary School Budget to the Essex County Executive Superintendent of Schools with the following Fund Allocations:

<u>2019-2020 Budget</u>	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 9,624,342.00	\$ 8,171,100.00
Total Special Rev. Fund	\$ 118,300.00	n/a
<u>Total Debt Service Fund</u>	<u>\$ 822,100.00</u>	<u>\$ 822,100.00</u>
Totals	\$10,564,742.00	\$ 8,993,200.00

BE IT FURTHER RESOLVED, that the Roseland Board of Education authorizes as included in budget line 620, Budgeted Withdrawal of Capital Reserve – Excess Costs & Other Capital Projects, the transfer of an amount of \$400,000.00 from Capital Reserve for other capital projects including plumbing repair and upgrades (\$75,000.00), exterior lighting upgrades (\$50,000), updating intercoms and clocks (\$75,000.00), and updating Smartboards to eBoards (\$200,000.00). The total cost of these projects is \$400,000.00, which represents

expenditures for construction elements or projects that are in addition to the facilities efficiency standards and security audit measures determined by the Commissioner as necessary to achieve the New Jersey student learning standards and;

NOW THEREFORE BE IT FURTHER RESOLVED, that the Roseland Board of Education included an enrollment adjustment in the base budget in the amount of \$63,588 utilizing a portion of the allowable adjustment to be used by the Roseland Board of Education in Budget year 2019-2020.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

FIN-145-19 Approve the Stepping Forward Educational Services Contract for Student

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Stepping Forward Counseling Center contract providing educational services for Student No. 516816874, at a rate of \$75.00 per hour for 10 hours per week, effective October 29, 2018 not to exceed \$12,300.00.

FIN-146-19 Approval to Amend the Designation of Signatories

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to amend the following as signatory for checks drawn from the General Fund as: Superintendent, Deanne Somers. The signatures of two such individuals shall be required on all checks in the payment of bills and claims against the Board of Education of the Borough of Roseland from January 28, 2019 through June 30, 2019
or until a permanent Business Administrator is approved.

FIN-147-19 Approve Occupational Therapy Evaluations for Students

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves an occupation therapy evaluation, services provided by Pediatric Potentials.

- Student No. 7638131494, in the amount of \$250.00
- Student No. 3967327013, in the amount of \$250.00
- Student No. 3138288136, in the amount of \$250.00
- Student No. 9650808253, in the amount of \$250.00

FIN-148-19 Approve a Neurological Evaluations for Students

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves an neurological evaluation, services provided by Platt Psychiatric Associates.

- Student No. 3138288136, in the amount of \$635.00
- Student No. 9719494784, in the amount of \$635.00

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

FIN-149-19 Approve a Psychological Evaluation for Student

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a psychological evaluation, services provided by Platt Psychiatric Associates.

- Student No. 5367271020, in the amount of \$635.00

FIN-150-19 Approve the Three-Year Morris Essex Insurance Group (M.E.I.G.) Contract

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the three year Morris Essex Insurance Group (M.E.I.G.) contract;

WHEREAS, a number of Boards of Education in Essex County have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B and;

WHEREAS, said Pool was approved effective February 10, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool, and;

WHEREAS, the Board of Education of Roseland has determined that membership in the MORRIS ESSEX INSURANCE GROUP is in the best interest of the District.

NOW THEREFORE, be it resolved that the Board of Education of Roseland does hereby agree to renew membership in the MORRIS ESSEX INSURANCE GROUP and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2019 to June 30, 2022.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Pool's By laws and to deliver the same to the Executive Director.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

FIN-151-19 Approve to Accept Donation from the Roseland H.S.A.

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts, with appreciation, a donation from the Roseland Home and School Association, Check No. 1927, in the amount of \$8,847.87 to be used to purchase 23 new chromebooks.

PERSONNEL/MANAGEMENT

PER-051-19 Accept the Resignation of Board Member, Jean Perrotti

PER-052-19 Approval of Stefania Rotondo as an Instructional Aide

PER-053-19 Approval of Additional Staff for Stipend Duties in the 2018-2019/2019-2020 School Year

PER-054-19 Approve Gordon Gibbs as the Roseland School District Business Administrator/Board Secretary (2018-2019)

PER-055-19 Approve Gordon Gibbs as the Roseland School District Business Administrator/Board Secretary (2019-2020)

PER-056-19 Authorize the Hiring of Personnel Between March 15, 2019 and April 30, 2019

MOTION by Mr. Gorman, SECOND by Mrs. Scaraggi

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

PER-051-19 Accept the Resignation of Board Member Jean Perrotti

RESOLVED, that the Board of Education, accepts, with regret, the resignation of Board Member Jean Perrotti effective February 19, 2019.

PER-052-19 Approval of Stefania Rotondo as a (0.6) Classroom Aide

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve Stefania Rotondo as a 0.6 Classroom Aide, Position Control No. 007, at a (prorated) salary of \$17,550.00 plus a \$300.00 substitute certificate stipend for a total of \$17,850.00, without benefits, effective March 15, 2019, pending background check.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

PER-053-19 Approval of Additional Staff for Stipend Duties in the 2018-2019/2019-2020 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the additional staff member(s) to perform extra duty beyond their contractual obligations for the 2018-2019/2019-2020 school year.

PER-054-19 Approve Gordon Gibbs as the Roseland School District Business Administrator/Board Secretary (2018-2019)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve Gordon Gibbs as the Roseland School District Business Administrator/Board Secretary, Position Control No. 001, at a (prorated) salary of \$112,000.00, with benefits, effective June 13, 2019, for the remainder of the 2018-2019 school year, pending background check.

PER-055-19 Approve Gordon Gibbs as the Roseland School District Business Administrator/Board Secretary (2019-2020)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve Gordon Gibbs as the Roseland School District Business Administrator/Board Secretary, Position Control No. 001, at a salary of \$112,000.00, with benefits, effective July 1, 2019 to June 30, 2020, pending background check.

PER-056-19 Authorize the Hiring of Personnel Between March 15, 2019 and April 30, 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, authorizes the Superintendent to hire personnel for the 2018-19 school year between March 15, 2019 and April 30, 2019, upon advising and approval by a majority of the Board of Education – retroactive approval to be confirmed at the April 30, 2019 Regular Board of Education Meeting.

CURRICULUM AND INSTRUCTION

C&I-026-19 Approve Additional 2018-2019 School Field Trips

MOTION by Mrs. Savarese, SECOND by Mrs. Scaraggi

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

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

C&I-026-19 Approve Additional 2018-2019 School Field Trips (District Goal: Community Engagement)

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
Gr 3-6	Build-a-Bear	5/17/19	Student Council to donate bears to Saint Barnabas

X. PUBLIC COMMENTS

- Mr. Frank Pane of the Roseland Education Association spoke also about the status of the Negotiations.

XI. CORRESPONDENCE

- NONE

XII. OLD BUSINESS

- NONE

NEW BUSINESS

- Board of Education Candidate Interviews (*Board Goal: Board Functioning*) 8:02 P.M..

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 Board of Education Vacancy candidates.

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.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

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 briefly in public at 9:30 p.m. and may take action following the closed session.

MOTION by Mrs. Savarese, SECOND by Mrs. Scaraggi

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

XIV. REOPEN INTO PUBLIC SESSION

MOTION by Mrs. Savarese, SECOND by Mr. Gorman

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

XV. APPROVAL OF ORGANIZATION ACTION ITEMS

BOARD NOMINATION FOR BOARD VACANCY (*Board Goal: Board Functioning*)

President will state “Nominations opened for Board Vacancy Candidate”

Candidate No. 1 Corby Murano by: Scott Gorman

MOTION: Nominations closed for “Board Vacancy Candidate” by: Mrs. Gordon
Second by: Mr. Gorman

VOTE ON ELECTION OF “BOARD VACANCY CANDIDATE” (*Board Goal: Board Functioning*)

ROLL CALL on Candidate No. 1: Corby Murano

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

Oath of Office will be administered at a later date

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
MARCH 14, 2019 – 7:30 p.m.**

XVI. 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 Employee # 100397, Employee # 100498, and a student concern.

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.

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 briefly in public at 10:15 p.m. and may take action following the closed session.

MOTION by Mr. Gorman, SECOND by Mrs. Scaraggi

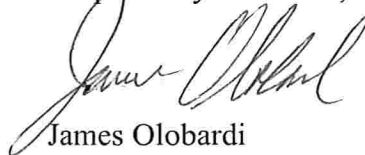
ROLL CALL: Mrs. Gordon, Mr. Gorman, Mrs. Savarese, Mrs. Scaraggi- *All Ayes.*

XVII. ADJOURNMENT - 10:20 p.m.

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

**The next Regular Board Meeting will be held on Tuesday, April 30, 2019 at 7:30 PM.
The meeting are being held in the Lester C. Noecker Media Center.**

Respectfully submitted,



James Olobardi
Business Administrator/Board Secretary