

**BOARD OF EDUCATION  
ROSELAND, NEW JERSEY**

**MINUTES  
REGULAR BUSINESS MEETING  
JANUARY 7, 2020 – 7:30 PM**

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**DATE**

January 7, 2020

**PRESENT BOARD MEMBERS**

Mr. Gesario  
Mr. Gorman  
Mrs. Murano  
Mrs. Savarese  
Mrs. Scaraggi

**MEETING**

Business Meeting

**ABSENT**

**TIME**

7:52 PM

**ADJOURNED**

9:05 PM

**OTHERS PRESENT**

Ms. Somers  
Mr. Gibbs  
Faculty Members  
Community Members  
*The Progress*

**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, and the agenda has been posted at the appropriate locations, and a copy has been filed with the Borough Clerk of Roseland.

ROLL CALL: Mr. Gesario, Mr. Gorman, Mrs. Murano, Mrs. Savarese, and Mrs. Scaraggi - *All present*

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**III. BOARD PRESIDENT REPORT**

*Mr. Gorman congratulated and welcomed Mr. Gesario to the Board. He further congratulated Mrs. Murano for being re-elected to the Board.*

*He further stated that he is proud to be the new Board President as well as the school and community. He is especially proud of the teachers and staff that work with the students.*

- **Charlene Peterson, NJSBA - Board Ethics Training** (*Board Goal: Board Functioning*)

Ms. Peterson reviewed with the Board the Code of Ethics and had each Board Member recite a section of the School Board Member Code of Ethics (the text of which appears in agenda item RPT-023-20). (*Board Goal: Board Functioning*)

*Mr. Gorman questioned the disqualification of a Board member from being part of the negotiation process if a Board member had a spouse who was a teacher in another district. Ms. Peterson stated that it would be a conflict of interest which is why the disclosure forms are needed.*

*Mrs. Savarese questioned whether you can be a member of the School Board and have a contract with the district to which Ms. Peterson stated that you can not. You would have to be out of contract for six months prior to being a Board member.*

*Mrs. Murano questioned whether the School Administration has to follow the same Board of Ethics to which Ms. Peterson stated that they follow the conflict of interest.*

**IV. SUPERINTENDENT REPORT**

*Ms. Somers shared with those in attendance that during that afternoon's staff meeting she had had the privilege of awarding certificates to Marilyn Havrilla on her 20 years of service at Noecker School, JoAnn Brady on her 25 years of service at Noecker School, and Richard Celebre on his achievement of tenure in the district. She then shared that Robyn Greenwald had also achieved tenure as Noecker School's Principal. Ms. Greenwald was awarded a certificate and congratulated!*

- **Noecker News**

*Ms. Greenwald wished everyone a Happy New Year and welcomed everyone back. She stated that the new year began with student grade level meetings last week where she met with each grade level individually, and they discussed the new year,*

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*the new decade, and a chance to write a new chapter in their journey here at Noecker.*

*She further stated that they then continued with the 2020 excitement with the H.S.A. Sponsored Harlem Wizards event! She expressed her thanks to the H.S.A. for sponsoring the awesome Harlem Wizards, Event Chairs Bonnie Sturchio and Tamara Gesario, along with all of the parent volunteers and H.S.A. Board for planning the big game. She also expressed her thanks to the school's staff who played in the game, or volunteered their time to help, and those who attended the game to cheer our Noecker team on! Everyone had an awesome time!*

*Coming up in the month of January we have Kindergarten and Preschool Open House next week, as well our 6th Grade WEMS counselor visits and the annual favorite 6th Grade Ancient Artifact Museum with Mr. Giumara.*

*Also, a friendly reminder that tomorrow night is our Class Parent Meeting at 7:00 PM followed by the regular H.S.A. meeting at 7:30 PM.*

• **Superintendent Comments:**

*“Good evening, everyone! Happy New Year! It’s exciting to LOOK ahead to 2020... see what I did there?”*

*“Welcome back, Mrs. Murano and Welcome, Mr. Gesario! And congratulations Mr. Gorman and Mrs. Savarese. I am very much looking forward to working with you all on behalf of the students of Lester C. Noecker School. It is another new chapter for our Board of Education, but I do love a good book!”*

*“I would like to congratulate the Roseland HSA on a phenomenal Harlem Wizards event on Saturday! As I told the teachers this afternoon, it was so much fun to watch them play, laugh at the silly things the Wizards did with the crowd, and to see our students and families enjoying themselves as a true community. Thank you to all of those who played, volunteered, and had the vision for the event; it was truly spectacular!”*

*“For approval on tonight’s agenda we have a number of finance items including professional development for our physical education teachers, our gifted and talented teacher, and our NJSLA testing coordinator and technology specialist. Also for approval, we have Jessica Ingrassia returning to Noecker as an instructional aide. We are excited to have her back as she recently completed a leave position with us.”*

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*“This week I am meeting with all of our administrators to review goals, timelines, scheduling, and staffing needs as Mr. Gibbs and I head into the deep dark world of budget preparation. As always, our primary goal is our students, their achievement, a fiscally responsible budget, and continued improvement while enriching current programs. The Finance and Facilities Committee will also be joining in the fun next month.*

*“Speaking of budget, as some of you many recall, our demographic study, which was to be presented in November, is on hold as the town council and planning board are in process with property on Harrison Avenue. I spoke with Councilwoman Perrotti today and she, as our liaison, may be able to help our demographer with those new properties’ effect on Noecker School’s future enrollment. We are hopeful to have information to share with the community soon, particularly as we head into budget planning and the revision of our long range facilities’ plan.*

*“I would like to remind everyone that the district’s 2020-2021 calendar was approved at the December Board of Education meeting; it is available on our website. It is fully aligned to the West Essex calendar to minimize conflicts with our shared families.*

*“Finally I am so appreciative that you are here and taking an active role in our district. Together we can no doubt continue our positive momentum into the new year and beyond.”*

**V. COMMITTEE REPORTS**

Committees did not meet in January 2020

**VI. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

● **Agenda Items**

*Mr. Gibbs stated that on this evening’s Agenda you will see the approval for the submission of the December 31, 2019 E-Cert. The E-Cert is the certification of compliance with Federal and State Law requiring the reporting of compensation for certain employees. The required employees are the Superintendent, Assistant Superintendent, and Business Administrator.*

*He further stated the interest only payment on the school’s Bond that is due by March 1<sup>st</sup>, 2020 in the amount of \$90,925.00 is also on the Agenda for approval. The remaining principal on the Bond is \$5,220,000 which should be paid in full by the end of the 2026 school year.*

● **Budget Status**

*Mr. Gibbs stated that the 2020-2021 Budget process is on track as all of the departments have submitted their budgets. He will be meeting with Ms. Somers this*

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*Friday to review the overall preliminary budget. He further stated that in accordance with the adoption of the 2020 Board Meeting Calendar, the Preliminary Budget Presentation is scheduled for Wednesday, March 18<sup>th</sup>, 2020 and the Public Hearing to adopt the budget is scheduled for Tuesday, April 28<sup>th</sup>, 2020*

*On December 20, 2019, the school district received an OPRA request from a Mr. Koch, with KML Carpenters in Atlantic City, New Jersey. He was inquiring as to whether the School District had any construction work performed within the past two years by RFS Commercial Construction, located in Saddlebrook, N.J., His request was for copies of prevailing wage payroll certifications. On December 23, 2019 his OPRA request was responded to in accordance with New Jersey Open Public Records Act (OPRA), N.J.S.A. 47:1 A-1. It was found that the district had not used the services of RFS Commercial Construction within the past 2 years.*

*Lastly, Mr. Gibbs reminded the Board that they will need to file their 2020 Personal/Relative and Financial Disclosure Statements. The program to enter your information will not be open until after February 1<sup>st</sup>, 2020. He will send out a reminder and the link to the website, vial e-mail, when it becomes available. The due date of your disclosure statements is Thursday, April 30<sup>th</sup>, 2020.*

**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 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.

*None*

**VIII. APPROVAL OF ACTION ITEMS**

**BOARD MINUTES/REPORTS**

RPT-020-20 Approve Closed Session and Regular Board Meeting Minutes- December 2019

RPT-021-20 Approve the December 2019 Enrollment Report

RPT-022-20 Approve the December 2019 Part B HIB Report

RPT-023-20 Approve the Board Members Code of Ethics

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MOTION by Mrs. Murano, SECOND by Mrs. Scaraggi

ROLL CALL: Mr. Gesario - Abstain from RPT-020-20 and RPT-022-20 and Aye to RPT-021-20 and RPT- 023-20, Mr. Gorman Aye, Mrs. Murano Aye, Mrs. Savarese Aye, Mrs. Scaraggi Aye.

RPT-020-20 Approve Closed Session and Regular Board Meeting Minutes for December 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Closed Session and Regular Board Meeting Minutes for December 19, 2019.

RPT-021-20 Approve the December 2019 Enrollment Report

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

RPT-022-20 Approve the December 2019 Part B HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Part B of the December 2019 HIB Report.

RPT-023-20 Approve the Board Members Code of Ethics (Board Goal: Board Functioning)

The Board of Education Members shall have the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

RESOLVED, that the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Roseland Board of Education:

**CODE OF ETHICS**

- A. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- B. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.

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- C. I will confine my Board action to policy-making, planning, and appraisal, and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
  - D. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
  - E. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
  - F. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
  - G. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
  - H. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
  - I. I will support and protect school personnel in proper performance of their duties.
  - J. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

**FINANCE/FACILITIES**

- FIN-088-20 Approve Acceptance of the Report of the Treasurer of School Monies – December 2019
- FIN-089-20 Approve Acceptance of the Report of the Board Secretary – December 2019
- FIN-090-20 Approve Acceptance of the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – December 31, 2019
- FIN-091-20 Approve Budgetary Line Item Transfers – December 2019
- FIN-092-20 Approve Payment of Bills and Claims – December 31, 2019
- FIN-093-20 Approve Travel and Work Related Expenses
- FIN-094-20 Approve Bond Redemption - Series 2013
- FIN-095-20 Approve an Occupational Evaluation for Student No. 5646356005
- FIN-096-20 Approve a Physical Therapy Evaluation for Student No. 5646356005
- FIN-097-20 Approve the Submission of the December 31, 2019 E-Certification of Compliance
- FIN-098-20 Retroactively Approve Attendance to a Seminar on Roberts Rules of Order

MOTION by Mrs. Savarese, SECOND by Mrs. Murano

ROLL CALL: Mr. Gesario, Mr. Gorman, Mrs. Murano, Mrs. Savarese, and Mrs. Scaraggi - *All Ayes.*

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FIN-088-20 Approve Acceptance of the Report of the Treasurer of School Monies – December 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 December 31, 2019.

FIN-089-20 Approve Acceptance of the Report of the Board Secretary – December 2019

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

FIN-090-19 Approve Acceptance of the Board of Education's Monthly Certification of Major Budgetary Account/Fund Status – December 31, 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 December 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-091-20 Approve Budgetary Line Item Transfers – December 2019

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

FIN-092-20 Approve the Payment of Bills and Claims – December 31, 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of Bills and Claims for the period ending December 31, 2019:

General Fund Bills & Claims	\$ 18,297.52
General Fund Payroll	\$ 259,507.89 through December 31, 2019
Special Revenue	\$ 6,600.00
<u>Cafeteria Fund Bills &amp; Claims</u>	<u>\$ 14,254.20</u>
<b><i>Total Payments</i></b>	<b><i>\$ 298,659.61</i></b>



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FIN-093-20 Approve the Travel and Work Related Expenses (District Goals: Student Achievement; Digital Citizens, Care and Climate)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, and in accordance with the travel policy, hereby approves The January 7, 2020 list of travel related expenses.

FIN-094-20 Approve Bond Redemption - Series 2013

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a Series 2013 interest payment of \$90,925.00 on March 1, 2020 to the Chase Manhattan Bank for the Roseland Board of Education.

FIN-095-20 Approve an Occupational Evaluation for Student No. 5646356005

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approval an occupational evaluation for Student No. 5646326005, services being provided by Pediatric Potentials, in the amount of \$375.00.

FIN-096-20 Approve a Physical Therapy Evaluation for Student No. 5646356005

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a physical therapy evaluation for Student No. 5646326005, services being provided by Pediatric Potentials, in the amount of \$375.00.

FIN-097-20 Approve the Submission of the December 31, 2019 E-Certification of Compliance  
(Board Goal: Financial)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, and in accordance with the requirements of N.J.S.A. 18A:17-14.4 (P.L. 2007, c53., authorizes the submission of the Certification of Compliance with Federal and State law respecting the reporting of compensation for certain employees for the calendar year ended December 31, 2019.

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FIN-098-20 Retroactively Approve Attendance to a Seminar on Roberts Rules of Order  
(*Board Goal: Board Functioning*)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, retroactively approves Scott Gorman to attend a seminar on Roberts Rules for Lawyers on December 23, 2019 at the New Jersey Institute for Legal Education, One Constitution Square, New Brunswick, New Jersey at a cost of \$125.00.

**PERSONNEL**

PER-035-20 Approval of Jessica Ingrassia as an Instructional Aide

PER-036-20 Approval of Additional Staff for Stipend Duties in 2019-2020

MOTION by Mrs. Savarese, SECOND by Mrs. Scaraggi

Discussion:

*Mrs. Murano was happy to see Mrs. Ingrassia's return as an aide. Mrs. Savarese was glad to see that the school's staff is getting more involved in non-contractual school activities.*

ROLL CALL: Mr. Gesario, Mr. Gorman, Mrs. Murano, Mrs. Savarese, and Mrs. Scaraggi - *All Ayes.*

PER-035-20 Approval of Jessica Ingrassia as an Instructional Aide (*District Goal: Student Achievement*)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Jessica Ingrassia as an Instructional Aide, Position Control No. 025, at a prorated salary based on an annual base salary of \$18,000.00 + \$1,000.00 stipend for MA and + \$1000.00 stipend for her teaching certificate, totaling \$20,000.00, with no benefits, effective January 8, 2020.

PER-036-20 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.

**CURRICULUM AND INSTRUCTION**

C&I-019-20 Approve the Statement of Assurance for Paraprofessional Staff- January 2020

C&I-020-20 Approval of the Submission of the Student Safety Data System Report -  
Period 1 - September 1, 2019 -December 31, 2019

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MOTION by Mrs. Savarese, SECOND by Mrs. Scaraggi

Discussion:

*Ms. Somers gave a special thanks to Ms. Cummings for her hard work on C&I-020-20.*

ROLL CALL: Mr. Gesario, Mr. Gorman, Mrs. Murano, Mrs. Savarese, and Mrs. Scaraggi - *All Ayes.*

C&I-019-20 Approve the Statement of Assurance for Paraprofessional Staff- January 2020

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the part two (2) submission of the Statement of Assurance for Paraprofessional Staff for the 2019-2020 school year.

C&I-020-20 Approval of the Submission of the Student Safety Data System Report - Period 1 - September 1, 2019 -December 31, 2019 (District Goal: Care and Climate)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, to approve the 2018-2019 Student Data System Report for Period 1- September 1, 2019 through December 31, 2019 as submitted to the Department of Education.

**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 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.

*None*

**X. CORRESPONDENCE**

*None*

**OLD BUSINESS**

*None*

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**NEW BUSINESS**

*Mrs. Savarese discussed the time frames with respect to the summer calendar.*

*Mrs. Murano inquired as to how the sending districts to West Essex communicate with each other about their continued and anticipated growth and the impact to their schools. Ms. Somers stated that there has been some discussion with the other school districts' Superintendents and she will continue to revisit the topic to ensure all of the districts are keeping the lines of communication and working together where possible.*

*Mr. Gorman suggested that the school district should further inquire from Town Council and follow their lead.*

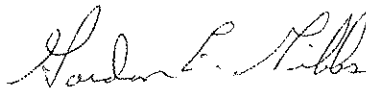
**XIII. ADJOURNMENT**

MOTION by Mrs. Murano, SECOND by Mrs. Savarese

ROLL CALL: Mr. Gesario, Mr. Gorman, Mrs. Murano, Mrs. Savarese, and Mrs. Scaraggi - *All Ayes.*

**The next Regular Board Meeting will be held on Tuesday, February 11, 2020 at 7:30 PM, in the Lester C. Noecker Media Center.**

Respectfully Submitted,



Gordon E. Gibbs  
Board Secretary/Business Administrator