

**BOARD OF EDUCATION  
ROSELAND, NEW JERSEY**

**REGULAR BOARD MEETING  
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL  
DECEMBER 19, 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, 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. Murano \_\_\_\_\_

Mrs. Savarese \_\_\_\_\_ Mrs. Scaraggi \_\_\_\_\_

**III. FLAG SALUTE**

**IV. BOARD PRESIDENT REPORT**

**V. COMMITTEE REPORTS**

- Finance Committee (*Board Goals: Financial and Budget*)
- HSA Liaison Update

**VI. SUPERINTENDENT REPORT**

- Superintendent Comments

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

- Agenda Overview
- Budget Status (*Board Goals: 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 upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after this public portion of the meeting has concluded. Everyone has the freedom to speak, but please be advised that anything said in public may have legal ramifications and there is no protection regarding statements made by the public. Please state your name and sign in before you begin.

**IX. APPROVAL OF ACTION ITEMS BOARD MINUTES/REPORTS**

- RPT-015-20 Approve Regular Board Meeting Minutes for November 21, 2019
- RPT-016-20 Approve the November and December 2019 Code of Conduct Report
- RPT-017-20 Approve the November 2019 Enrollment Report
- RPT-018-20 Approve the November and December 2019 HIB Report
- RPT-019-20 Approve the Quarterly Health Office Report

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

**ROLL CALL:** Mrs. Gordon \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Murano \_\_\_\_\_  
Mrs. Savarese \_\_\_\_\_ Mrs. Scaraggi \_\_\_\_\_

RPT-015-20 Approve Regular Board Meeting Minutes for November 21, 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular Board Meeting Minutes for November 21, 2019.

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RPT-016-20 Approve the November and December 2019 Code of Conduct Report

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

RPT-017-20 Approve the November 2019 Enrollment Report

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

RPT-018-20 Approve the November and December 2019 HIB Report

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

RPT-019-20 Approve the Quarterly Health Office Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the quarterly health office report (September, October, and November 2019) for the 2019-2020 school year.

**FINANCE/FACILITIES**

FIN-074-20 Approve Acceptance of the Report of the Treasurer of School Monies – November 2019

FIN-075-20 Approve Acceptance of the Report of the Board Secretary – November 2019

FIN-076-20 Approve Acceptance of the Board of Education's Monthly Certification of Major Budgetary Account/Fund Status – December 2019

FIN-077-20 Approve Payment of Bills and Claims – November 30, 2019

FIN-078-20 Approve Acceptance of the Cafeteria Report – October 2019

FIN-079-20 Approve the Budgetary Line Item Transfers – November 2019

FIN-080-20 Approve to Accept Donation from Roseland Exxon

FIN-081-20 Approve Additional Home Instruction for Student No. 5168168743

FIN-082-20 Approve Travel and Work Related Expenses

FIN-083-20 Approve Additional Compensation for Employees

FIN-084-20 Approve Building Use Requests

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- FIN-085-20 Approve a Psychological Evaluation for Student No. 2846072968  
FIN-086-20 Approve the Resolution for the Revised District Tax Payment Schedule for 2019-2020  
FIN-087-20 Approve Lifetouch National School Studios Contract for the 2019-2020 School Year

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

**ROLL CALL:** Mrs. Gordon \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Murano \_\_\_\_\_  
Mrs. Savarese \_\_\_\_\_ Mrs. Scaraggi \_\_\_\_\_

- FIN-074-20 Approve Acceptance of the Report of the Treasurer of School Monies – November 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 November 30, 2019.

- FIN-075-20 Approve Acceptance of the Report of the Board Secretary – November 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Board Secretary's Report for the period ending November 30, 2019.

- FIN-076-20 Approve Acceptance of the Board of Education's Monthly Certification of Major Budgetary Account/Fund Status – November 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 November 30, 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.

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FIN-077-20 Approve the Payment of Bills and Claims – December 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 19, 2019:

General Fund Bills & Claims	\$ 316,555.38	
General Fund Payroll	\$ 522,027.25	through December 19, 2019
Special Revenue	\$ 9,153.00	
<u>Cafeteria Fund Bills &amp; Claims</u>	<u>\$ 20,716.6</u>	
<b>Total Payments</b>	<b>\$ 868,452.23</b>	

FIN-078-20 Approve Acceptance of the Cafeteria Report – October and November 2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Cafeteria Report for the period ending October 31, 2019 and November 30, 2019.

FIN-079-20 Approve the Budgetary Line Item Transfers – October & November 2019

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

FIN-080-20 Approve to Accept Donation from Roseland Exxon

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to accept, with gratitude, a \$500.00 donation from Roseland Exxon.

FIN-081-20 Approve Additional Home Instruction Hours for Student No. 5168168743

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, retroactively approves additional home instruction hours for Student No. 5168168743, thirty (30) hours at a rate of \$75.00/per hour totaling \$2,250.00, services provided by Stepping Forward Counseling Center, LLC.

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FIN-082-20 Approve the 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 the December 19, 2019 list of travel related expenses.

FIN-083-20 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-084-20 Approve the Building Use Requests

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

Organization	Dates	Time	Day(s)	Purpose	Room/Area	Class II User Costs
Girl Scout Troop # 20738	April 3, 2020	5:30 p.m. - 9:30 p.m. (Dance is 7:00 p.m. - 9:00 p.m.)	Friday	Girl Scout Spring Dance	Sierchio Gym	Custodial \$400

FIN-085-20 Approve a Psychological Evaluation for Student No. 2846072968

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, retroactively approves a psychological evaluation for Student No. 2846042968, services provided by Dr. Mark Faber, at a cost of \$550.00.

FIN-086-20 Approve the Resolution for the Revised District Tax Payment Schedule for 2019-2020

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

RESOLVED, that the amount of district taxes needed to meet the obligations of this Board during the school year 2019-2020 is \$8,171,100.00 General Fund plus \$822,100.00 Debt Service payment and that the Borough of Roseland is hereby requested to place in the hands of the Treasurer of School Monies that amount

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according to the following schedule in accordance with the statutes relating thereto:

<u>Date</u>		<u>General Fund</u>	<u>Debt Service</u>	<u>Total</u>
July	2019	680,916.67	0.00	680,916.67
August	2019	680,916.67	0.00	680,916.67
September	2019	680,916.67	411,050.00	1,091,966.67
October	2019	680,916.67	0.00	680,916.67
November	2019	680,916.67	0.00	680,916.67
December	2019	680,966.65	0.00	680,966.65
January	2020	680,925.00	411,050.00	1,091,975.00
February	2020	680,925.00	0.00	680,925.00
March	2020	680,925.00	0.00	680,925.00
April	2020	680,925.00	0.00	680,925.00
May	2020	680,925.00	0.00	680,925.00
June	2020	680,925.00	0.00	680,925.00
<b>Total</b>		<b>8,171,100.00</b>	<b>822,100.00</b>	<b>8,993,200.00</b>

FIN-087-20 Approve Lifetouch National School Studios for the 2019-2020 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, retroactively approves Lifetouch National School Studios contract for the 2019-2020 school year effective September 1, 2019.

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**PERSONNEL/MANAGEMENT**

PER-031-20 Approval of Leave for Employee No. 100398

PER-032-20 Approve Additional Substitute Teachers for the 2019-2020 School Year

PER-033-20 Approve the Superintendent-Director of Curriculum Contract

PER-034-20 Approval of Additional Parent Volunteers for the 2019-2020 School Year

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

**ROLL CALL:** Mrs. Gordon \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Murano \_\_\_\_\_

Mrs. Savarese \_\_\_\_\_ Mrs. Scaraggi \_\_\_\_\_

PER-031-20 Approval of Leave for Employee No. 100398

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the pre and post-birth disability leave of Employee No. 100398 commencing on April 20, 2020 and extending through May 22, 2020. Employee may use twenty-eight (28) accumulated sick leave days during this temporary disability period to continue to receive salary and health benefits from April 20, 2020 through May 22, 2020. The employee's pre and post-birth disability leave shall run concurrent to her leave under the Family Medical Leave Act (FMLA).

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the child care family leave of absence under the Family Medical Leave Act and the New Jersey Family Leave Act for Employee No. 100398 commencing May 25, 2020 and extending through October 23, 2020. The remainder of the employee's leave under the Family Medical Leave Act shall run concurrent to the employee's leave under the New Jersey Family Leave Act. The employee shall not receive salary during this period of time, but will continue to receive health benefits.

RESOLVED, Employee No. 100398 shall return to work on October 26, 2020.



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PER-032-20 Approve 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-033-20 Approve the Amended Contract of the Superintendent/Director of Curriculum

RESOLVED, that the Board of Education approve the amended employment contract for Deanne Somers, Superintendent and Director of Curriculum, effective December 1, 2019 through June 30, 2023.

PER-034-20 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.

**CURRICULUM AND INSTRUCTION**

C&I-016-00 Approve the Update to Uniform Memorandum of Agreement (MOA) between Education & Law Enforcement Officials

C&I-017-20 Approval of 2020-2021 District and 12-Month Employee Calendars

C&I-018-20 Approve 2019-2020 School Field Trips

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

**ROLL CALL:** Mrs. Gordon \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Murano \_\_\_\_\_

Mrs. Savarese \_\_\_\_\_ Mrs. Scaraggi \_\_\_\_\_

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C&I-016-00 Approve the Update to Uniform Memorandum of Agreement (MOA) between Education & Law Enforcement Officials

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the update to the Uniform Memorandum of Agreement (MOA) between Education & Law Enforcement Officials for the 2019-2020 School Year.

C&I-017-20 Approval of 2020-2021 District and 12-Month Employee Calendars

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the 2020-2021 District and 12-Month Employee Calendars.

C&I-018-20 Approve 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.

<b>Grade</b>	<b>Class Trip</b>	<b>Date</b>	<b>Purpose</b>
Kindergarten	Farmstead Estates	May 15, 2020	Annual Field Trip
ABA/LLD Classes	Life Town	March 12, 2020	Field Trip
Fourth Grade	Sterling Hill Mining Museum	June 15, 2019	Annual Field Trip

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**X. PUBLIC COMMENTS**

Members of the public may speak for a maximum of three (3) minutes by the clock during this portion of the meeting. The public may speak **on any topic** during the three (3) minute period. Any questions should be directed to the Board President and depending upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after the public portion of the meeting has concluded. Everyone has the freedom to speak but please be advised that anything said in public may have legal ramifications and there is no protection regarding statements made by the public. Please state your name and sign in before you begin.

**XI. CORRESPONDENCE**

**OLD BUSINESS**

**NEW BUSINESS**

**XII. 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 HIB # 2019-2020-003 and HIB # 2019-2020-004.

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.

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.

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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. Murano \_\_\_\_\_  
Mrs. Savarese \_\_\_\_\_ Mrs. Scaraggi \_\_\_\_\_

**XIII. REOPEN INTO PUBLIC SESSION**

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

**ROLL CALL:** Mrs. Gordon \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Murano \_\_\_\_\_  
Mrs. Savarese \_\_\_\_\_ Mrs. Scaraggi \_\_\_\_\_

**XIV. ADJOURNMENT**

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

**ROLL CALL:** Mrs. Gordon \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Murano \_\_\_\_\_  
Mrs. Savarese \_\_\_\_\_ Mrs. Scaraggi \_\_\_\_\_

**The Reorganization Meeting, which will be immediately followed by the Regular Board Meeting, will be held on January 7, 2020 at 7:30 PM in the Lester C. Noecker Media Center.**