

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
JULY 27, 2023- 7:00 PM**

DATE

July 27, 2023

PRESENT BOARD MEMBERS

Mr. Dudas
Mr. Gesario
Mrs. Scaraggi
Mrs. Savarese

MEETING

Regular Business Meeting

ABSENT

Dr. Leddy

TIME

7:00 PM

ADJOURNED

7:22 PM

OTHERS PRESENT

Mr. Leone
Mrs. Muscara

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, directions for public comment have been posted on the district website, and a copy has been filed with the Borough Clerk of Roseland.

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III. FLAG SALUTE

IV. BOARD PRESIDENT REPORT

No report

V. SUPERINTENDENT REPORT

- Mr. Sandoval has reported that our summer programs ran smoothly (ESY, Summer Fun, Academic Boost, and Kindergarten Academy). The activities included plenty of outdoor time, breaks, learning, and snack time. The programs were well attended, even up until our last day. Pre-K celebrated the last day with an end of summer “pool party.” This included using a sprinkler and water stations, simulating a water park experience in the courtyard. Thank you to the board for continuing to support our programs.
- The plans for a referendum in March of 2024 remains on track. We submitted the applications to the NJDOE after our May meeting. Our architect and environmental consultant worked on the submission of our application for a Letter of Interpretation to the New Jersey Department of Environmental Protection (NJDEP). We do not anticipate any concerns with this submission as the proposed addition is well within the wetlands transition line which is approximately at the current tree line. On Monday July 17th we presented to the Roseland Planning Board and it went extremely well. There were a few questions and a short discussion but in the end the chairperson stated his full support for the project and offered to provide assistance if needed.
- As you know, Mrs. Clarke has worked to get our students who are in our G&T program involved in several programs and competitions throughout the year and the BOE has supported those efforts. The students wanted to show their appreciation in the form of thank you cards which I have here.

IV. 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. All comments 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.

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No comments.

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

RPT-001-24 Approve Board Meeting Minutes
RPT-002-24 Approve the July 2023 HIB Report

MOTION by Mr. Dudas, SECOND by Mr. Gesario

ROLL CALL: Mr. Dudas Aye Mr. Gesario Aye Dr. Leddy Absent

Mrs. Savarese Aye Mrs. Scaraggi Aye

RPT-001-24 Approve Board Meeting Minutes

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular Business Meeting for June 22, 2023.

RPT-002-24 Approve the May 2023 HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the July 2023 HIB Report.

FINANCE/FACILITIES

FIN-001-24 Approve Acceptance of the Report of Treasurer of School Monies – June 2023
FIN-002-24 Approve Acceptance of the Report of the Board Secretary – June 30, 2023
FIN-003-24 Approve the Board of Education's Monthly Certification of Major Budgetary Account/Fund Status – June 2023
FIN-004-24 Approve Budgetary Line Item Transfers – June 2023
FIN-005-24 Approve the Payment of Bills and Claims – July 2023
FIN-006-24 Approve Acceptance of the Cafeteria Report – June 30, 2023
FIN-007-24 Approve Additional Compensation for Hannah Pollock
FIN-008-24 Approve Unused Sick Day Payout for Retiree, Nicola Giacobbe
FIN-009-24 Approve Travel and Work Related Expenses
FIN-010-24 Approval of the Acceptance and Submission of the IDEA Application FY24
FIN-011-24 Approval of Refusal of FY24 Title III Funds
FIN-012-24 Approval of Funding for FY24 ESY Program

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- FIN-013-24 Approval of Application for Change of Use of Educational Space FY24
FIN-014-24 Approval the 2023-2024 Regular Year Public Bus Routes with Sussex County
Regional Cooperative
FIN-015-24 Approve Additional Compensation for Employees

MOTION by Mr. Gesario, SECOND by Mrs. Scaraggi

ROLL CALL: Mr. Dudas Aye Mr. Gesario Aye Mrs. Savarese Aye Mrs. Scaraggi Aye
Dr. Leddy Absent

- FIN-001-24 Approve Acceptance of the Report of the Treasurer of School Monies –
June 2023

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 June 2023.

- FIN-002-24 Approve Acceptance of the Report of the Board Secretary – June 2023

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 June 2023.

- FIN-003-24 Approve the Board of Education's Monthly Certification of Major Budgetary
Account/Fund Status – June 30, 2023

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, and pursuant to N.J.A.C. 6:23-2.12(c)4, the district certifies that as of June 30, 2023, 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. 6:23-2.12(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- FIN-004-24 Approve Budgetary Line Item Transfers – June 2023

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the attached Line Item Budget Transfers for the months of June 2023, as per N.J.S.A. 18A:8.1.

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FIN-005-24 Approve the Payment of Bills and Claims – July 2023

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of Bills and Claims for the period ending July 27, 2023:

General Fund-Bills & Claims	\$ 635,758.46
Special Revenue Fund Bills & Claims	\$ 0.00
General Fund Payroll	\$ 76,581.65 through 7/13/23
Cafeteria	\$ 38,995.56
Total Payments	\$ 751,335.67

FIN-006-24 Approve Acceptance of the Cafeteria Report – June 30, 2023

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Cafeteria Report for the period ending June 30, 2023.

FIN-007-24 Approve Additional Compensation for Hannah Pollock

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves (10) ten additional hours of compensation at her hourly rate for her attendance at Child Study Team meetings.

FIN-008-24 Approve Unused Sick Day Payout for Retiree, Nicola Giacobbe

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, retroactively approves the payment of unused sick days to retiree, Nicola Giacobbe, in the amount of \$3,712.00, based on the REA contract.

FIN-009-24 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 July 27, 2023 list of travel related expenses.

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Travel and Work Related Expenses Approval June 22, 2023		
Staff Member	Event Location Purpose	Cost
Michael Gesario	NJSBA Workshop October 24-25, 2023 Atlantic City, NJ	Registration Fee: \$420.00 Toll & Mileage at OMB rate + Parking

FIN-010-24 Approval of the Acceptance and Submission of the IDEA Application FY24

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, retroactively accepts the following funds and approves the submission of the FY24 IDEA Grant Application as follows:

IDEA Basic	\$108,643
IDEA Preschool	\$ 5,634

FIN-011-24 Approval of Refusal of FY24 Title III Funds

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the refusal of FY24 Title III funds in the amount of \$1,471. School districts are allowed to refuse funds under the minimum threshold of \$10,000 for EL students.

FIN-012-24 Approval of Funding for FY24 ESY Program

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the funding of the FY24 ESY Program from the FY22 ARP Grant in the amount of \$43,765.00.

FIN-013-24 Approval of Application for Change of Use of Educational Space FY24

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the application for Change of Use of Educational Space for the 2023-2024 school year. The CST conference room will have a change of use to be used for small group instruction for ESL students.

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FIN-014-24 Approval the 2023-2024 Regular Year Public Bus Routes with Sussex County Regional Cooperative

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular School Year Public Bus Routes with Sussex County Regional in the amount of \$528,838.23 as follows:

RL-1A	\$50,392.63
RL-2A	\$69,218.77
RL-3A	\$50,392.63
RL-4A	\$50,392.63
RL-5A	\$69,218.77
RL-6A	\$50,392.63
RL-7A	\$69,218.77
RL-8A	\$69,218.77
RL-9A	\$50,392.63

FIN-015-24 Approve Additional Compensation for Employees

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

Employee	Purpose for Overtime
Chelsea Clarke	Approval for two (2) hours maximum to prepare and present a mini-pd session for new staff orientation on August 30, 2023, being paid at employee's hourly rate as per current contract.

PERSONNEL/MANAGEMENT

- PER-001-24 Approve an Extended Childcare Leave of Absence for Erika Albu
PER-002-23 Approval to Hire Carolyn Otte as the Multiple Disabilities Teacher
PER-003-24 Approve to Accept the Resignation of Anna Amato

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PER-004-24 Approve to Hire Irene Leon as an Instructional Aide for the 2023-2024 School Year

MOTION by Mrs. Scaraggi, SECOND by Mr. Dudas

ROLL CALL: Mr. Dudas Aye Mr. Gesario Aye Mrs. Savarese Aye Mrs. Scaraggi Aye
Dr. Leddy Absent

PER-001-24 Approve an Extended Childcare Leave of Absence for Erika Albu

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves an extended childcare leave of absence for Erika Albu, Employee No. 100066, from September 1, 2023 through April 5, 2024 with an expected date of return on April 8, 2024. The employee shall not receive salary or be eligible for health benefits coverage during this period of time.

PER-002-23 Approval to Hire Carolyn Otte as the Multiple Disabilities Teacher

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to hire Carolyn Otte as the Multiple Disabilities Teacher, Position Control No. 141, at a salary of Step 11, MA, \$69,462.00 with benefits for the 2023 -2024 school year.

PER-003-24 Approve to Accept the Resignation of Anna Amato

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to accept the resignation of Anna Amato, Position Control No. 034, effective July 18, 2023.

PER-004-24 Approve to Hire Irene Leon as an Instructional Aide for the 2023-2024 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to hire Irene Leon as an instructional aide, Position Control No. 017, at a salary of \$21,500.00, without benefits, for the 2023-2024 school year, pending criminal history approval.

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CURRICULUM AND INSTRUCTION

C&I-001-24 Approval of the Roseland School District Virtual or Remote Instruction Plan for the 2023-2024 School Year

MOTION by Mr. Gesario , SECOND by Mrs. Scaraggi

ROLL CALL: Mr. Dudas Aye Mr. Gesario Aye Mrs. Savarese Aye Mrs. Scaraggi Aye
Dr. Leddy Absent

C&I-001-24 Approval of the Roseland School District Virtual or Remote Instruction Plan for the 2023-2024 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Roseland School District Virtual or Remote Instruction Plan for the 2023-2024 school year.

POLICIES, REGULATIONS AND BYLAWS

PRB-001-24 Approve First Reading of Policies/Regulations/Bylaws

MOTION by Mr. Dudas, SECOND by Mr. Gesario

ROLL CALL: Mr. Dudas Aye Mr. Gesario Aye Mrs. Savarese Aye Mrs. Scaraggi Aye
Dr. Leddy Absent

PRB-001-24 Approve First Reading of Policies/Regulations/Bylaws

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve first reading the following policies/regulations:

P 2419	School Threat Assessment Teams (M)
P & R 5200	Attendance (M)

VI. CONSIDERATION FOR CLOSED SESSION

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

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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 matters relating to HIB Cases 2022-2023-005, 2022-2023-006 and 2022-2023-007.

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 in public at 7:30 p.m. and will not take action following the closed session.

MOTION by Mr. Dudas, SECOND by Mrs. Scaraggi

ROLL CALL: Mr. Dudas Aye Mr. Gesario Aye Mrs. Savarese Aye Mrs. Scaraggi Aye
Dr. Leddy Absent

VII. REOPEN INTO PUBLIC SESSION

MOTION by Mr. Dudas, SECOND by Mrs. Scaraggi

ROLL CALL: Mr. Dudas Aye Mr. Gesario Aye Mrs. Savarese Aye Mrs. Scaraggi Aye
Dr. Leddy Absent

VIII. ADJOURNMENT

MOTION by Mr. Dudas, SECOND by Mrs. Scaraggi

ROLL CALL: Mr. Dudas Aye Mr. Gesario Aye Mrs. Savarese Aye Mrs. Scaraggi Aye
Dr. Leddy Absent

The next Regular Board Meeting will be held on August 17, 2023
at 7:00 p.m., in the Lester C. Noecker Media Center.

Respectfully Submitted,



Deborah Muscara
Interim Business Administrator/Board Secretary