

**BOARD OF EDUCATION  
ROSELAND, NEW JERSEY**

**REGULAR BUSINESS MEETING  
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL  
MARCH 13, 2025 – 7:00 PM**

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**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.

**ROLL CALL:**        Mr. Dudas \_\_\_\_\_ Mr. Gesario \_\_\_\_\_ Dr. Leddy \_\_\_\_\_  
                                Mrs. Scaraggi \_\_\_\_\_ Mrs. Villopoto \_\_\_\_\_

**III. FLAG SALUTE**

**IV. BOARD PRESIDENT REPORT**

**V. COMMITTEE REPORTS**

**VI. SUPERINTENDENT REPORT**

- Superintendent
- Principal Report

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

- Preliminary Budget Presentation

**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. 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.

**IX. APPROVAL OF ACTION ITEMS**

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**BOARD MINUTES/REPORTS**

RPT-033-25 Approve the February 2025 Regular Business Meeting and Closed Session Minutes

RPT-034-25 Approve the February 2025 Code of Conduct Report

RPT-035-25 Approve the February 2025 Enrollment Report

RPT-036-25 Approve the February 2025 HIB Report

RPT-037-25 Approve the Quarterly Health Office Report

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

**ROLL CALL:** Mr. Dudas \_\_\_\_\_ Mr. Gesario \_\_\_\_\_ Dr. Leddy \_\_\_\_\_

Mrs. Scaraggi \_\_\_\_\_ Mrs. Villopoto \_\_\_\_\_

RPT-033-25 Approve the February 2025 Regular Business Meeting Minutes

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular Business Meeting Minutes for February 20, 2025.

RPT-034-25 Approve the February 2025 Code of Conduct Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the February 2025 Code of Conduct Report.

RPT-035-25 Approve the February 2025 Enrollment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the February 2025 Enrollment Report.

RPT-036-25 Approve the February 2024 HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the February 2025 HIB Report.

RPT-037-25 Approve the Quarterly Health Office Report

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

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**FINANCE/FACILITIES**

- FIN-140-25 Approve Acceptance of the Report of Treasurer of School Monies – February 2025
- FIN-141-25 Approve Acceptance of the Report of the Board Secretary– February 2025
- FIN-142-25 Approve the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – February 2025
- FIN-143-25 Approval the Payment of Bills and Claims – March 2025
- FIN-144-25 Approve Budgetary Line Item Transfers – February 2025
- FIN-145-25 Approve the Travel and Work Related Expenses
- FIN-146-25 Approval of the Sussex County Regional Transportation Agreements for 2025-2026 School Year
- FIN-147-25 Approve the Resubmission of the M-1 and Comprehensive Maintenance Plan
- FIN-148-25 Adoption of the 2025-2026 Tentative Budget
- FIN-149-25 Approval to Continue Membership in the Morris Essex Insurance Group
- FIN-150-25 Approve the Out of District Placement Contract with Windsor Learning Center
- FIN-151-25 Approval of Facilities Use Request

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

**ROLL CALL:** Mr. Dudas \_\_\_\_\_ Mr. Gesario \_\_\_\_\_ Dr. Leddy \_\_\_\_\_  
Mrs. Scaraggi \_\_\_\_\_ Mrs. Villopoto \_\_\_\_\_

FIN-140-25 Approve Acceptance of the Report of the Treasurer of School Monies – February 2025

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 February 2025.

FIN-141-25 Approve Acceptance of the Report of the Board Secretary – February 2025

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 February 2025.

FIN-142-25 Approve the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – February 2025

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

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February 2025, 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-143-25 Approval the Payment of Bills and Claims – March 2025**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of Bills and Claims for the period ending March 13, 2025:

General Fund Bills & Claims	\$ 95,620.78
General Fund Payroll	\$ 596,821.67 through March 15, 2025
Special Revenue Fund Bills & Claims	\$ 9,655.40
Capital Projects Fund	\$ 73,640.00
Debt Services Fund	\$ 12,600.00
<u>Cafeteria Fund Bills &amp; Claims</u>	<u>\$ 24,563.76</u>
<b><i>Total Payments</i></b>	<b><i>\$ 812,901.61</i></b>

**FIN-144-25 Approve Line Item Transfers – February 2025**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the attached Line Item Budget Transfers for the month of February 2025, as per N.J.S.A. 18A:8.1.

**FIN-145-25 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 March 13, 2025 list of travel related expenses.

<b>Travel and Work Related Expenses Approval March 13, 2025</b>		
<b>Staff Member</b>	<b>Event Location Purpose</b>	<b>Cost</b>

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Noha Sadany	NJTESOL Spring Conference Cherry Hill, NJ New Jersey Teachers of (English to Speakers of Other Languages) May 21, 2025 Professional Development	Registration: \$390.00 Tolls & Mileage at OMB rate
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FIN-146-25 Approval of the Sussex County Regional Transportation Agreements for 2025-2026 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Sussex County Regional Transportation agreement for the 2025-2026 school year for Special Education routes, Public routes and Field trips based on the CPI rate and the following administrative fees:

Public School Transportation	2%
Field Trips Transportation	4%
Special Education Transportation	3%

FIN-147-25 Approve the Resubmission of the M-1 and Comprehensive Maintenance Plan

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the resubmission of the 2024-2025 M-1 and Comprehensive Maintenance Plan to the Department of Education.

FIN-148-25 Adoption of the 2025-2026 Tentative Budget

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

RESOLVED that the Roseland Borough Board of Education, in the County of Essex, approves the Tentative School budget for the 2025-2026 school year using the 2025-2026 state aid figures and the School Business Administrator be authorized to submit the TENTATIVE budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline, as follows:

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	<b>General Fund</b>	<b>Special Revenues</b>	<b>Debt Service</b>	<b>Total</b>
2025-2026 Total Expenditures	\$ 11,515,185	\$ 119,310	\$ 852,600	\$ 12,487,095
Anticipated Revenues	\$ 1,789,939	\$ 119,310	\$ - 0 -	\$ 1,909,249
Taxes to be Raised	\$ 9,630,986	\$ - 0 -	\$ 852,600	\$ 10,483,586

And to advertise said tentative budget in the Herald News in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Roseland Board of Education located at the Lester C. Noecker School on April 29 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2025-2026 school year.

**A. Adjustment for ENROLLMENT**

BE IT RESOLVED that the Roseland Board of Education includes in the final budget the adjustment for enrollment in the amount of \$21,587. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

**B. Adjustment for HEALTH CARE COSTS**

BE IT RESOLVED that the Roseland Board of Education includes in the tentative budget the adjustment for increased costs of health benefits in the amount of \$97,055. The additional funds will be used to pay for additional increases in health benefit premiums.

**C. Maintenance Reserve Account Withdrawal**

BE IT RESOLVED, that the Roseland Board of Education, pursuant to N.J.A.C. 6A:23A-14.2(d) the general fund appropriations includes a maintenance reserve withdrawal in the amount of \$324,100.00. The district intends to utilize these funds for required maintenance for the district pursuant to N.J.A.C. 6A: 26-20.5.

**D. Travel and Related Expense Reimbursement-2025-2026**

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WHEREAS, school district Policy 6471, School District Travel, and N.J.A.C. 6A:23A-7.1 et. seq., provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2025-2026 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2024-2025 school year was \$25,000; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$22,421.49 as of March 1, 2025;

NOW, THEREFORE, BE IT RESOLVED, that the Roseland Board of Education hereby establishes the school district travel maximum for the 2025-2026 school year not to exceed \$43,155; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary shall track and record these costs to insure that the maximum amount is not exceeded.

E. Professional Service Expenses

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year, as defined in N.J.A.C. 6A:23A-9.3(c ) 14; and

WHEREAS, the tentative budget includes the following appropriations:

Legal Services	\$ 20,000
Auditing Services	\$ 27,500
School Physician	\$ 3,000
Financial Advisory	\$ 1,500; and

WHEREAS, the Administration needs to notice the Board if there arises a need to exceed said maximums. Upon which the Board may adopt a monetary increase in the maximum amount through formal Board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

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THEREFORE, BE IT RESOLVED, that the Roseland School District Board of Education establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2025-2026 school year.

FIN-149-25 Approval to Continue Membership in the Morris Essex Insurance Group

WHEREAS, a number of Boards of Education in Morris and Essex Counties 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, 2025 to June 30, 2028.

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 Bylaws and to deliver the same to the Executive Director.

FIN-150-25 Approve the Out of District Placement Contract with Windsor Learning Center

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the out of district placement 2024-2025 contract for Student No. 5047760977 with Windsor Learning Center of Pompton Lakes, NJ in the amount of \$24,815, plus an Aide in the amount of \$17,500 (March 10, 2025 - June, 26, 2025).

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FIN-151-25 Approval of Facilities 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
Caldwell/ West Essex Little League	M-F (3/17-6/13/2025)  Sat. (3/22-6/14/2025)	M-F (5:00 pm - 8:00 pm)  Sat. (8:00 am - 6:00 pm)	Monday - Saturday	Youth Baseball, Softball, T-Ball, K-Ball (Practices and games)	Back Ball Fields

**PERSONNEL/MANAGEMENT**

PER-040-25 Approval of Roseland School District Substitutes for the 2024-2025  
School Year

PER-041-25 Approve the Maternity Leave of the Ashley Ramunni

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

**ROLL CALL:** Mr. Dudas \_\_\_\_\_ Mr. Gesario \_\_\_\_\_ Dr. Leddy \_\_\_\_\_

Mrs. Scaraggi \_\_\_\_\_ Mrs. Villopoto \_\_\_\_\_

PER-040-25 Approval of Additional Roseland School District Substitutes for the  
2024-2025 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the additional list of Roseland School District Substitutes pending criminal history approval as follows:

<b><u>Substitute Custodians</u></b>
<b>\$18.50 per hour</b>
Julia Lopez-Sanchez

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PER-041-25 Approve the Maternity Leave of the Ashley Ramunni

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the maternity leave of absence for Ashley Ramunni, Position Control No. 126, as follows:

BE IT RESOLVED, that the Board of Education, upon the terms and conditions recommended by the Superintendent of Schools, approves a leave of absence for Ashley Ramunni, Special Education Teacher (PT), effective June 2, 2025 through June 30, 2026. The leave shall be pursuant to Article VII(C) of the Collective Bargaining Agreement between the Roseland Board of Education and the Roseland Education Association (July 1, 2024 – June 30, 2027).

**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 item pertaining to the school 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.

**XI. 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 matters relating to personnel matters, student matters, and/or matters of school security.

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 will not take action following the closed session.

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

ROLL CALL:        Mr. Dudas \_\_\_\_\_ Mr. Gesario \_\_\_\_\_ Dr. Leddy \_\_\_\_\_  
                                        Mrs. Scaraggi \_\_\_\_\_ Mrs. Villopoto \_\_\_\_\_

**XIII. REOPEN TO PUBLIC SESSION**

ROLL CALL:        Mr. Dudas \_\_\_\_\_ Mr. Gesario \_\_\_\_\_ Dr. Leddy \_\_\_\_\_  
                                        Mrs. Scaraggi \_\_\_\_\_ Mrs. Villopoto \_\_\_\_\_

**XIV. ADJOURNMENT**

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

ROLL CALL:        Mr. Dudas \_\_\_\_\_ Mr. Gesario \_\_\_\_\_ Dr. Leddy \_\_\_\_\_  
                                        Mrs. Scaraggi \_\_\_\_\_ Mrs. Villopoto \_\_\_\_\_

The next Regular Board Meeting is Thursday, April 29, 2025 at 7:00 PM.  
There is a chance this meeting may be switched over to a virtual meeting.  
If this is the case, proper notification will be sent out and details will be on our website at  
[www.roselandnjboe.org](http://www.roselandnjboe.org).