

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 10, 2013**

DATE

October 10, 2013

PRESENT BOARD MEMBERS

Mr. Farina
Mrs. Gordon
Ms. Parkinson
Mr. Mastrangelo

MEETING

Regular Business Meeting

ABSENT

Mrs. DiGiacomo

TIME

7:34 p.m.

ADJOURNED

8:35 p.m.

OTHERS PRESENT

Mr. Rutzky
Dr. Cleary
Reporter
(1) Community Member

PLACE

Lester C. Noecker School

A-1 **CALL TO ORDER** – Mr. Mastrangelo and **ROLL CALL** – Dr. Vincent Occhino

A-2 **FLAG SALUTE**

A-3 **NOTICE OF MEETING**

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Roseland Board, in the County of Essex has caused notice of this meeting to be published by having the date, time and place thereof posted. The notice was mailed to the Progress (newspaper of record) and the Star Ledger and to those persons or entities requesting notification, filed with the municipal clerk of Roseland, and posted at the Lester C. Noecker School, Roseland, NJ.

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A-4 APPROVAL OF MINUTES–Regular Monthly Meeting and Closed Session–September 26, 2013

It is the RECOMMENDED MOTION of the Superintendent: “to approve the September 26, 2013 Regular Business and Closed Session Meeting Minutes.”

MOTION by Ms. Parkinson SECOND by Mrs. Gordon that the minutes of the Regular Business and Closed Session Meetings for September 26, 2013 be approved.

ROLL CALL: Mr. Farina, Ms. Parkinson, Mr. Mastrangelo. All Ayes. Mrs. Gordon, Abstain

A-5 SUPERINTENDENT’S REPORT

- HIB Monthly Report – Superintendent reported on the status of incidents
- Report Cards – The Superintendent informed the Board about the current status of the alignment of report cards with Genesis. Training for staff and teachers continues. Our goal is to open the parent portal by the 3rd or 4th marking period.
- Genesis – Training is on-going for staff.
- Bus Routes – The Superintendent reported on a bus issue concerning the arrival time to school. Mr. Rutzky is in the process of re-evaluating bus routes and student assignment.

A-6 INTERIM BUSINESS ADMINISTRATOR’S REPORT

- Audit Update – Audit presentation scheduled for November 21, 2013 Board Meeting. An explanation of the Comprehensive Maintenance Plan Report was given. Repairs to driveway surfaces were discussed.

A-7 BOARD COMMITTEE REPORTS

- a. President’s Report - None
- b. Principal’s Report – Dr. Cleary discussed class pictures, Fire Prevention Week and the opening of school.
- c. Committee Reports – Mrs. Gordon reported on the following: HAS donation to purchase a sound system, and violins. The plant sale raised approximately \$1,600 and the Walk-A-Thon raised approximately \$3,600. Spiritwear and Snack Sacks orders are going on through October 25, 2013.

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A-8 PUBLIC COMMENT – on policies and/or agenda items

Opened at 8:11 p.m. A question was raised regarding an agenda item. Another community member requested additional information regarding security measures used by Genesis.

C NEW BUSINESS

C-1 Finance

a. Board of Education's Monthly Certification Budgetary Major Account/Fund Status

It is the RECOMMENDED MOTION of the Superintendent: "that pursuant to N.J.A.C. 6:23-2.12(c)4, the district certifies that as of August 31, 2013 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."

b. Acceptance of Board Secretary's Reports – August 31, 2013

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Board Secretary's Reports for the period ending August 31, 2013."

c. Acceptance of Report of Treasurer of School Monies – August 31, 2013

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Report of Treasurer of School Monies for the period August 31, 2013."

d. Approval for Payment of Bills and Claims – October 10, 2013

It is the RECOMMENDED MOTION of the Superintendent: "to approve the enclosed Payment of Bills and Claims for the period ending October 10, 2013."

General Fund	\$193,678.04
Cafeteria Fund	\$ 24.30"

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C NEW BUSINESS

C-1 Finance - (continued)

e. Approval of Acceptance of Donation

It is the RECOMMENDED MOTION of the Superintendent: "to approve donations from the Home and School Association to be used for the following programs:

Art	\$ 200.00
Auditorium Sound system	\$10,935.70
Cultural Arts	\$ 5,000.00
Field Trips	\$ 7,400.00
Health/Nutrition	\$ 200.00
Media Center (Library)	\$ 1,500.00
Physical Ed/Fitness Fund	\$ 200.00
Technology	\$ 1,500.00
Violins	\$ 6,300.00

New Business Matters, Section C-1 - FINANCE (MOTION by Mr. Farina, SECOND by Ms. Parkinson to approve Items a. through e.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

C-2 Facilities

a. Comprehensive Maintenance Plan

The Comprehensive Maintenance Plan must be approved annually based on N.J.A.C. 6A:26A-3.1.

The Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities. The required maintenance activities, as listed in the attached document for the school facilities of the Roseland Board of Education, are consistent with these requirements. All past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

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C NEW BUSINESS

C-2 Facilities - (continued)

It is the RECOMMENDED MOTION of the Superintendent: "that the Roseland Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Roseland Board of Education in compliance with Department of Education requirements."

b. 2013-2014 Snow Plowing/Removal Proposal

It is the RECOMMENDED MOTION of the Superintendent: "to approve JAT Services of Whippany, NJ for a snow plowing/removal contract for 2013-2014 at the Lester C. Noecker School for the following quoted amounts:

<u>Vendor</u>	<u>1-6"</u>	<u>7-12"</u>	<u>13-18"</u>	<u>19-26"</u>	<u>Loader Svc/Hr. Min. 2hrs.</u>
JAT Services	\$575.00	\$675.00	\$775.00	\$975.00	\$175.00

New Business Matters, Section C-2 - FACILITIES (MOTION by Mr. Farina SECOND by Mrs. Gordon to approve Items a. and b.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

C NEW BUSINESS

C-3 Curriculum and Instruction

a. Approval of the Gifted & Talented Events Schedule for 2013-2014 school year

It is the RECOMMENDED MOTION of the Superintendent: "to approve the Gifted & Talented events schedule for the 2013-2014 school year."

b. School Nursing Plan 2013-2014

It is the RECOMMENDED MOTION of the Superintendent: "to approve the Lester C. Noecker School Nursing Plan for 2013-2014."

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C NEW BUSINESS

C-3 Curriculum and Instruction

c. Approval of the PK-6 Report Cards

It is the RECOMMENDED MOTION of the Superintendent: "to approve the PK-6 Report Cards."

New Business Matters, Section C-3 – CURRICULUM AND INSTRUCTION (MOTION by Mrs. Gordon, SECOND by Ms. Parkinson to approve Items a. through c.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

C-4 Personnel

a. Approval for Sarah McGrath to observe Frances Noronha

It is the RECOMMENDED MOTION of the Superintendent: "to approve Sarah McGrath, a nursing student at the University of Delaware, to do eighty hours (80) nursing work experience as required by her college with Frances Noronha at no cost to the Board."

b. Approval for Bryan Respass – Data Consultant

It is the RECOMMENDED MOTION of the Superintendent: "to approve Bryan Respass as a Data Networking consultant at an hourly rate of \$60.00"

New Business Matters, Section C-4 - PERSONNEL (MOTION by Mrs. Gordon, SECOND by Ms. Parkinson to approve Items a. and b.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

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C NEW BUSINESS

C-5 Travel

a. Approval of Travel and Work Related Expenses

“RESOLVED that in accordance with the travel policy adopted at the public meeting on April 29, 2010, the Board hereby approves the payment of the following travel related expenses, which is effective as of the date set forth below:

Staff Members: Lynn Cummings
 Event: Traumatic Loss Coalition of Essex County
 Location: Cedar Grove, NJ
 Purpose: Various Relevant Topics
 Date: Oct. 9, 2013, Dec. 11, 2013, Feb. 12, 2014 and April 9, 2014 (1/2 days)
 Cost: N/A

Staff Members: Jean FitzGibbons
 Event: NJ State-New Bilingual/ESL Supervisors' Training
 Location: Edison, NJ
 Purpose: Training Workshop
 Date: October 18, 2013
 Cost: Mileage at OMB rate

Staff Member: Deborah Sessa
 Event: Projecting Possibilities for Writers-Designing Units of Study
 Location: Livingston, NJ
 Purpose: Workshop
 Date: October 24, 2013
 Cost: \$219.00, mileage at OMB rate

Staff Members: Marianne Hans-McNeilly and Catherine Overbeck
 Event: Genesis Report Writer Seminar and Workshop
 Location: East Brunswick, NJ
 Purpose: Training Workshop
 Date: *November 14, 2013 – Date change
 Cost: Mileage at OMB rate

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C NEW BUSINESS

C-5 Travel - (continued)

New Business Matters, Section C-5 - TRAVEL (MOTION by Mrs. Gordon, SECOND by Ms. Parkinson to approve Item a.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

C NEW BUSINESS

C-6 Miscellaneous

a. Approval of the 2013-2014 NJQSAC Statement of Assurances

It is the RECOMMENDED MOTION of the Superintendent: "to approve the 2013-2014 NJQSAC Statement of Assurances."

New Business Matters, Section C-6 - MISCELLANEOUS (MOTION by Mr. Farina, SECOND by Ms. Parkinson to approve Item a.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

C NEW BUSINESS

C-7 Policies

It is the RECOMMENDED MOTION of the Superintendent: "to adopt Policies 3144.12, 3144.3, 3372 and 3373 on second reading.

Adopted on Second Reading

- a. Policy No. 3144.12 – Certification of Tenure Charges – Inefficiency (M)
- b. Policy No. 3144.3 - Suspension Upon Certification of Tenure Charge
- c. Policy No. 3372 – Teaching Staff Member Tenure Acquisition
- d. Policy No. 3373 – Tenure Upon Transfer or Promotion"

New Business Matters, Section C-7 POLICIES (MOTION by Ms. Parkinson, SECOND by Mrs. Gordon to approve Items a. through d.)

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

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D CORRESPONDENCE

The Board President discussed an invitation to visit the school attorney's firm reception at the conference.

E PUBLIC COMMENT - None

F ANNOUNCEMENT OF MEETING – Regular Business Meeting – November 21, 2013


G ADJOURNMENT

MOTION by Mrs. Gordon, SECOND by Ms. Parkinson to adjourn.

ROLL CALL: Mr. Farina, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

Adjourned at 8:35

Respectfully submitted,



Vincent J. Occhino, Ed.D.
Interim Business Administrator/Board Secretary