

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

REGULAR BUSINESS MEETING

OCTOBER 22, 2015

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**BOARD OF EDUCATION
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**MINUTES
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DATE

October 22, 2015

PRESENT BOARD MEMBERS

Mrs. DiGiacomo
Mr. Goldstein
Mrs. Gordon
Ms. Parkinson
Mr. Mastrangelo

MEETING

Business Meeting

ABSENT**TIME**

7:32 p.m.

ADJOURNED**OTHERS PRESENT**

Mrs. Gross
Mr. Bohm
(3) Staff Members
(5) Community Members
Mr. Burke, The Progress

PLACE

Lester C. Noecker School

A-1 CALL TO ORDER**A-2 ROLL CALL****A-3 FLAG SALUTE****A-4 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.

**BOARD OF EDUCATION
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A-5 APPROVAL OF MINUTES –Regular Meeting & Closed Session Minutes–September 24, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to approve the September 24, 2015 Regular Business and Closed Session Meeting Minutes.”

MOTION by Mrs. Gordon, SECOND by Mrs. DiGiacomo that the minutes of the September 24, 2015 Regular Board Meeting and Closed Session be approved.

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

A-6 SUPERINTENDENT’S REPORT (*Board Goal No. 1*)

- Week of Respect Update – Student Council Advisor – Christina Melillo (*District Goal No. 3*)
Mrs. Melillo shared a presentation of a recent lesson in which students were posed with bad situations and collaborated through reenactments on how to improve them and act in a more appropriate manner.
- 5th and 6th Grade Advisory Update – 5th and 6th Grade Social Studies Teacher – Jason Giumara (*District Goals No. 1 & 3*)
A presentation showed how Mr. Giumara’s Advisory Team helped students tackle real world problems demonstrating that through research, teamwork and imagination difficult issues can be resolved.
- Professional Development Update (*District Goals No. 1 & 3*)
Mrs. Gross did a PowerPoint presentation regarding professional development.
- Enrichment Program (*District Goals No. 1, 2 & 3*)
The Superintendent talked about the success of the HSA Mad Science program and the Senior Technology Night.
- Principal Search Update (*Board Goal No. 2*)
Mrs. Gross gave an update on the principal search indicating interviews through a committee had already begun.
- HIB Monthly Report
No Violence & Vandalism incidents. One (1) incident was investigated and found to be HIB.

A-7 BUSINESS ADMINISTRATOR’S REPORT

- Safe Stop Update – Mr. Bohm discussed the Safe Stop software application that started last Friday with ten (10) families volunteering. The pilot program will continue for several weeks and a survey will be conducted at the end to evaluate the program.
- New Jersey School Boards Conference – This conference is professional development for board members and administrators to learn, grow, and collaborate with their peers to bring ideas to the district.
- Capital Projects – The Business Administrator reviewed the progress of the vestibule project, shared the preliminary audit results, and commented on potential upcoming capital projects.

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A-8 PRINCIPAL'S REPORT

- Safety Patrol – Mr. Hughes and Mrs. Hardenberg recognized members of the Safety Patrol. The members are nominated by staff and are in good standing academically. The Safety Patrol members were hailed as future leaders and the parents should be proud of their children. The following 2015-2016 Safety Patrol students were recognized:

<p><i>Oct- Jan.</i> Lauren Geiger Michael Babboni</p>	<p>Bus 1:</p>	<p><i>Feb. June</i> Aaron Rodriguez Paul Gustafson Elouan Chiron Madison Barbello</p>
<p><i>Oct- Jan.</i> Anna DeLorenzi Lina Lazzaro Alyssa Manley</p>	<p>Bus 2:</p>	<p><i>Feb. June</i> Alyssa Rodriguez Caroline McElhannon Elton Bardho</p>
<p><i>Oct- Dec.</i> Andrew Brisco Casey Alworth Victoria Perez</p>	<p>Bus 3:</p>	<p><i>Jan. –March</i> Luke Miller Emily Styskal Mary Sanok</p>
<p><i>Oct- Jan.</i> Alissa Gallon Stephen Zerance Louis Fantasia</p>	<p>Bus 4:</p>	<p><i>April-June</i> Sarajane Shearn Nidhi Jadhav Max LaBianca</p>
<p><i>Oct- Jan.</i> Max Cheung TJ Tarullo Isabelle Farina</p>	<p>Bus 5:</p>	<p><i>Feb. June</i> Matthew Russo Alexandria Cinquemani Joe Marino</p>
<p><i>Oct- Jan.</i> James Joanow Chris Lanzl</p>	<p>Bus 6:</p>	<p><i>Feb. June</i> Chelsea Siegel Chris Corbo</p>
<p>Samantha Axelrod Danny Martire</p>	<p>Bus 30:</p>	
<p>Abby Azzinnari</p>	<p>Bus 37:</p>	

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A-8 PRINCIPAL'S REPORT - (continued)

- Mr. Hughes commended the staff on multiple initiatives they are embracing to help make the district better.

A-9 BOARD COMMITTEE REPORTS

- a. President's Report – Mr. Mastrangelo commended teachers and advisory committees. He also provided a Finance Committee update after a meeting with the auditors which showed that school finances are very solid for the upcoming year. The Board President discussed an Essex County Board of Education meeting dealing with a review and update of common core standards and the release of the PARCC results.
- b. Committee Reports – Mrs. Gordon reported on the Balanced Literacy curriculum and encourage more parents to attend workshops with Jennifer Serravallo, a district consultant, who is helping to provide practical methods to enhance student education and success. Mrs. Serravallo is also working with staff to improve the teaching process and implement strategies in the classroom.

A-10 PUBLIC COMMENT – on policies and/or agenda items

A member of the public commented on PARCC testing and asked how many district students opted out of the testing. The response provided was sixteen (16) out of four hundred (400) students. It was also pointed that information and data from PARCC should help drive student achievement and instruction.

Another community member asked who how many parents were on the interview panel for the principal. There were two (2) parents on the panel. A follow-up questions asked if candidates for the principal position were currently principals. The answer surmised that yes, some were, but all had administrative experience and numerous had elementary experience.

B OLD BUSINESS

B-1 Bylaws, Policies, and Regulations

- a. Approve the Second Reading of the New Policies

It is the RECOMMENDED MOTION of the Superintendent: "to approve the second reading of the following new policies:

Policy No. 5612	Assaults on District Board of Education Members or Employees (M)
Policy No. 5613	Removal of Students for Assaults with Weapons Offenses (M)"

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B OLD BUSINESS

B-1 Bylaws, Policies, and Regulations - (continued)

- a. Approve the Second Reading of the New Policies - (continued)

Old Business Matters, Section B-1 – Bylaws, Policies, and Regulations (MOTION by Ms. Parkinson, SECOND by Mrs. Gordon to approve Item a.)

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

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 September 30, 2015 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.” (*Board Goal No. 3*)

- b. Acceptance of Board Secretary’s Reports – September 30, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the Board Secretary’s Reports for the period ending September 30, 2015.” (*Board Goal No. 3*)

- c. Acceptance of the Report of the Treasurer of School Monies – September 30, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the Report of the Treasurer of School Monies for the period September 30, 2015.” (*Board Goal No. 3*)

- d. Approval for Payment of Bills and Claims – October 22, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Payment of Bills and Claims for the period ending October 22, 2015.” (*Board Goal No. 3*)

General Fund	\$247,218.55
Cafeteria Fund	\$ 14,676.68”

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C NEW BUSINESS

C-1 Finance - (continued)

e. Acceptance of Cafeteria Report – September 30, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the Cafeteria Report for the period ending September 30, 2015.” (*Board Goal No. 3*)

f. Line Item Transfers –September, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Budget Transfers for the month of September, 2015 in the amount \$12,551.68.” (*Board Goal No. 3*)

g. Acceptance of the Payroll Verification Completed on September 15, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the Payroll Verification completed on the September 15, 2015 payroll, per N.J.A.C. 6A:23A5.7, that states, ‘Beginning with the 2008-2009 school year, at least every three (3) years, between the months of September through May, school district and county vocational skills districts shall require each district employee to report to a central location and product picture identification and sign for release of his/her paycheck or direct deposit voucher’.” (*Board Goal No. 3*)

h. Approval of Phoenix Advisors, LLC for Continuing Disclosure Cooperation

It is the RECOMMENDED MOTION of the Superintendent: “to approve Phoenix Advisors, LLC agreement to conduct the continuing disclosure review and survey in connection with the Securities Exchange Commission’s Municipalities Continuing Disclosure Cooperation Initiative. This agreement will fulfill Roseland’s obligation to annually file financial information throughout the life of all outstanding bonds. Since Roseland is considered to be a continuing disclosure agent-ongoing-the cost will be \$650.00 for up to three (3) outstanding issues plus \$100.00 for each additional issue (Roseland presently has three (3) issues.)” (*Board Goal No. 3*)

i. Accept Donations from the Roseland Home School Association

It is the RECOMMENDED MOTION of the Superintendent: “to gratefully accept donations from the Roseland Home School Association as follows: (*District Goals No. 1 & 3*)

Red Folder	\$ 488.00
Assignment Pads	\$1,145.52
Scholastic Magazines	\$3,084.57

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C NEW BUSINESS

C-1 Finance - (continued)

i. Accept Donations from the Roseland Home School Association - (continued)

Class Field Trips	\$7,140.00
School Play	\$ 750.00
Classroom Library	\$9,000.00”

j. Approve Change Orders for the Vestibule Project

It is the RECOMMENDED MOTION of the Superintendent: “to approve the following Change Orders (C.O.) in the total additional amount of \$6,711.00, in addition to the original contract of \$58,655.00, bringing the new total contract, including the below Change Orders, to a sum of \$65,366.00:

C.O. #	Description	Amount
1	Removal of additional wall found between the vestibule and security office	\$3,285.26
2	Change to security window to allow package transfer	\$1,320.00
3	Flip security door to swing in	\$1,305.74
4	Install custom countertop w/security window	\$800.00

New Business Matters, Section C-1 - Finance (MOTION by Mrs. DiGiacomo, SECOND by Ms. Parkinson to approve Items a. through j.)

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, 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 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)

a. Comprehensive Maintenance Plan - (continued)

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

b. 2015-2016 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 2015-2016 at the Lester C. Noecker School for the following quoted amounts:

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

c. Building Use Requests

It is the RECOMMENDED MOTION of the Superintendent: “to approve the following Building Use Requests:

Organization	Dates	Time	Day(s)	Purpose	Room/Area
Roseland Athletic Club	10/27, 10/28, 10/29, 11/4, 11/9, 11/10, 11/11, 11/12, 11/16, 11/17, 11/18, 11/19, 11/23, 11/24/15	5:30pm-9:30pm	Various	Travel Basketball	Sierchio Gym
Roseland Athletic Club	11/30, 12/1, 12/2, 12/3, 12/5, 12/7, 12/8, 12/9, 12/10, 12/12, 12/14, 12/15, 12/16, 12/19, 12/21, 12/22, 1/4/16, 1/5, 1/6, 1/7, 1/9, 1/11, 1/12, 1/13, 1/14, 1/16, 1/21, 1/23, 1/25, 1/26, 1/27, 1/28, 1/30, 2/1, 2/2, 2/3, 2/4, 2/6, 2/8, 2/9, 2/10, 2/11, 2/13, 2/17, 2/18, 2/20, 2/22, 2/23, 2/24, 2/25, 2/27, 2/29, 3/1, 3/2, 3/3, 3/5/16	7:30pm-9:30pm 8:30pm-9:30pm 1:30pm-4:30pm	Various Various Saturdays	Travel Basketball	Sierchio Gym
Roseland Athletic Club	12/1, 12/5, 12/8, 12/10, 12/12, 12/15, 12/19, 12/22/15, 1/5, 1/7, 1/9, 1/12, 1/14, 1/16, 1/19, 1/21, 1/23, 1/26, 1/30, 2/2, 2/4, 2/6, 2/9, 2/11, 2/13, 2/18, 2/20, 2/23,	8:30pm-9:30pm 1:30pm-4:30pm	Various Saturdays	Travel Basketball	MPR

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C NEW BUSINESS

C-2 Facilities - (continued)

c. Building Use Requests - (continued)

New Business Matters, Section C-2, Facilities (MOTION by Mrs. DiGiacomo, SECOND by Mr. Goldstein to approve Items a through c.)

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

C-3 Curriculum and Instruction

a. Approval of 2015-2016 Class Trip(s)

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following 2015-2016 class trip(s):

Grade	Class Trip	Date	Purpose
1	Mayo PAC-Charlotte's Web (District Goals No. 1 & 2)	3/15/16	Performing Arts

b. Approval of the ELS Three-Year Program Plan for the 2014-2017 School Years

It is the RECOMMENDED MOTION of the Superintendent: "to approve the English Language Services (ELS) Three-Year Program Plan for the 2014-2017 school years."

New Business Matters, Section C-3 – Curriculum and Instruction (MOTION by Mrs. Gordon, SECOND by Mrs. DiGiacomo to approve Items a. and b.)

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

C-4 Personnel

a. Approve Two (2) Staff Members as Early Morning Care Supervisor Substitutes

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following staff members as early morning care supervisor substitutes at a rate of \$20.00/day supervising from 7:30 a.m.-8:30 a.m. for the 2015-2016 school year: (District Goal No. 2 & Board Goal No. 3)

Mark Mansour
Lauren Miller"

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C NEW BUSINESS

C-4 Personnel - (continued)

b. Approve Julie Adelman as a Substitute Physical Therapist for the 2015-2016 School Year

It is the RECOMMENDED MOTION of the Superintendent: "to approve Julie Adelman as a substitute physical therapist under the sole proprietorship of Rose Newman, an outside contractor for physical therapy, at rates as follows: (*District Goal No. 3 & Board Goal No. 3*)

\$100.00/hr. for treatment services
\$100.00/hr. for preparation of reports
\$150.00/hr. for small group rate (2 students)
\$150.00 per physical therapy evaluation"

New Business Matters, Section C-4 - Personnel (MOTION by Mr. Goldstein, SECOND by Mrs. Gordon to approve Items a. through b.)

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

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: Deborah Sessa (*District Goals No. 1 & 3*)
Event: Effective Literacy and English Language Instruction
Location: Hackensack, NJ
Purpose: Workshop to Improve Literacy and English Language Skills
Date: October 26, 2015
Cost: Mileage at OMB rate

Staff Members: Jason Giumara and Mary Grace Whealan (*District Goal No. 3*)
Event: PICO Turbine
Location: Jersey City, NJ
Purpose: Integrating modules and 3D printers
Date: October 26, 2015
Cost: Fee: \$250.00/each
 Mileage at OMB rate

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C NEW BUSINESS

C-5 Travel - (continued)

a. Approval of Travel and Work Related Expenses - (continued)

Staff Members: Jason Bohm (*Board Goal No. 3a*)
 Event: NJCPA 2015 New Jersey Law & Ethics
 Location: Parsippany, NJ
 Purpose: Law & Ethics Seminar
 Date: November 4, 2015
 Cost: Registration Fee: \$50.00
 Mileage at OMB rate

Staff Members: Lisa Gross, Jason Bohm, Paul Mastrangelo (*District Goals No. 1 & 3*)
 Event: NJ School Boards Annual Conference
 Location: Atlantic City, NJ
 Purpose: School Boards Conference
 Date: October 27-29, 2015
 Cost: M&IE: GSA rate
 Mileage at OMB rate

Staff Member: Richard Freda (*Board Goal No. 3a*)
 Event: ECASBO Workshops
 Location: Belleville, NJ
 Purpose: Professional Development
 Dates: TBD – Monthly from October 2015 to May 2016
 Cost: Mileage at OMB rate

Staff Member: Richard Freda (*Board Goal No. 3a*)
 Event: NJASBO Workshops
 Location: Rockaway, NJ
 Purpose: Professional Development
 Dates: TBD – Monthly from October 2015 to May 2016
 Cost: Mileage at OMB rate

Staff Members: Lisa Gross, Katherine Thorn, Erica Albu, Megan Barone, Elissa Eccleston
 and Lori McGrath (*District Goals No. 1 & 3*)
 Event: P.S. 59 Beekman Hill International School
 Location: New York, NY
 Purpose: School Visitation
 Date: November 16, 2015
 Cost: Mileage at OMB rate

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C NEW BUSINESS

C-5 Travel - (continued)

a. Approval of Travel and Work Related Expenses - (continued)

Staff Members: Mary Grace Whealan (*District Goals No. 1 & 3*)
 Event: NJ School Librarians Conference
 Location: Long Branch, NJ
 Purpose: School Librarians Workshops
 Date: November 16, 2015
 Cost: Registration: \$90.00
 Mileage at OMB rate

Staff Members: Candace Thomas (*District Goal No. 3*)
 Event: Supporting NGSS-Driven Curriculum and Instructional Review
 Location: Ramapo College, NJ
 Purpose: Professional Development
 Date: November 18, December 16, 2015, January 8, February 12, 2016
 Cost: Mileage at OMB rate

Staff Members: Lisa Gross, Katherine Thorn, Jennifer Luzzi (*District Goal No. 3*)
 Event: Professional Development Seminar
 Location: Clark, NJ
 Purpose: Teaching Workshop
 Date: December 1, 2015
 Cost: Mileage at OMB rate

Staff Members: Lisa Gross, Katherine Thorn, JoAnn Brady (*District Goal No. 3*)
 Event: Demystifying PARCC Data Reports
 Location: Monroe, NJ
 Purpose: PARCC Seminar
 Date: December 3, 2015
 Cost: Fee: \$149.00
 Mileage at OMB rate

Staff Members: Thomas August
 Event: Integrated Pest Management Training
 Location: Montclair, NJ
 Purpose: Pest Control Training
 Date: January 8, 2016
 Cost: Mileage at OMB rate

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C NEW BUSINESS

C-5 Travel - (continued)

a. Approval of Travel and Work Related Expenses - (continued)

Staff Members: Thomas August
 Event: POESH NJADP Indoor Air Quality Training
 Location: Montclair, NJ
 Purpose: Indoor Air Quality Training
 Date: January 15, 2016
 Cost: Mileage at OMB rate"

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

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

C-6 Miscellaneous

a. School Nursing Plan 2015-2016

It is the RECOMMENDED MOTION of the Superintendent: "to approve the Lester C. Noecker School Nursing Plan for 2015-2016."

New Business Matters, Section C-6 - Miscellaneous (MOTION by Ms. Parkinson, SECOND by Mrs. DiGiacomo to approve Item a.)

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

D CORRESPONDENCE

The Board President read a thank you note from Mrs. Lee DeVita. Mr. Mastrangelo, on behalf of the Board, wished her well.

E PUBLIC COMMENT

None.

F ANNOUNCEMENT OF MEETING – Regular Business Meeting – November 19, 2015

**BOARD OF EDUCATION
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**MINUTES
REGULAR BUSINESS MEETING
OCTOBER 22, 2015**

G RESOLUTION FOR CLOSED SESSION

It is the RECOMMENDED MOTION: "that the following Resolution for Closed Session be approved:

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 and legal.

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 exemption which are permitted to be discussed in private session pursuant to P.L. 1975, Chapter 231."

Motion by Ms. Parkinson, SECOND by Mrs. DiGiacomo to adjourn to closed session.

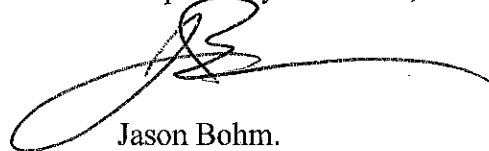
ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Ms. Parkinson, Mr. Mastrangelo. All Ayes.

H ADJOURNMENT TO CLOSED SESSION

I ADJOURNMENT

TIME: 8:40 p.m.

Respectfully submitted,



Jason Bohm.
Business Administrator/Board Secretary