

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**REGULAR BUSINESS MEETING
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL
MARCH 16, 2017 – 7:30 p.m.**

VIII. APPROVAL OF ACTION ITEMS

BOARD MINUTES/REPORTS

- RPT-24-17 Approve Board Meeting Minutes
RPT-25-17 Approve the February, 2017 Code of Conduct Report
RPT-26-17 Approve the February, 2017 Enrollment Report
RPT-27-17 Approve the February, 2017 HIB Report
RPT-28-17 Approve the Quarterly Health Office Report

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. DiGiacomo _____ Mr. Gorman _____ Mrs. Perrotti _____

 Mr. Goldstein _____ Mrs. Gordon _____

- RPT-24-17 Approve Board Meeting Minutes

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Reorganization and Regular Open and Closed Board Minutes for February 7, 2017, March 1, 2017 Board Retreat Meeting and the Strategic Planning Minutes for February 13, 2017.

- RPT-25-17 Approve the February, 2017 Code of Conduct Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the February, 2017 Code of Conduct Report.

- RPT-26-17 Approve the February, 2017 Enrollment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the February, 2017 Enrollment Report.

- RPT-27-17 Approve the February, 2017 HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the February, 2017 HIB Report.

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RPT-28-17 Approve the Quarterly Health Office Report

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

FINANCE/FACILITIES

- FIN-124-17 Approve Acceptance of Report of Treasurer of School Monies – January and February, 2017
- FIN-125-17 Approve Acceptance of the Board Secretary’s Report – January and February, 2017
- FIN-126-17 Approve Acceptance of the Board of Education’s Monthly Certification Budgetary
Major Account/Fund Status
- FIN-127-17 Approval for Payment of Bills and Claims – March 16, 2017
- FIN-128-17 Approve Line Item Transfers – February, 2017
- FIN-129-17 Approve Acceptance of the Cafeteria Report – January and February, 2017
- FIN-130-17 Approve the Travel and Work Related Expenses
- FIN-131-17 Approve Building Use Requests
- FIN-132-17 Adoption of the Preliminary 2017-2018 Budget
- FIN-133-17 Approval of Maximum Travel Expenditures for 2017-2018 School Year
- FIN-134-17 Approve the Hunterdon County Cooperative Pricing Agreement
- FIN-135-17 Approve the Out-of-District Placement Tuition Agreement
- FIN-136-17 Approval of The Bilingual Child Team
- FIN-137-17 Approve a Student Neurological Evaluation

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. DiGiacomo _____ Mr. Gorman _____ Mrs. Perrotti _____

 Mr. Goldstein _____ Mrs. Gordon _____

FIN-124-17 Approve Acceptance of the Report of the Treasurer of School Monies – January and February, 2017

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 periods ending January 31, 2017 and February 28, 2017.

FIN-125-17 Approve Acceptance of the Board Secretary’s Report – January and February, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the acceptance of the Board Secretary’s Report for the period ending January 31, 2017 and February 28, 2017.

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FIN-126-17 Approve the Board of Education’s Monthly Certification Budgetary Major Account/Fund Status

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent approves, that pursuant to N.J.A.C. 6:23-2.12(c)4, the district certifies that as of January 31, 2017 and February 28, 2017 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-127-17 Approval for Payment of Bills and Claims – March 16, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent approves, the payment of the Bills and Claims for the period ending March 16, 2017:

General Fund-Bills & Claims	\$360,246.53
General Fund-Payroll	\$447,755.10 through 2/28/07
Fund 60	\$33,144.61

FIN-128-17 Approve Line Item Transfers – February, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent approves, the Budget Transfers for the month of February, 2017 in the amount of \$5,388.98 as per N.J.S.A. 18A:8.1.

FIN-129-17 Approve Acceptance of the Cafeteria Report – January and February, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Cafeteria Report for the periods ending January and February, 2017.

FIN-130-17 Approve the Travel and Work Related Expenses

RESOLVED, upon the recommendation of the Superintendent, that in accordance with the travel Policy No. 6471, the Board hereby approves the payment of the following travel related expenses, which is effective as of the date set forth below:

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Staff Member: Kristina Kash
Event: NJECC Meeting
Location: Montclair State University
Purpose: Workshop
Date: March 17, 2017
Cost: Mileage at OMG rate

Staff Member: Shannon Kiernan-Goffan
Event: Maker Day Workshop
Location: Totowa, NJ
Purpose: Professional Development for Makerspace
Date: March 24, 2017
Cost: \$115.00
Mileage at OMB rate

Staff Member: Jason Bohm
Event: ESSA Workshop
Location: New Providence, NJ
Purpose: Fiscal Requirement for ESSA
Date: March 28, 2017
Cost: Mileage at OMB rate

Staff Member: Jennifer Zeoli
Event: NJASA 2017 Women's Leadership Conference
Location: Monroe Township, NJ
Purpose: Leadership Workshop
Date: March 30-31, 2017
Cost: Registration: \$325.00
M & IE: GSA Rate
Mileage at OMB rate

Staff Member: Catherine Overbeck
Event: Administrative Assistant Program
Location: Rockaway, NJ
Purpose: Impact Topics for those who work in the Central Office
Date: May 11, 2017
Cost: Mileage at OMB rate

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FIN-131-17 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
HSA	4/7/2017	6:00pm-9:00pm	Friday	Movie Night	Sierchio
Roseland Athletic Club	3/22, 4/5, 4/26, 5/3, 5/10, 5/17/17	6:30pm-9:30pm	Wednesdays	Spring Travel Basketball	Sierchio
YW Ballers - Raptors	5/2, 5/9, 5/16, 5/30, 6/6/17	6:30pm-9:00pm	Tuesday	Basketball Practice/Games-Raptors	Sierchio
YW Ballers - Raptors	3/30, 4/6, 4/20, *5/4, *5/11, 5/25, 6/1, 6/8/17	*6:30pm-9:30pm 7:30pm-9:30pm	Thursdays	Basketball Practice/Games-Raptors	Sierchio
YW Ballers - Raptors	3/31, 4/21, 4/28/17	6:30pm-9:00pm	Fridays	Basketball Practice/Games-Raptors	Sierchio
School Play	3/16/17	5:00pm - 6:30pm	Thursday	Play Practice	M.P.R.

FIN-132-17 Adoption of the Preliminary 2017-2018 Budget

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, authorizes the submission of the 2017-2018 Preliminary School Budget to the Essex County Executive Superintendent of Schools with the following Fund Allocations

2017-2018 Budget	Budget	Local Tax Levy
Total General Fund	\$ 8,488,139.00	\$ 7,681,869.00
Total Special Revenue Fund	\$ 71,000.00	n/a
Total Debt Service Fund	\$ 819,900.00	\$ 819,900.00
Totals	\$ 9,379,039.00	\$ 8,501,769.00

BE IT FURTHER RESOLVED, that the Roseland Board of Education authorize as included in budget line 620, Budgeted Withdrawal of Capital Reserve – Excess Costs & Other Capital Projects the transfer of an amount of \$150,000.00 from Capital Reserve for other capital projects including the installation of new water fountains and filters (\$20,000.00), construction of new center courtyard classroom (\$40,000.00), installation of new light-emitting diode fixtures and energy saving improvements (\$45,000.00), , installation of a rock wall (\$15,000.00), paving of lot (\$10,000.00), and painting of the school building (\$20,000.00). The total cost of these projects is \$150,000.00 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards and security audit measures determined by the Commissioner as necessary to achieve the New Jersey student learning standards and;

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BE IT FURTHER RESOLVED, included in the general fund appropriations is line 76360 in the amount of \$170,800.00 which is for a designated use for deposit into the Roseland Board of Education’s approved Capital Reserve Account for future undesignated funding. This deposit is for excess costs of the stated school facilities project or another capital project and represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards necessary to achieve the New Jersey student learning standards; and

NOW THEREFORE BE IT FURTHER RESOLVED, that the Roseland Board of Education included an enrollment adjustment in the base budget in the amount of \$70,446.00, a portion of allowable adjustment generated automatically by the State of New Jersey in the budget year 2017-18.

FIN-133-17 Approval of Maximum Travel Expenditures for 2017-2018 School Year

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, Whereas, the School District Travel policy, # 6471 and N.J.A.C.6A:23A-7.3 provides that annually in the pre-budget year, each board shall establish by board resolution, a maximum travel expenditure amount for the budget year, which the school district shall not exceed.

Whereas, the Roseland Board of Education established \$25,000.00 for the 2016-2017 school year.

Now Therefore Be It Resolved, that the Roseland Board of Education hereby establishes the school district travel maximum for the 2017-2018 school year at the sum of \$25,000.00, which includes board members, administrators, teachers, custodians and support staff.

FIN-134-17 Approve the Hunterdon County Cooperative Pricing Agreement

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the “Lead Agency ” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on March 16, 2017 the governing body of the Roseland Board of Education, County of Essex, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

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PER-68-17 Approve an Amended Leave of Absence for Employee No. 100169

Resolved, that the Board of Education, upon the recommendation of the Superintendent, approves the following request for a leave of absence for the period indicated for Employee No. 100169:

- Unpaid medical leave beginning January 17, 2017 and ending January 20, 2017
- Paid maternity leave beginning January 23, 2017 and ending March 6, 2017 through use of accumulated sick days
- Unpaid maternity leave beginning March 7, 2017 and ending March 24, 2017
- Unpaid, concurrent NJFLA and FMLA leave beginning March 27, 2017 and ending June 16, 2017
- Unpaid contractual leave beginning June 17, 2017 through the end of the 2016-2017 school year

PER-69-17 Approve an Amended Salary for Michele Steets, Classroom Aide

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves an amended salary for Michele Steets, classroom aide, Position No. 044, who has been trained in Applied Behavior Analysis (ABA) principles in the amount of \$500.00, for a revised salary \$18,980.00.

PER-70-17 Approve Additional Early Morning Care Supervisors for the 2016-2017 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves additional early morning care supervisors for the 2016-2017 school year on a daily rotating schedule, from 7:30 AM-8:30 AM (60 minutes) at a maximum rate of \$20.00 per day, \$100.00 per week.

Susan Groome
Marilyn Havrilla
Kristina Kash

Mark Mansour
Anne-Marie Petrarca
Lisa Varecka

PER-71-17 Accept the Resignation of Employee No. 100262

It is the RECOMMENDED MOTION of the Superintendent to accept the resignation of Employee # 100262, Position Control No. 120, effective March 31, 2017.

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PER-72-17 Approve the Letter of Retirement from Employee No. 100158

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the letter of retirement from Employee No. 100158, Position Control No. 036 effective July 1, 2017.

PER-73-17 Approve a Leave of Absence for Employee No. 100066

WHEREAS, a request was made by Employee No. 100066 to take pre-birth maternity disability leave beginning on May 26, 2017;

WHEREAS, a request was made by Employee No. 100066 for a leave request, pursuant to the Collective Bargaining Agreement between the Board and the Association, for a child care leave until September of 2019;

NOW THEREFORE, BE IT RESOLVED:

1. The Board of Education, upon the recommendation of the Superintendent, hereby approves the pre-birth maternity disability Leave Request of Employee No. 100066 commencing on May 26, 2017 and extending through June 19, 2017. Employee No. 100066 will use sixteen (16) of her accumulated sick leave days during this pre-birth disability period to continue to receive a salary during this leave period. Employee No. 100066 shall continue to receive health benefits from May 29, 2017 through June 19, 2017. The employee's pre-birth disability leave shall run concurrent to her leave under the Family Medical Leave Act;
2. The Board of Education, upon the recommendation of the Superintendent, hereby approves the child care family leave of absence under the Family Medical Leave Act and the New Jersey Family Leave Act at the request of Employee No. 100066 beginning September 5, 2017 and continuing for twelve weeks. 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 shall be eligible to receive health benefits; and
3. The Board of Education, upon the recommendation of the Superintendent, hereby approves the child care leave request of Employee No. 100066 beginning at the termination of her New Jersey Family Leave Act and continuing until the first day of school in September 2019. Any proposed changes to the child care leave shall be made in accordance with the language in the Collective Bargaining Agreement. The employee shall not receive salary during this period of time, but will continue to receive health benefits.

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PER-74-17 Approve Payment for Participation of Four Staff Members in Fifty State Project Presentation

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, to approve the payment of \$55.00/hour, to Jennifer Luzzi, Anne-Petrarca, Deborah Sessa, and Richard Celebre for their participation in the Fifty State Project Presentation at the March 16, 2017 board meeting, not to exceed one (1) hour. (District Goal No. 3)

CURRICULUM AND INSTRUCTION

C&I-30-17 Approve 2016-2017 School Field Trips

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. DiGiacomo _____ Mr. Gorman _____ Mrs. Perrotti _____

Mr. Goldstein _____ Mrs. Gordon _____

C&I-30-17 Approve 2016-2017 School Field Trips

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following school field trips for the 2016-2017 school year.

Grade	Class Trip	Date	Purpose
Gr 3-6	Build-a-Bear	4/7/17	Donate bears to Saint Barnabas

POLICIES, REGULATIONS AND BYLAWS

PRB-18-17 Approve a First Reading the Revised/New Policies, Regulations, Bylaws

PRB-19-17 Approve a Second Reading the Revised/New Policies, Regulations, Bylaws

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. DiGiacomo _____ Mr. Gorman _____ Mrs. Perrotti _____

Mr. Goldstein _____ Mrs. Gordon _____

PRB-18-17 Approve a First Reading the Revised/New Policies, Regulations, Bylaws

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves on first reading and adopts the following policies/regulations:

Policy No. 2415.30 Title I- Educational Stability for Children in Foster Care (M)
Policy No. 2460 Special Education (M)

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Regulation No. 2460.1	Special Education- Location, Identification, and Referral (M)
Regulation No. 2460.8	Special Education-Free and Appropriate Public Education (M)
Regulation No. 2460.9	Special Education- Transition from Early Interventions to Preschool Programs (M)
Regulation No. 2460.15	Special Education- In-Service Training Needs for Professional and Paraprofessional Staff (M)
Policy No. 2467	Surrogate Parents and Foster Parents (Revised)
PRB-19-17	<u>Approve on Second Reading the Revised/New Bylaws, Policies, Regulations</u>

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves on second reading and adopts the following policies/regulations:

Policy No. 1510	Americans with Disabilities Act (M)
Regulation No. 1510R	Americans with Disabilities Act (M)
Policy No. 2415.30	Title I-Educational Stability for Children in Foster Care (M)
Policy No. 2418	Section 504 of the Rehabilitation Act of 1973-Students (M)
Regulation 2418R	Section 504 of the Rehabilitation Act of 1973-Students (M)
Policy No. 5116	Education of Homeless Children
Regulation No. 5116R	Education of Homeless Children
Policy No. 5330.04	Administering an Opioid Antidote
Regulation No. 7420.2R	Chemical Hygiene (M)
Policy No. 8330	Student Records (M)
Regulation No. 8330R	Student Records (M)

IX. 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 on 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.

X. CORRESPONDENCE

XI. OLD BUSINESS

NEW BUSINESS

**BOARD OF EDUCATION
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Next Board Meeting is on Thursday, April 27, 2017 at 7:30 p.m., in the Lester C. Noecker Media Center. The Board will also have a Strategic Planning Meeting on April 19, 2017 at 7:00 p.m. Due to the inclement weather, the March 14, 2017 Strategic Planning has been cancelled, and has been rescheduled on March 27, 2017 at Noecker School.