

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

REGULAR BUSINESS MEETING

AUGUST 21, 2014

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**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
AUGUST 21, 2014**

DATE

August 21, 2014

PRESENT BOARD MEMBERS

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

MEETING

Regular Business Meeting

ABSENT

Mrs. DiGiacomo

TIME

7:37 p.m.

ADJOURNED

8:29 p.m.

OTHERS PRESENT

Dr. Maria Cleary
Mrs. Laura Dacosta
Mr. Ernest Turner
(4) Staff
(1) Citizen

PLACE

Lester C. Noecker School

A-1 CALL TO ORDER and ROLL CALL**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 Business and Closed Session Minutes – July 24, 2014

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Regular Business and Closed Session Minutes – July 24, 2014.”

MOTION by Mr. Farina, SECOND by Mrs. Gordon that the minutes of the Regular Business and Closed Session Minutes – July 24, 2014 be approved.

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

A-5 SUPERINTENDENT’S REPORT

- SAGES
Dr. Cleary discussed the idea of using SAGES as another indicator to qualify students for the Gifted & Talented program.
- DOE Teacher Evaluation and Student Growth Objectives (SGO)
The Interim Superintendent reviewed the DOE Teacher Evaluation and Student Growth Objectives as mandated by the State.
- NJ ASK Overview
Dr. Cleary discussed the NJ ASK scores and how they impact on the district.
- HIB Report – No Report

A-6 INTERIM BUSINESS ADMINISTRATOR’S REPORT

- Mr. Turner talked about the year-end close out underway and the upcoming September 22nd audit.
- The Business Office Consultant discussed the preparation of the building for the start of school. He commended David Siclari and his crew for a wonderful job.
- All summer orders have been placed in anticipation of the start of the school year.

A-7 PRINCIPAL’S REPORT

A-8 BOARD COMMITTEE REPORTS

- a. President’s Report - Mr. Mastrangelo provided an update on the Superintendent search. A special meeting will take place on August 28, 2014 to approve the new superintendent.

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b. Committee Reports – No reports.

A-9 PUBLIC COMMENT

Mr. Burke questioned the Gifted & Talented Program. Dr. Cleary responded.

B OLD BUSINESS

None.

C NEW BUSINESS

C-1 Finance

a. Approval for Payment of Bills and Claims – August 21, 2014

It is the RECOMMENDED MOTION of the Superintendent: “to approve the following enclosed Payment of Bills and Claims for the period ending August 21, 2014:

General Fund	\$195,945.37
Fund 60	\$0.00”

b. National School Lunch Program – 2014–2015

It is the RECOMMENDED MOTION of the Superintendent: “to approve participation of the Lester C. Noecker School in the National School Lunch Program during the 2014-2015 school year.”

c. Resolution For Increasing Bid Threshold and Appointing a Qualified Purchasing Agent subject to the provisions of N.J.S.A. 18A:18A-1

“WHEREAS, 18A:18A-3 permits a board of education to authorize its purchasing agent to award contracts that do not exceed in a contract year the annual limit as established by the Governor, and

WHEREAS, local boards of education have been advised by the Local Finance Board through (LFN 2010-13) that the Governor has authorized the following bid and quotation thresholds effective July 1, 2013,

	Bid Threshold	Quotation Threshold
Base Amount	\$26,000	\$3,900
With Qualified Purchasing Agent	\$36,000	\$5,400

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C NEW BUSINESS

C-1 Finance - (continued)

- c. Resolution For Increasing Bid Threshold and Appointing a Qualified Purchasing Agent subject to the provisions of N.J.S.A. 18A:18A-1 - (continued)

WHEREAS, Vincent Occhino, Interim School Business Administrator, has been appointed Purchasing Agent for the Roseland Board of Education,

WHEREAS, Roseland Board of Education desires to increase its bid and quotation thresholds as provided in N.J.S.A. 18A:18A-3;

NOW THEREFORE BE IT RESOLVED, that the governing body of the Roseland Board of Education, in the County of Essex in the State of New Jersey hereby increases its bid threshold to \$36,000 and its quotation threshold \$5,400 and be it further

RESOLVED, that the governing body hereby appoints Vincent Occhino, Interim School Business Administrator, as the Board's Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A et Seq., with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Roseland Board of Education."

- d. Approval of Bond Redemption – Series 05 Bonds

It is the RECOMMENDED MOTION of the Superintendent: "to approve payment of principle and interest on September 1, 2014 to Chase Manhattan Bank for the Roseland Board of Education as follows:

Series 2005 Remaining Payments		Series 2013 Refunding
Principle	\$520,000.00	\$ 10,000.00
Interest	<u>21,400.00</u>	<u>118,625.00</u>
	\$541,400.00	\$128,625.00

Combined Total: \$670,025.00"

- e. Approval of the Revised Source4Teachers Agreement

It is the RECOMMENDED MOTION of the Superintendent: "to approve the revised Source4Teachers Agreement which will provide substitute teachers and paraprofessionals to the district effective September 1, 2014 through November 30, 2014 as per the terms of the agreement."

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C NEW BUSINESS

C-1 Finance - (continued)

f. Approve the Purchase of Cafeteria Bench Tables

It is the RECOMMENDED MOTION of the Superintendent: "to approve the purchase of twelve (12) cafeteria bench tables at a cost of \$41,535.00. The cost of this purchase was determined by a cooperative bid administered by the Middlesex Regional Educational Services Commission."

g. Approve the Submission of the Classroom Hardware Replacement Project

It is the RECOMMENDED MOTION of the Superintendent: "to approve the submission of the Classroom Hardware Replacement Project at the Lester C. Noecker Elementary No. TBD) to the New Jersey Department of Education for review and department approval of an "other capital project" with no state funding and amendment of the 2005-2010 Long Range Facilities Plan, to be consistent with this project. Further, the Board authorizes Spiezle Architectural Group, Inc. to make this submission to the Department of Education on behalf of the district."

h. Approve the Submission of the School Intercom System Project

It is the RECOMMENDED MOTION of the Superintendent: "to approve the submission of the School Intercom System Project at the Lester C. Noecker Elementary No. TBD) to the New Jersey Department of Education for review and department approval of an "other capital project" with no state funding and amendment of the 2005-2010 Long Range Facilities Plan, to be consistent with this project. Further, the Board authorizes Spiezle Architectural Group, Inc. to make this submission to the Department of Education on behalf of the district."

i. Approval of the Superintendent's Accomplishment of the 2013-2014 Merit Goal

MOTION to approve the Superintendent's accomplishment of the 2013-2014 Merit Goal, Number 3 Quantitative."

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C NEW BUSINESS

C-1 Finance - (continued)

j. Resolution for Amended District Tax 2014-2015

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following:

RESOLVED that the amended amount of district taxes needed to meet the obligations of this Board during the school year 2014-2015 is \$7,001,230 General Fund plus \$737,165 Debt Service payment and that the Borough of Roseland is hereby requested to place in the hands of the Treasurer of School Monies that amount according to the following schedule in accordance with the statutes relating thereto:

<u>Date</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total</u>
July 1, 2014	\$ 583,435.87		\$ 583,435.87
August 1, 2014	\$ 583,435.83		\$ 583,435.83
September 1, 2014	\$ 583,435.83	\$368,582.00	\$ 952,017.83
October 1, 2014	\$ 583,435.83		\$ 583,435.83
November 1, 2014	\$ 583,435.83		\$ 583,435.83
December 1, 2014	\$ 583,435.83		\$ 583,435.83
January 1, 2015	\$ 583,435.87	\$368,583.00	\$ 952,018.83
February 1, 2015	\$ 583,435.87		\$ 583,435.83
March 1, 2015	\$ 583,435.83		\$ 583,435.83
April 1, 2015	\$ 583,435.83		\$ 583,435.83
May 1, 2015	\$ 583,435.83		\$ 583,435.83
June 1, 2015	<u>\$ 583,435.83</u>		<u>\$ 583,435.83</u>
Total	\$7,001,230.00	\$737,165.00	\$7,738,395.00"

New Business Matters, Section C-1 - Finance (MOTION by Mr. Farina, SECOND by Mrs. Gordon to approve Items a. through j.)

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

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C NEW BUSINESS

C-2 Facilities

a. 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
Stronge Training	9/3/14	9:00 a.m.-3:00 p.m.	Wednesday	Hosting Stronge Trg. (2) other districts	Media Center
Source4Teachers	8/27/14	10:00 a.m.-12:00 noon	Wednesday	Substitute Orientation	Multi-Purpose Rm.
*H.S.A.	9/26/14	5:00 p.m.-7:00 p.m.	Friday	Back to School Picnic	Back Playground
*H.S.A.	6/15/14 (Rain)	2:00 p.m.-9:00 p.m.	Monday	Family Fun Night (Rain Date Change)	Back of School

* Change or addition to schedule

New Business Matters, Section C-2 - Facilities (MOTION Ms. Parkinson, SECOND by Mr. Farina to approve Item a.)

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

C-3 Curriculum and Instruction

a. Approval of Curriculum

Annual approval is required of all subjects inclusive of all mandated state programs and services. Therefore, it is the RECOMMENDED MOTION of the Superintendent: "that Board of Education approval be given to the following areas of the curriculum listed below and the texts and/or materials used to implement them for the 2014-2015 school year:

21st Century Life and Careers, General Music, Instrumental Music, Language Arts, Library/Media, Preschool, Science, Social Studies, Technology, Visual Art, World Language, Health/Physical Education, Gifted and Talented, Mathematics."

New Business Matters, Section C-3 – Curriculum and Instruction (MOTION by Mrs. Gordon, SECOND by Ms. Parkinson to approve Item a.)

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

**BOARD OF EDUCATION
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C NEW BUSINESS

C-4 Personnel

- a. Acceptance of the Resignation from Giulia Catanzariti, Position Control No. 54

It is the RECOMMENDED MOTION of the Superintendent: “to approve the resignation from Giulia Catanzariti, Position Control No. 54, effective July 22, 2014.”

- b. Acceptance of the Resignation from Dolores Paliano, Position Control No. 11

It is the RECOMMENDED MOTION of the Superintendent: “to accept the resignation from Dolores Paliano, a teacher’s aide, Position Control No. 11, effective August 12, 2014.”

- c. Acceptance of the Resignation from Kaitlyn McGarrity, Position Control No. 54

It is the RECOMMENDED MOTION of the Superintendent: “to accept the resignation from Kaitlyn McGarrity, a teacher’s aide, Position Control No. 54, effective August 15, 2014.”

- d. Approval of HIB Coordinator

It is the RECOMMENDED MOTION of the Superintendent: “to appoint Laura Dacosta as HIB Coordinator for the 2014-2015 school year.”

- e. Approval of HIB Specialist

It is the RECOMMENDED MOTION of the Superintendent: “to appoint Amy Dahn as HIB Specialist for the 2014-2015 school year.”

- f. Approval of Student Counsel Co-Coordinaors

It is the RECOMMENDED MOTION of the Superintendent: “to approve Christina Melillo as Student Counsel Coordinator at a stipend of \$1,000 From September 4, 2014 to December 31, 2014 and Elissa Eccelston as Student Counsel Coordinator at a stipend of \$1,000 from January 1, 2015 to June 30, 2015.”

- g. Approve Colleen Kennedy - Teacher’s Aide, Position Control No. 54

It is the RECOMMENDED MOTION of the Superintendent: “to approve Colleen Kennedy as a Teacher’s Aid, Position Control No. 54 at an hourly rate of \$16.50 with no benefits for the 2014-2015 school year.”

**BOARD OF EDUCATION
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C NEW BUSINESS

C-4 Personnel - (continued)

h. Approve Jaclyn Puccetti – Teacher Aide for the 2014-2015 School Year

It is the RECOMMENDED MOTION of the Superintendent: “to approve Jaclyn Puccetti as a teacher aide, at a salary of \$16.50/hour for the 2014-2015 school year with no benefits.”

i. Approve Jennifer Novick – Teacher Aide for the 2014-2015 School Year

It is the RECOMMENDED MOTION of the Superintendent: “to approve Jennifer Novick as a teacher aide, at a salary of \$17.50 /hour for the 2014-2015 school year with no benefits.”

j. Approve Deborah Wallace – Teacher Aide for the 2014-2015 School Year

It is the RECOMMENDED MOTION of the Superintendent: “to approve Deborah Wallace as a teacher aide, at a salary of \$18.50 /hour for the 2014-2015 school year with no benefits.”

k. Approve Shannon Heil as a Student Observer

It is the RECOMMENDED MOTION of the Superintendent: “to approve Shannon Heil as a student observer to fulfill the required seventy-two (72) hours course work commencing in September 2014 at no cost to the Board.”

l. Appointment of Business Office Consultant

It is the RECOMMENDED MOTION of the Superintendent: “that the Board of Education of the Borough of Roseland approve Summit Management Solutions, LLC, Business Office Consultant, to replace Dr. Occhino for medical leave, from September 1, 2014 to June 30, 2015 at the discretion of the Board at the rate of \$75.00 per hour not to exceed \$519.00 per day.”

New Business Matters, Section C-4 - Personnel (MOTION by Mr. Farina, SECOND by Ms. Parkinson to approve Items a. through l.)

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 Member: Marianne Hans-McNeilly

Event: NJECC meetings

Location: Montclair, NJ

Purpose: Monthly Meetings

Date: September 19, October 17, November 21, December 19, 2014

January 16, February 27, March 10-12, April 17, May 15, June 12, 2015

Cost: Mileage at OMB rate (Membership Fee: \$825.00-PO#15H00033)

Staff Member: Lorraine Davidson

Event: F&R Determining Officials Seminar

Location: Parsippany, NJ

Purpose: Workshop

Date: August 26, 2014

Cost: Mileage at OMB rate

Staff Member: Lorraine Davidson

Event: F&R Verification Seminar

Location: Parsippany, NJ

Purpose: Workshop

Date: September 24, 2014

Cost: Mileage at OMB rate”

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

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

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C NEW BUSINESS

C-6 Miscellaneous

a. Approval of the Emergency Action Plan for Sudden Cardiac Arrests

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Emergency Action Plan for Sudden Cardiac Arrests.”

b. Approval of the 2014-2015 Student Code of Conduct

It is the RECOMMENDED MOTION of the Superintendent: “to approve the 2014-2015 Student Code of Conduct for the Roseland School District.”

New Business Matters, Section C-6 - Miscellaneous (MOTION by Mr. Farina, SECOND by Ms. Parkinson to approve Items a. and b.)

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

D CORRESPONDENCE

None.

E PUBLIC COMMENT

Mr. Burke asked about the Gifted & Talented program. Dr. Cleary responded it was SAGES.

F ANNOUNCEMENT OF MEETING – Regular Business Meeting – September 18, 2014

G ADJOURNMENT TO CLOSED SESSION

MOTION by Mr. Farina, SECOND by Ms. Parkinson to adjourn into closed session.

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

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H **ADJOURN TO CLOSED SESSION:** 8:29 p.m.

I **ADJOURNED:** 8:46 p.m.

Respectfully submitted,



Ernest J. Turner
Business Office Consultant