

**BOARD OF EDUCATION  
ROSELAND, NEW JERSEY**

**REGULAR BUSINESS MEETING**

**JUNE 15, 2015**

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REGULAR BUSINESS MEETING  
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**DATE**

June 15, 2015

**PRESENT BOARD MEMBERS**

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

**MEETING**

Regular Business Meeting

**ABSENT**

Mrs. DiGiacomo

**TIME**

6:30 p.m.

**ADJOURNED**

10:55 p.m.

**OTHERS PRESENT**

Mr. Burke, The Progress

**PLACE**

Lester C. Noecker School

**A-1 CALL TO ORDER and ROLL CALL****A-2 FLAG SALUTE****A-3 ADJOURNMENT TO CLOSED SESSION**

The Board is convening into executive session and will reconvene into public session immediately following the completion of the executive session agenda.

**A-4 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 prior to the regular business meeting to discuss matters relating to personnel.

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**A-4 RESOLUTION FOR CLOSED SESSION - (continued)**

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 Mr. Goldstein, SECOND by Ms. Parkinson to adjourn to closed session.

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

6:35 p.m. Adjourn to closed session

6:37 p.m. Mrs. DiGiacomo arrived

**A-5 RECONVENE TO PUBLIC SESSION**

7:35 p.m. Reconvened to public session

**A-6 ROLL CALL – Dr. Occhino**

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

**OTHERS PRESENT**

Mrs. Gross

Dr. Occhino

Mrs. Dacosta

Mr. Burke, The Progress

(8) Citizens

**A-7 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-8 APPROVAL OF MINUTES – Regular Business and Closed Session Minutes – June 1, 2015**

MOTION by Ms. Parkinson, SECOND by Mr. Goldstein that the minutes of the regular business and closed session minutes of June 1, 2015 be approved.

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

**A-9 SUPERINTENDENT’S REPORT**

- Assessment Report – Mrs. Gross discussed the results of the assessment study conducted over the 2014-2015 school year, recommending fewer assessments going forward. She also thanked Dr. Occhino for his service as Interim Business Administrator for the past two years.
- HIB Monthly Report – No incidents to report.

**A-10 BUSINESS ADMINISTRATOR’S REPORT**

- Monthly Financials – Dr. Occhino explained the annual appointments and financial designations. He reported on other agenda items.

**A-11 PRINCIPAL’S REPORT**

- School Updates – Mrs. Dacosta’s report included comments on the talent show, art show, HSA meeting, Move-Up Day, Field Day and the awards assembly scheduled for Friday.

**A-12 BOARD COMMITTEE REPORTS**

- a. President’s Report – President Mastrangelo thanked Mrs. Dacosta and Dr. Occhino for their contributions to the school and wished them well in their future endeavors. He reminded the Board that the board’s annual goal planning session will be held prior to the next board meeting on July 23, 2015.
- b. Committee Reports – No reports.

**A-13 PUBLIC COMMENT**

Opened at 8:30 p.m.

A community member requested information regarding Source4Teachers, and Superintendent’s Gross’ assessment report and merit goals, professional development fees, special services costs, board legal

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**A-13 PUBLIC COMMENT - (continued)**

costs, possibility of including the long agenda, communicating the agenda to parents when available, possibility of filming or podcasting the board meetings and providing more clarity on budget line items.

Closed at 9:15 p.m.

**B OLD BUSINESS**

None.

**C NEW BUSINESS**

**C-1 ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

a. Appointment of Health Insurance Broker – Brown & Brown Benefit Advisors

It is the RECOMMENDED MOTION of the Superintendent: “that the Board of Education of the Borough of Roseland appoints Brown & Brown, Livingston, N.J. to serve as Health Insurance Broker, effective July 1, 2015 through June 30, 2016.”

b. Appointment of Property & Casualty Broker – Centric Insurance Agency

It is the RECOMMENDED MOTION of the Superintendent: “that the Board of Education of the Borough of Roseland appoints Centric Insurance Agency, New Providence, N.J., to serve as Property & Casualty Broker effective July 1, 2015 through June 30, 2016.”

c. Authorize Bonding of Board Secretary

BE IT RESOLVED: “that the Board approves Bonding for the Secretary’s Bond to be effective July 1, 2015 through June 30, 2016.”

d. Appointment of Treasurer of School Monies

It is the RECOMMENDED MOTION of the Superintendent: “that the Board of Education of the Borough of Roseland appoints Michael Falkowski, Treasurer of the Roseland Board of Education from July 1, 2015 to June 30, 2016.”

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**C NEW BUSINESS**

**C-1 ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

e. Authorize Bonding of Treasurer of School Monies

BE IT RESOLVED: “that the Board approves Bonding for the Treasurer of School Monies to be effective July 1, 2015 through June 30, 2016.”

f. Authorize Payment of Bills Between Board Meetings

RESOLVED that the Roseland Board of Education designates the School Business Administrator to audit and approve account and demands for payment prior to presentation to the Board for emergency hand checks and the June 30<sup>th</sup> bill list. Any such approval shall be presented to the Board for ratification at their next meeting as per Title 18A:19-4.1.

g. Appointment of Board Attorney

WHEREAS, there exists a need for the performance of these services for the Board of Education of the Borough of Roseland in the County of Essex and

WHEREAS, funds have been provided for such professional services

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Roseland in the County of Essex as follows:

- i. Matthew J. Giacobbe of the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC, 169 Ramapo Valley Rd., Upper Level 105, Oakland, N.J. be appointed as attorney.
- ii. This appointment is awarded without competitive bidding under the provisions of the ‘Local Contract Law’ of New Jersey.

<u>Rate Per Hour</u>	<u>Services of</u>
\$145.00	All Attorneys
90.00	Law Clerks/Paralegals

For the full school year July 1, 2015 to June 30, 2016”



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**C     NEW BUSINESS**

**C-1   ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

h.     Appointment of Auditor

WHEREAS, there exists a need for the performance of this service for the Board of Education of the Borough of Roseland in the County of Essex and;

WHEREAS, funds have been provided for such professional services;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Roseland, in the County of Essex as follows:

- i.     Nisivoccia & Company LLP, 200 Valley Road, Suite 300, Mt. Arlington, N.J. 07856, be appointed to serve as auditor.
- ii.    This appointment is awarded without competitive bidding under the provisions of the "Local Public Contract Law of New Jersey.

For a fee of \$17,610.00 for the full school year July 1, 2015 to June 30, 2016."

i.     Appointment – Affirmative Action Officer

It is the RECOMMENDED MOTION of the Superintendent: "to appoint Lee DeVita as Affirmative Action Officer from July 1, 2015 through June 30, 2016."

j.     Appointment of School Physician – Dr. Jean Makhoulf

It is the RECOMMENDED MOTION of the Superintendent: "that the Board of Education of the Borough of Roseland appoints Dr. Jean Makhoulf, Roseland, N.J. to serve as School Physician effective July 1, 2015 through June 30, 2016."

k.     Appointment of Integrated Pest Management (IPM) Coordinator

The Board must appoint an Integrated Pest Management (IPM) Coordinator per Federal and State requirements. It is the RECOMMENDED MOTION of the Superintendent: "to appoint David Siclari, Head Custodian of Lester C. Noecker School, as the Integrated Pest Management (IPM) Coordinator from July 1, 2015 through June 30, 2016."

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**C NEW BUSINESS**

**C-1 ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

**l. Appointment of Asbestos Management Officer**

The Board must appoint an Asbestos Management Officer per Federal and State requirements. It is the RECOMMENDED MOTION of the Superintendent: “to appoint David Siclari, Head Custodian of Lester C. Noecker School, as Asbestos Management Officer from July 1, 2015 through June 30, 2016.”

**m. Appointment of Indoor Air Quality Designee**

The Board must appoint an Air Quality Designee per Federal and State requirements. It is the RECOMMENDED MOTION of the Superintendent: “to appoint David Siclari, Head Custodian of Lester C. Noecker School, as Indoor Air Quality Designee from July 1, 2015 through June 30, 2016.”

**n. Appointment of Right to Know Officer**

The Board must appoint a Right to Know Officer per Federal and State requirements. It is the RECOMMENDED MOTION of the Superintendent: “to appoint David Siclari, Head Custodian of Lester C. Noecker School, as Right to Know Officer from July 1, 2015 through June 30, 2016.”

**o. Appointment of Chemical Hygiene Officer**

The Board must appoint a Chemical Hygiene Officer per Federal and State requirements. It is the RECOMMENDED MOTION of the Superintendent: “to appoint David Siclari, Head Custodian of Lester C. Noecker School, as Chemical Hygiene Officer from July 1, 2015 through June 30, 2016.”

**p. Appointment of AHERA Coordinator**

The Board must appoint an AHERA Coordinator per Federal and State requirements. It is the RECOMMENDED MOTION of the Superintendent: “to appoint David Siclari, Head Custodian of Lester C. Noecker School, as AHERA Coordinator from July 1, 2015 through June 30, 2016.”

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**C NEW BUSINESS**

**C-1 ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

q. Appointment of Department of Children & Families (DCF) Liaison – Kathleen Shelley, LSW

It is the RECOMMENDED MOTION of the Superintendent: “to appoint Kathleen Shelley as the DCF (formerly DYFS) Liaison from July 1, 2015 through June 30, 2016.”

r. Appointment of Homeless Liaison – Kathleen Shelley, LSW

It is the RECOMMENDED MOTION of the Superintendent: “to appoint Kathleen Shelley, LSW as the Homeless Liaison from July 1, 2015 through June 30, 2016.”

s. Appointment of District Educational Stability Liaison – Kathleen Shelley, LSW

It is the RECOMMENDED MOTION of the Superintendent: “to appoint Kathleen Shelley, LSW as the District Educational Stability Liaison from July 1, 2015 through June 30, 2016.”

t. Appointment of McKinney-Vento Liaison – Kathleen Shelley, LSW

It is the RECOMMENDED MOTION of the Superintendent: “to appoint Kathleen Shelley, LSW as the McKinney-Vento Liaison from July 1, 2015 through June 30, 2016.”

u. Appointment of 504 Committee Coordinator – Lynn Cummings

It is the RECOMMENDED MOTION of the Superintendent: “to appoint Lynn Cummings as the 504 Committee Coordinator from July 1, 2015 through June 30, 2016.”

v. Appointment of Purchasing Agent

It is the RECOMMENDED MOTION of the Superintendent: “that the following resolution be adopted to appoint the School Business Administrator, as Purchasing Agent.

WHEREAS, N.J.S.A. 18A:18A-3a, permits boards of education to grant authorization to its appointed purchasing agent the right to negotiate and award contracts below the bid threshold; and purchase and sell securities on behalf of the Roseland Board of Education.”

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**C NEW BUSINESS**

**C-1 ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

v. Appointment of Purchasing Agent - (continued)

WHEREAS, Roseland Board of Education desires to do the above pursuant to this resolution,

RESOLVED, that the governing body of the Roseland Board of Education, in the County of Essex, in the State of New Jersey hereby establishes its bid threshold pursuant to 18A:18a 3, at \$36,000; and be it further,

RESOLVED, that the governing body hereby appoints the 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. and grants authority, responsibility, and accountability of the purchasing activity of the Roseland Board Education July 1, 2015 through June 30, 2016."

w. Approval of Petty Cash Fund

It is the RECOMMENDED MOTION of the Superintendent: "to approve the establishment of a petty cash fund to be maintained in the Board Office in the amount of \$500.00, Principal's Office in the amount of \$200.00 maintained by the Principal's Office, and Facilities Department in the amount of \$200.00 maintained by the Facilities Office from July 1, 2015 through June 30, 2016."

x. Designation of Tax Sheltered Annuity Companies

BE IT RESOLVED: "that the Board approves the following tax sheltered annuity companies to provide service to the employees of the Roseland Board of Education: AXA Equitable, Metropolitan Life Insurance Company, The Legend Group, Lincoln Investments and Valic from July 1, 2015 through June 30, 2016."

BE IT RESOLVED: "that the Board approves the following companies to provide voluntary insurance plans to the employees of the Roseland Board of Education: Educator Insurance Services, Prudential, and AFLAC from July 1, 2015 through June 30, 2016."

y. Designation of Companies to Provide Voluntary Insurance

BE IT RESOLVED: "that the Board approves the following companies to provide voluntary insurance plans to the employees of the Roseland Board of Education: Educator Insurance Services, Prudential, and AFLAC from July 1, 2015 through June 30, 2016."

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**C NEW BUSINESS**

**C-1 ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

z. Designation of Signatories

BE IT RESOLVED: “that the Board approves the signatures of the President or Vice President, the Secretary and Treasurer of School Monies and School Business Administrator be required on all checks in the payment of bills and claims against the Board of Education of the Borough of Roseland from July 1, 2015 through June 30, 2016.”

aa. Designation of Alternate Signature for Treasurer of School Monies

BE IT RESOLVED: “that the Board approves Lisa Gross, Superintendent of Schools, as the alternate signature for the Treasurer of School Monies on all checks in the payment of bills and claims against the Board of Education of the Borough of Roseland from July 1, 2015 to June 30, 2016.”

bb. Depositories for District Funds

BE IT RESOLVED: “that the Board approves the designation of TD Bank as depository for funds of the Board of Education of Roseland, Hudson City Savings Bank as a depository of funds for the Student Activities Account of the Lester C. Noecker School from July 1, 2015 through June 30, 2016.”

cc. Approval of Maximum Travel Expenditures for 2015-2016 School Year

It is the RECOMMENDED MOTION of the Superintendent: “to approve the following resolution;

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

The board resolution shall also include the maximum amount established for the prebudget year and the amount spent to date;

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**C-1 ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

cc. Approval of Maximum Travel Expenditures for 2015-2016 School Year - (continued)

Whereas, the Roseland Board of Education established \$25,000 for the 2015-2016 school year.

Now Therefore Be It Resolved, that the Roseland Board of Education hereby establishes the school district travel maximum for the 2015-2016 school year at the sum of \$25,000, which includes board members, administrators, teachers, custodians and support staff.”

dd. Appointment of Public Agency Compliance Officer

In accordance with N.J.A.C. 17:27-3.5, each public agency shall designate an individual to serve as its Public Agency Compliance Officer or P.A.C.O. The P.A.C.O. is the liaison between the Division and the service provider. The service provider shall include but shall not be limited to goods and services vendors, professional service vendors and construction contractors. The P.A.C.O. is the Public Agency’s point of contact for all matters concerning the implementation and administration of the statute. The P.A.C.O. is also responsible for administering contracting procedures pertaining to equal employment opportunity. As such, the P.A.C.O. must have the authority to recommend changes to effectively support the implementation of the statute and its regulations.

Each year, all Public Agencies are required to submit the name, title, address, telephone number, fax and e-mail address of the P.A.C.O. designated by the Public Agency. This information must be submitted to the Division no later than January 10<sup>th</sup> of each year.

However, it shall be the responsibility of the Public Agency to update the P.A.C.O. designation at any time during the year if any changes are made concerning the designated P.A.C.O.

It is the RECOMMENDED MOTION of the Superintendent: “to appoint the Business Administrator/Board Secretary, as the designated Public Agency Compliance Office as per New Jersey Statute N.J.A.C. 17:27-3.5 from July 1, 2015 through June 30, 2016.”

ee. Approve the New Jersey Schools Insurance Group Agreement for the 2015-2018 School Year

THIS AGREEMENT, made this 15th day of June, 2015, in the County of Essex State of New Jersey, by and between New Jersey Schools Insurance Group, hereinafter referred to as “NJSIG”, and the Board of Education of the Roseland School District, hereinafter referred to as “Educational Institution”;

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**C     NEW BUSINESS**

**C-1   ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

- ee.    Approve the New Jersey Schools Insurance Group Agreement for the 2015-2018 School Year  
- (continued)

WHEREAS, the NJSIG seeks to provide its members with protection, services and savings relating to insurance and self-insurance;

WHEREAS, two or more educational institutions have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto;

WHEREAS, the Educational Institution has resolved to apply for and/or renew its membership with NJSIG; and

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG.

NOW, THEREFORE, it is agreed as follows:

1.     The Educational Institution hereby establishes/renews its membership with NJSIG for a three (3) year period, beginning July 1, 2015, and ending July 1, 2018 at 12:01 a.m. eastern standard time.
2.     The Educational Institution agrees to participate in NJSIG with respect to the types of coverage stated in the Renewal of Membership Resolution, attached hereto as Exhibit "A".
3.     The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG and as from time to time amended by NJSIG and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.
4.     The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG Plan of Risk Management.

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**C     NEW BUSINESS**

**C-1   ANNUAL APPOINTMENTS AND FINANCIAL DESIGNATIONS – July 1, 2015 through June 30, 2016**

- ee.    Approve the New Jersey Schools Insurance Group Agreement for the 2015-2016 School Year  
- (continued)
5.     In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liability of each and every member of NJSIG all of whom, as a condition of membership in NJSIG, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.
  6.     If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand.
  7.     The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations.
  8.     NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1 *et. seq.* and such other statutes and regulations as may be applicable.
  9.     The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute this Agreement to renew membership.

New Business Matters, Section C-1 Annual Appointments and Financial Designations MOTION by Mrs. DiGiacomo, SECOND by Mr. Goldstein to approve Items a. through ee.

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



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**C NEW BUSINESS**

**C-2 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 May 31, 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 overexpended 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 Report of Treasurer of School Monies – May 31, 2015

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Report of Treasurer of School Monies for the period ending May 31, 2015."

c. Acceptance of Board Secretary's Report – May 31, 2015

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Board Secretary's Report for the period ending May 31, 2015."

d. Approval for Payments of Bills and Claims – June 15, 2015

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following enclosed Payment of Bills and Claims for the period ending June 15, 2015:

General Fund	\$59,602.66
Fund 60	\$14,155.47"

e. Acceptance of Cafeteria Report – May 31, 2015

It is the RECOMMENDED MOTION of the Superintendent: "to accept the enclosed Cafeteria Report for the period ending May 31, 2015."

f. Line Item Transfers – May 2015

It is the RECOMMENDED MOTION of the Superintendent: "to approve the Budget Transfers for the month of May 2015 in the amount of \$20,000.00 per the enclosed report."

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**C     NEW BUSINESS**

**C-2   Finance**

- g.     Approval to Join the New Jersey School Boards Association Insurance Group/NJEIF 2015-2016

It is the RECOMMENDED MOTION of the Superintendent: “to approve the following resolution:

WHEREAS, N.J.S.A. 18A:18B-1, *et seq.*, enables school districts to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage in the areas of insurance and self-insurance and related services; and

WHEREAS, the Board of Education of the Roseland District desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Board of Education of the Roseland District finds that the best and most efficient way of securing this protection and services is by cooperating with other school districts across the State of New Jersey;

WHEREAS, the Board of Education of the Roseland District under its obligations as a member of the New Jersey School Boards Association Insurance Group does allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of this Group.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE ROSELAND DISTRICT:

THAT the Board of Education of Roseland joins with other school districts in organizing and becoming members of the New Jersey School Boards Association Insurance Group; and

THAT, by adoption and signing of this resolution, the Board of Education is hereby renewing membership in the New Jersey School Boards Association Insurance Group in accordance with the terms of the attached Indemnity and Trust Agreement, from July 1, 2015 to June 30, 2016 for the following types of insurance:

Property	EDP	Automobile Liability
Equipment Breakdown	Crime/Bonds	Umbrella/Excess
Auto Physical Damage	General Liability	Errors Omissions”

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**C     NEW BUSINESS**

**C-2   Finance**

h.     Approve Filing of the Certification of Implementation of the Corrective Action Plan

It is the RECOMMENDED MOTION of the Superintendent: "to approve the filing of the Certification of Implementation of the Corrective Action Plan for the Roseland Board of Education for the Fiscal Year ended June 30, 2015 with the New Jersey Department of Education."

i.     Approve Construction Contractors of New York Corp. for Vestibule Project

It is the RECOMMENDED MOTION of the Superintendent: "WHEREAS, the Roseland School District Board of Education (hereinafter referred to as the "Board") advertised for bids for Vestibule Alterations at the Lester C. Noecker School (hereinafter referred to as the "Project"); and

WHEREAS, on May 21, 2015, the Board received two (2) bids for the Project; and

WHEREAS, the lowest Base Bid in the amount of \$54,900.00 and Alternate 1 for the cost of Door #01 installed as specified with Hardware in the amount of \$3,755.00 for a total Bid of \$58,655.00 was submitted by Construction Contractors of New York Corp., having a place of business located at 208 Russell Place in Hackensack, New Jersey, (hereinafter referred to as "Construction Contractors"), which bid is responsive in all material respects.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The bid for Vestibule Alterations, including Alternate #01 at the Lester C. Noecker School is hereby awarded to Construction Contractors in the amount of \$58,655.00.
2. This award is expressly conditioned upon Construction Contractors furnishing the requisite insurance certificate and performance bond as required in the project specifications.
3. The Board President and Interim Secretary are hereby authorized to execute such agreements and any other documents necessary to effect the terms of this Resolution.

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**C NEW BUSINESS**

**C-2 Finance**

j. Approve Submission of the IDEA Application - FY 2016

It is the RECOMMENDED MOTION of the Superintendent: Be It Resolved that the Roseland Board of Education approves the submission of the IDEA Grant Application – Fiscal Year 2016 for the following amounts:

Basic:	\$93,592
Preschool:	\$4,923”

k. Approve the Submission of the No Child Left Behind Application - FY 2016

It is the RECOMMENDED MOTION of the Superintendent: “Be It Resolved that the Roseland Board of Education approve the submission of the No Child Left Behind application – Fiscal Year 2016 for the following amounts:

Title I, Part A	\$31,870
Title II, Part A	\$6,120

k. Approve the Submission of the No Child Left Behind Application - FY 2016 - (continued)

Be It Further Resolved, that the Roseland Board of Education not apply for the following categories:

Title III	\$1,657
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l. Stipends for Additional Duties 2015-2016

The following staff members have performed various extra duties beyond their contractual obligations. It is the RECOMMENDED MOTION of the Superintendent: “to approve the following staff members for additional duties for the 2015-2016 school year, \*pending completion of contract negotiations:

Frank Pane, School Newspaper	\$ 2,000.00*
Christina Melillo, Student Council	\$ 2,000.00**

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**C     NEW BUSINESS**

**C-2   Finance**

m.     Tuition Reimbursement for 2014-2015

For having successfully completed approved graduate courses, It is the RECOMMENDED MOTION of the Superintendent: "to approve tuition reimbursement payments in the amounts as indicated to the following staff members:

Frances Noronha	\$1,600
Susan Murphy-Tesoriero	\$1,600
Daniella Rivera	\$1,600

n.     Approve the Notice of Awarded Contracts for the 2015-2016 School Year

It is the RECOMMENDED MOTION of the Roseland Board of Education pursuant to PL 2015, Chapter 47 intends to renew, award, or permit to expire the contracts listed below and previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200.

Achieve 3000	Glenview Academy
Advanced Office Supplies	Halle Bing Smith - Pearson
Amazon.com	Heinemann Publishing
Apple	Jennifer Serravallo
Brainpop	Keyboard Consultants
CDW-G	Machio's Food Service, Inc.
Chapel Hill	MyLearningPlan
Cleary Giacobbe Alfieri Jacobs	New Jersey Outreach
Comcast	Nisivoccia, LLP
Delcom Group	Northwest Evaluation Association
Dell Computer	Oncourse Systems

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**C NEW BUSINESS**

**C-2 Finance**

- n. Approve the Notice of Awarded Contracts for the 2015-2016 School Year - (continued)

Demco	Promedia
Discovery Education	Rose Newman, PT
eBackpack Inc.	Solutions Architecture Corporation
Ed Data Services, Inc.	Source4Teachers
Edument	Summit Management
Encyclopedia Britannica	Surveymonkey.com
Follett Software	Sussex County Reg. Transportation Co-op
Genesis	Typingclub.com
Gieger Visual Communications	Velma Conway, OT
	Verizon Wireless

- o. Approve Phoenix Advisors, LLC. as Continuing Disclosure Agent

It is the RECOMMENDED MOTION of the Superintendent: “to resolve that the Roseland Board of Education approves the agreement submitted by Phoenix Advisors, LLC to serve as the Continuing Disclosure Agent and perform the required scheduled filings of certain financial and statistical information within prescribed timeframes promulgated by SEC Rule 15c:2-12, a crucial prerequisite to access the bond and note markets to finance important capital projects for an annual fee of \$650.00.”

- p. Approve EdNet Technologies, LLC for Software Maintenance-IEP Planner/IEP Planner Plus

It is the RECOMMENDED MOTION of the Superintendent: “to approve EdNet Technologies, LLC to maintain the IEP Planner/IEP Planner Plus software commencing July 1, 2015 through June 30, 2016 at a cost of \$2,497.00.”

- q. Approve the Glenview Academy Tuition Agreement for the 2015-2016 School Year

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Glenview Academy tuition agreement for the 2015-2016 school year.”

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**C NEW BUSINESS**

**C-2 Finance**

r. Approval of Tuition Payment for Out-of-District Placement

It is the RECOMMENDED MOTION of the Superintendent: “to accept the contract for SID #9073385680 at New Jersey Outreach/KDDS TOO, Inc. for speech therapy services in the amount of \$145.00/hour, one (1) sixty (60) minute session per week commencing July 6, 2105 through June 30, 2016.”

s. Approval of Jean Fitzgibbons Movement on the Salary Guide

It is the RECOMMENDED MOTION of the Superintendent: “to approve Jean FitzGibbon’s movement on the salary guide to Step 7, MA+15 at an annual salary of \$62,085.00, effective September 1, 2015 pending completion of contract negotiations.”

t. Approve Jennifer Serravallo as a Literacy Consultant – 2015-2016 School Year

It is the RECOMMENDED MOTION of the Superintendent: “to approve Jennifer Serravallo as a Literacy Consultant at a rate of \$3,000.00/day not to exceed ten (10) days.”

u. Approve Attendance at the New Jersey Kindergarten Education Association Seminar

It is the RECOMMENDED MOTION of the Superintendent: “to approve attendance at the New Jersey Kindergarten Education Association Seminar for the following staff for three (3) days/five (5) hours/day at a rate of \$55.00/hour, pending completion of contract negotiations:

Megan Barone  
Elissa Eccelston

Lori McGarth  
Marie Hardenberg”

v. Approve Sheryl Ljubicich and Jason Giumara, Curriculum Writing

It is the RECOMMENDED MOTION of the Superintendent: “to approve Sheryl Ljubicich and Jason Giumara to write school-wide enrichment program curriculum at a rate of \$55.00/hour, pending completion of contract negotiations, not to exceed five (5) hours.”

w. Approval of the Superintendent’s Accomplishment of Merit Goals – 2014-2015

MOTION “to approve the Superintendent’s accomplishment of the 2014-2015 Merit Goals, Qualitative Numbers 1 and 2.”

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**C NEW BUSINESS**

**C-2 Finance**

- x. Approve the Renewal of Source4Teachers for the 2015-2016 School Year **TABLED**

It is the RECOMMENDED MOTION of the Superintendent: "to approve the renewal of Source4Teachers to provide substitute services to the district for the 2015-2016 school year at the following rates for daily teachers \$126.00/day, paraprofessionals \$105.00/day and half-day rates teachers \$63.00 and half-day paraprofessionals \$52.50/day."

- y. Professional Services Proposal - Noecker School Repaving Project

"Be It Resolved that the Roseland Board of Education approves the proposal submitted by Solutions Architecture and their Site Consultant ACS to provide professional architectural and engineering services necessary to address the deteriorating conditions of the existing main parking lot, rear playground and sub lot. The project will include pavement reconstruction, milling and resurfacing and miscellaneous curb, drainage and signage improvements.

BE IT FURTHER RESOLVED that this project will be provided for out of the District Budget and will not be submitted for State Funding; however the project will be submitted to the Department of Education for record and coordination with the District's LRFP, and;

BE IT FURTHER RESOLVE that the architect will Contact DOE regarding the upcoming project to inform them of submission of plans and review the project, and;

NOW THEREFORE BE IT RESOLVED that the fee of \$18,500.00 (Dollars), plus deliverable expenses to Solutions Architecture and Site Consultant ACS is based upon the scope of work outlined in the submitted proposal."

New Business Matters, Section C-2 Finance MOTION by Mrs. DiGiacomo, SECOND by Mr. Goldstein to approve Items a. through y.

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

**C-3 Personnel**

- a. Approve Danielle Boggio as a 2015 Summer Enrichment Teacher

It is the RECOMMENDED MOTION of the Superintendent: "to approve Danielle Boggio as a 2015 Summer Enrichment teacher, replacing Brenda Bogdan, working from 9:00 a.m. to 12:00 p.m., July 6-July 31, 2015, at a rate of \$80.00/day."



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**C     NEW BUSINESS**

**C-3   Personnel**

b.     Approval of the Morning Supervisors for the 2015-2016 school year

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following as the morning supervisors for the 2015-2016 school year, \*rates pending completion of contract negotiations:

Mark Mansour – from 8:30-8:50 (20 minutes) at a rate of \$10.00\* per day or \$1800.00 for the year if he supervises every day.

Sue Groome – from 8:30-8:50 (20 minutes) at a rate of \$10.00\* per day or \$1800.00 for the year if she supervises every day.

Marie Hardenberg – from 8:30-8:50 (20 minutes) at a rate of \$10.00\* per day or \$1800.00 for the year if she supervises every day.

Jeannie Fitzgibbons – from 8:30-8:50 (20 minutes) at a rate of \$10.00\* per day or \$1800.00 for the year if she supervises every day.

Christina Melillo – from 8:30-8:50 (20 minutes) at a rate of \$10.00\* per day or \$1800.00 for the year if she supervises every day.

Debbie Sessa – Early Morning Care supervisor from 7:30-8:30 at a rate of \$20.00\* per day or \$3600.00 for the year if she supervises every day.

New Business Matters, Section C-3 Personnel MOTION by Ms. Parkinson, SECOND by Mrs. DiGiacomo to approve Items a. through b.

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

**D     CORRESPONDENCE**

President Mastrangelo read a letter sent to the Board by a parent regarding the use of electronics in school. The Board President mentioned that he received a thank you for Mrs. Hans-McNeilly for her retirement gift.

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**E**     PUBLIC COMMENT

Opened at 9:25 p.m.

Topics raised during public comment included:

Source4Teachers, Superintendent Merit Goals, the appointments listed on the agenda, literacy consultant fees and the stipends.

Closed at 10:45 p.m.

**F**     ANNOUNCEMENT OF MEETING

**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 prior to the regular business meeting to discuss matters relating to personnel and facilities.

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

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

**H**     ADJOURNMENT TO CLOSED SESSION

Time: 10:55 p.m.

Respectfully submitted,



Vincent J. Occhino, Ed.D.

Interim Business Administrator/Board Secretary