

**ROSELLE BOARD OF EDUCATION
ROSELLE, NEW JERSEY**

**REGULAR MEETING AGENDA
MONDAY, MAY 11, 2015**

GOVERNANCE

PRESENTATIONS

I. HIB REPORTING

Harassment, Intimidation and Bullying (HIB) Reporting for the 2014/2015 School Year – Report Period 2 Incidents (March 2015 and April 2015) – Dr. Kevin R. West, Superintendent of Schools

HIB RESOLUTION

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Roselle Board of Education hereby affirms the Roselle Public Schools (HIB) Harassment, Intimidation and Bullying Investigation Reporting for the 2014/2015 School Year, Report Period 2 Incidents (March 2015 and April 2015), which was presented to the Roselle Board of Education and Public at its May 11, 2015 Regular Board of Education Meeting [Attachment I].

SUPERINTENDENT’S RECOMMENDATIONS

APPROVALS

I. Instructional

1. Upon the recommendation of the Superintendent of Schools, approve the attendance of Leeanne Arpaio and Arlene Ringwood, First Grade Teachers, Harrison Elementary School, at the *What's New in First Grade, The Latest Educational Trends, Resources and Strategies to Enhance Your First Grade Classroom Program Seminar*, to be held Tuesday, May 19, 2015, in New Brunswick, New Jersey, at a registration cost of \$235.00, per Teacher, plus mileage reimbursement, subject to the submission and verification of duly authorized vouchers and receipts; the Board having determined that attendance, at the *What's New in First Grade, The Latest Educational Trends, Resources and Strategies to Enhance Your First Grade Classroom Program Seminar* is directly related to and within the scope of the First Grade Teachers' current responsibilities and is aligned with the school district's professional development plan; and the Board having further determined that attendance at the *What's New in First Grade, The Latest Educational Trends, Resources and Strategies to Enhance Your First Grade Classroom Program Seminar* is critical to the instructional needs of the school district or furthers the efficient operation of the school district and is in compliance with State and Federal travel payment guidelines [Website reference: www.ber.org].

2. Upon the recommendation of the Superintendent of Schools, approve the attendance of Karen Tanner-Oliphant, Supervisor of Testing, District, at the *International Society for Technology in Education (ISTE) 2015 Conference*, to be held Sunday through Wednesday, June 28, 2015 through July 1, 2015, at the Pennsylvania Convention Center in Philadelphia, Pennsylvania, at a total cost not to exceed \$711.00, as follows, subject to the submission and verification of duly authorized vouchers and receipts, the Board having determined that attendance at the *International Society for Technology in Education (ISTE) 2015 Conference* is directly related to and within the scope of the Supervisor of Testing's current responsibilities and the school district's professional development plan; and the Board having further determined that the Supervisor of Testing's attendance at the *International Society for Technology in Education (ISTE) 2015 Conference* is critical to the instructional needs of the school district, furthers the efficient operation of the school district, and is in compliance with State and Federal travel payment guidelines [Website reference: <https://www.isteconference.org/2015>]:

Registration:	\$433.00
Lodging:	0.00
Meals:	198.00
Travel (Parking):	<u>80.00</u>
Total:	\$711.00

3. Upon the recommendation of the Superintendent of Schools, approve the attendance of Dr. Dana Walker, Assistant Superintendent for Curriculum & Instruction, at the *International Society for Technology in Education (ISTE) 2015 Conference*, to be held Sunday through Wednesday, June 28, 2015 through July 1, 2015, at the Pennsylvania Convention Center in Philadelphia, Pennsylvania, at a total cost not to exceed \$711.00, as follows, subject to the submission and verification of duly authorized vouchers and receipts, the Board having determined that attendance at the *International Society for Technology in Education (ISTE) 2015 Conference* is directly related to and within the scope of the Assistant Superintendent for Curriculum & Instruction's current responsibilities and the school district's professional development plan; and the Board having further determined that the Assistant Superintendent for Curriculum & Instruction's attendance at the *International Society for Technology in Education (ISTE) 2015 Conference* is critical to the instructional needs of the school district, furthers the efficient operation of the school district, and is in compliance with State and Federal travel payment guidelines [Website reference: <https://www.isteconference.org/2015>]:

Registration:	\$433.00
Lodging:	0.00
Meals:	198.00
Travel (Parking):	<u>80.00</u>
Total:	\$711.00

II. Personnel

A. Retirements, Resignations and Appointments

4. Upon the recommendation of the Superintendent of Schools, accept the retirement of Donna Muldrow, Grade Two Classroom Teacher, Washington Elementary School, effective July 1, 2015.
5. Upon the recommendation of the Superintendent of Schools, accept the resignation of David Block, School Business Administrator/Board Secretary, effective June 30, 2015.

6. Upon the recommendation of the Superintendent of Schools, accept the resignation of Dr. Ana Maria Sequeira, Grade Five Science Teacher, Leonard V. Moore Middle School, effective July 1, 2015.
7. Upon the recommendation of the Superintendent of Schools, accept the resignation of Cesar Escurra, CTE Teacher, Abraham Clark High School, effective on or before June 14, 2015 pending the effective starting date of a Board approved replacement.
8. Upon the recommendation of the Superintendent of Schools, accept the resignation of Guerda Charles, Classroom Aide/Paraprofessional, Kindergarten Success Academy, effective June 26, 2015.
9. Upon the recommendation of the Superintendent of Schools, approve the appointment of Karen Kent and Jacqueline King, G & T Program Teachers, and Maryellen Moffitt, G & T Program Teacher/Coordinator, as Curriculum Writers for the Gifted and Talented Program, not to exceed a total of forty-five (45) hours, fifteen (15) hours per Curriculum Writer, at the rate of \$34.21* per hour, at a cost of \$513.15* per Curriculum Writer, for a total cost not to exceed \$1,539.45*, effective May 12, 2015 through June 30, 2015.
10. Upon the recommendation of the Superintendent of Schools, approve the appointment of Tracey Williams, English Teacher, Abraham Clark High School, as Curriculum Writer for the ACHS Journalism Course, not to exceed a total of forty-five (45) hours, at the rate of \$34.21* per hour, at a cost not to exceed \$1,539.45*, effective May 12, 2015 through June 30, 2015 [Curriculum Writing Account 11-000-221-104-XX-108 Funded].
11. Upon the recommendation of the Superintendent of Schools, approve retroactively the appointment of Patricia Lawrence as a Long-Term Substitute Special Education Teacher, Certificated, Harrison Elementary School, effective April 14, 2015 through May 18, 2015, at the rate of \$195.00 per day, as per the Board approved Compensation Rate Schedule [Replacement for Ronnie Shupe – Annual Salary \$57,166.00].
12. Upon the recommendation of the Superintendent of Schools, approve the appointment of Vertonia Estil-Sauveur, as a Long-Term Substitute Special Education Inclusion Teacher, Certificated, Grace Wilday Junior High School, at the rate of \$195.00 per day, as per the Board approved Compensation Rate Schedule, effective May 12, 2015 through June 23, 2015 [Replacement for Courtney Capizzi – Annual Salary \$51,123.00].
13. Upon the recommendation of the Superintendent of Schools, approve the appointment of Ivy Hall-Abraham as Secretary, Special Services Department, Step 6 of the REA Secretaries Salary Guide – 12 months, at an annual salary of \$36,636.00*, prorated, effective May 12, 2015 through June 30, 2015 [Replacement for Denise Giancaspro – Annual Salary \$36,156.00; UPC #SEC08SPECNA01].
14. Upon the recommendation of the Superintendent of Schools, approve retroactively the appointment of Jessica Cunningham, Classroom Aide, Kindergarten Success Academy, as Assistant Softball Coach, Abraham Clark High School, for the remainder of the 2015 Spring Season, as per the REA Athletic Coaches Stipend Guide – Schedule G, at a stipend of \$6,072.00, prorated at a cost of \$2,530.00, effective April 27, 2015 through May 29, 2015 [Replacement for Robert R. Giannotti – \$6,072.00 stipend, prorated at a cost of \$3,542.00].

15. Upon the recommendation of the Superintendent of Schools, approve retroactively the appointment of the attached list of individuals as Substitutes for the remainder of the 2014/2015 school year, effective April 28, 2015 through June 30, 2015 [Attachment II].

B. Other

16. Upon the recommendation of the Superintendent of Schools, approve retroactively an extension of FMLA leave of absence for Ronnie Shupe, Special Education Teacher, Harrison Elementary School, effective May 4, 2015 through May 18, 2015, with an approximate return to work date of May 19, 2015, based on receipt of medical recertification from her physician [Previously Board approved on 2/23/15, for FMLA leave of absence effective April 1, 2015 through May 1, 2015].

17. Upon the recommendation of the Superintendent of Schools, approve retroactively an FMLA leave of absence for Sarah Schwadel, School Psychologist, Special Services Department, effective April 13, 2015 through May 1, 2015, with a return to work date of May 4, 2015, based on receipt of medical certification from her physician.

18. Upon the recommendation of the Superintendent of Schools, approve retroactively an FMLA/NJFLA leave of absence for Diana Lobo, Health Occupations/ITV Teacher/Coordinator, Abraham Clark High School, effective April 20, 2015 through May 1, 2015, with a return to work date of May 4, 2015, based on receipt of FMLA certification from the attending physician, utilizing sick days and thereafter any accumulated time employee elects to use as available.

19. Upon the recommendation of the Superintendent of Schools, approve retroactively an FMLA leave of absence for Charles Merricks, Security Guard, Abraham Clark High School, effective April 30, 2015 through June 12, 2015, with a return to work date of June 15, 2015, based on receipt of FMLA certification from his physician, utilizing sick days and thereafter any accumulated time employee elects to use as available.

20. Upon the recommendation of the Superintendent of Schools, approve the termination of Brendan Reed, Behavioral Disabilities Teacher at Abraham Clark High School, effective June 30, 2015. The Board shall adhere to the salary termination provisions of Mr. Reed's individual employment agreement.

21. Upon the recommendation of the Superintendent of Schools, approve the reappointment of the attached list of Non-Tenured Personnel for the 2015/2016 school year [Attachment III].

22. Upon the recommendation of the Superintendent of Schools, approve the reappointment of the attached list of Tenured Personnel for the 2015/2016 school year [Attachment IV].

23. Upon the recommendation of the Superintendent of Schools, approve the reappointment of the attached list of Non-Certificated Staff for the 2015/2016 school year [Attachment V].

MISCELLANEOUS

1. Upon the recommendation of the Superintendent of Schools, approve the 2015 Annual District Breakfast of Champions, to be held Saturday, June 20, 2015, at Downs Hall, Kean University, located at 1000 Morris Avenue, Union, New Jersey, to recognize the academic excellence of approximately one hundred seventy (170) Roselle Public School Students, and to celebrate along with approximately three hundred thirty (330) other invited guests, at a cost to the District not to exceed \$6,827.00, with an REA donation of \$2,600.00, for a total cost not to exceed \$9,427.00.

2. Upon the recommendation of the Superintendent of Schools, approve a *Fitness Friday Dress Down Day* at Abraham Clark High School, sponsored by the ACHS Physical Education Department, for the purpose of participating in fitness events, at a cost of \$1.00 for staff and \$2.00 for students, with proceeds to be donated to the American Heart Association, in recognition of National Blood Pressure Month, effective Friday, May 15, 2015.
3. Upon the recommendation of the Superintendent of Schools, approve *After-School Bake/Pizza Sales* at Abraham Clark High School, sponsored by the Class of 2016, with all proceeds going to the Class of 2016 treasury, effective May 18, 2015 and May 26, 2015.
4. Upon the recommendation of the Superintendent of Schools, approve *Jeans Day Fundraisers* at Abraham Clark High School, to raise money for an appreciation party for the students who participated in and assisted with the recent Middle States Accreditation process, with staff paying \$3.00 and students paying \$2.00 to participate, effective May 21, 2015 and June 17, 2015.

BUSINESS

1. ACKNOWLEDGEMENTS

- a. Board Minutes:

<u>Meeting</u>	<u>Date</u>	<u>Pages</u>
Regular Meeting	April 27, 2015	[13710-13723]

2. RESOLUTION FOR ADOPTION OF BUDGET 2015-2016

**ADOPTION OF THE BUDGET
2015-2016**

BE IT RESOLVED that the budget be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following budget to the Executive County Superintendent of Schools for final approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2015-16 Total Expenditures	51,510,665	2,774,191	0	54,284,856
Less: Anticipated Revenues	<u>27,603,089</u>	2,774,191	<u>0</u>	<u>30,377,280</u>
Taxes to be Raised	<u>23,907,576</u>	<u>0</u>	<u>0</u>	<u>23,907,576</u>

And to advertise said tentative budget in the either the Star-Ledger, News Tribune and/or Local Source in accordance with the form suggested by the State Department of Education and according to law; and

BE IT RESOLVED, that there should be raised for General Funds \$23,907,576 for the ensuing School Year (2015-2016).

3. RESOLUTION TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN THE ROSELLE BOARD OF EDUCATION AND THE ROSELLE EDUCATION ASSOCIATION

WHEREAS, the Board is the public employer of all employees which require a valid instructional certificate, all employees that require a valid educational services certificate, technology technicians, full-time and part-time secretarial and clerical employees, full-time personnel assigned as paraprofessionals and all part-time instructional and non-instructional school aides, , attendance officers, custodial/maintenance personnel, and others set forth in the collective negotiations agreement; and

WHEREAS, all such employees are represented for purposes of collective negotiations by the Roselle Education Association (“Association”); and

WHEREAS, the parties have negotiated in good faith in agreeing to terms and conditions of employment covering Association members from July 1, 2014 through June 30, 2017; and

WHEREAS, the Board has reviewed the Memorandum of Agreement (“MOA”) memorializing the terms and conditions of employment governing the parties’ labor relations for the aforesaid period of time (including applicable salary guides); and

NOW, THEREFORE, be it resolved by the Roselle Board of Education, as follows:

1. The Board hereby accepts the MOA for the period July 1, 2014 through June 30, 2017 as drafted and the Board Attorney is authorized to draft a successor agreement for the period covered by the MOA;

2. the Board President and Secretary are hereby instructed to execute the successor Agreement upon presentation of a fully executed and signed agreement by the Association; and

3. The Board President is hereby instructed to order the appropriate personnel to take the action necessary to ensure the terms and conditions of employment contained in the Agreements are executed.

4. USE OF FACILITIES

- a. Upon the recommendation of the Superintendent of Schools, approve the use of the Abraham Clark High School Large Gymnasium and Auditorium by the Roselle Recreation Department, for the purpose of a Basketball Clinic, with an admission charge of \$10.00 per person, with proceeds going to the Roselle Summer Fun Program, effective Saturday, May 16, 2015 from 11:00 a.m. to 1:00 p.m.
- b. Upon the recommendation of the Superintendent of Schools, approve the use of the Abraham Clark High School Large Gymnasium by the Washington School PTO, for the purpose of a Fourth Grade Prom/Dance, effective Friday, June 19, 2015 from 4:00 p.m. to 10:00 p.m.

- c. Upon the recommendation of the Superintendent of Schools, approve the use of Abraham Clark High School, Room 111, by the Roselle Community School, for the purpose of holding an art class, with an admission charge of \$10 per person, effective Saturday, May 30, 2015 from 10:00 a.m. to 2:00 p.m.
- d. Upon the recommendation of the Superintendent of Schools, approve the use of Abraham Clark High School parking lot by the ACHS Class of 1976 Reunion Committee, for the purpose of holding a flea market, with an admission charge of \$20.00 per space, effective Saturday, June 27, 2015 from 7:30 a.m. to 3:30 p.m.
- e. Upon the recommendation of the Superintendent of Schools, approve the use of the Abraham Clark High School Auditorium, Large Gymnasium, Cafeteria and Kitchen Area by NENJAC, for the purpose of a Convention & Volleyball Tournament, effective Saturday, August 22, 2015 from 12:00 noon to 12:00 a.m.

SUPERINTENDENT’S REPORTS

- 1. April 30, 2015 Monthly Pupil Enrollment Report [written]
- 2. April 2015 Monthly Summary of Attendance [written]
- 3. March 2015 Residency Investigator Reports [written]

FIRE DRILL REPORTS

April 2015 [Attachment VI] [written]

SUSPENSION REPORTS

April 2015 [Attachment VII] [written]

SUPERINTENDENT’S REPORTS

- 1. April 30, 2015 Monthly Pupil Enrollment Report [written]
- 2. April 2015 Monthly Summary of Attendance [written]
- 3. March 2015 Residency Investigator Reports [written]

DISCUSSION

INFORMATIONAL

EXECUTIVE SESSION

1. Parent Hearing