

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

**REORGANIZATION MEETING AGENDA
MONDAY, JANUARY 5, 2015**

I. FLAG SALUTE

II. PUBLIC COMMENT

III. ORGANIZATION BUSINESS

- A. Swearing in of Newly Elected Members
- B. Move nominations for President of the Board of Education.
- C. Close nominations for President.
- D. Move nominations for Vice-President of the Board of Education.
- E. Close nominations for Vice-President.
- F. Motion to adopt the following resolution:

WHEREAS, Chapter 231 of the Public Laws of NJ (1975), known as and hereinafter designated as the Open Public Meetings Act, requires notification of meetings of public bodies, as therein defined, in the manner therein set forth.

NOW THEREFORE BE IT RESOLVED that for purposes of compliance with the Open Public Meetings Act, the Board of Education of the Borough of Roselle hereby makes the following designations:

- (a) The Star Ledger and Union County Local Source are hereby designated as the two newspapers to receive notification of meetings as required by any and all sections of the Open Public Meetings Act, it appearing that these newspapers are most likely to inform the local public of such meetings and meet the requirements of the statute.
- (b) The locations for posting of notice of meetings shall be the bulletin board in the Borough Clerk's office in the constituent municipality (210 Chestnut Street) and the Board Office located in the Central Administration Building (710 Locust Street).

- (c) Announcements will be mailed to any person requesting individual notice of meetings as provided in Section 14 of the Open Public Meetings Act; and

BE IT FURTHER RESOLVED, that the following notice be published, posted, mailed and filed with the Borough Clerk pursuant to the provision of Chapter 231 of the Public Laws of New Jersey (1975):

G. Designate Meeting Schedules

LEGAL NOTICE OF SCHEDULED MEETINGS FOR THE YEAR 2015

Pursuant to Chapter 231.P.L. 1975 known as the "Open Public Meetings Act," the Roselle Board of Education, 710 Locust Street, Roselle, County of Union, New Jersey, at Organizational Meeting held on January 5, 2015, approved setting the Regular Meetings on the second Monday of the month and the fourth Monday of each month when applicable, at the Abraham Clark High School, 122 East Sixth Avenue, Roselle, N.J. commencing at 7:00p.m. January, 2015 through December, 2015. See below:

Regular Meeting

Regular Meeting

January __, 2015

February __, 2015

February __, 2015

March __, 2015

March __, 2015

April __, 2015

April __, 2015

May __, 2015

May __, 2015

June __, 2015

June __, 2015

July __, 2015

August __, 2015

September __, 2015

September __, 2015

October __, 2015

October __, 2015

November __, 2015

November __, 2015

December __, 2015

December __, 2015

Notice of any additions to the above schedule or changes in the time, date or place of any scheduled meeting will be posted in the locations and mailed to the newspapers designated by resolution of the Roselle Borough Board of Education adopted on January 5, 2015 in advance, as required by law.

H. Discussion of Board Committees and Appointments

- I. Motion to designate TD Bank as an approved depository for the Board of Education of the Borough of Roselle funds, subject to this Board's acceptance and review of Request for Qualifications;

Be it further resolved that TD Bank is required to be insured by either the SLIC or the FDIC as required by both Federal and State statutes.

- J. Readoption of the Policy Manual: Move that all current written policies, by-laws, rules and regulations in the official Policy Manual of the Board of Education of the Borough of Roselle be adopted for the period from the date of this Organizational Meeting until the Organizational Meeting in the next calendar year unless modified by this Board of Education in accordance with those applicable policies, by-laws, rules and/or regulations.
- K. Readoption of Curriculum: Move that all current written curriculum, courses, textbooks, workbooks and ancillary materials of the District, on file in the office of the Superintendent, be readopted for the period from the date of this Organizational Meeting until the Organizational Meeting in the next calendar year, unless modified upon recommendations of the Superintendent.
- L. Approval of all Handbooks: Move that all present handbooks be continued in effect until and unless modified upon the recommendation of the Superintendent.
- M. Readoption of all employment contracts: Move that all employment contracts previously agreed upon for the 2014/2015 school year remain in force and effect.
- N. Readoption of Emergency Management Plan: Move that emergency procedures described in the official Board of Education of the Borough of Roselle School District Management Plan be readopted as recommended by the Superintendent of Schools.

GOVERNANCE

I. HIB REPORTING

Harassment, Intimidation and Bullying (HIB) Reporting for the 2014/2015 School Year – Report Period 1 – (October, November, December 2014 Incidents) – Dr. Kevin R. West, Superintendent

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 1 (October and November 2014 Incidents), which was presented to the Roselle Board of Education and Public at its December 22, 2014 Regular Board of Education Meeting [Attachment I].

SUPERINTENDENT’S RECOMMENDATIONS

APPROVALS

I. Instructional

1. Upon the recommendation of the Superintendent of Schools, approve the partnership of the Dr. Charles C. Polk Elementary School and Artists Collective For Social Change Inc., an organization that provides grants for instructional programs to support and increase student achievement across the curriculum in schools, with the focus of increasing student achievement in Language Arts Literacy, by motivating students about learning and helping classroom teachers explore interactive, creative and integrated methods of teaching, with partnership teams consisting of Mr. Arthur Theodore Wilson, Artist/Consultant, and Polk School Classroom Teachers, at no cost to the District, effective January 2015 through March 2015.
2. Upon the recommendation of the Superintendent of Schools, retroactively approve the placement of the following Abraham Clark High School student into the ACHS Second Chance Alternative School Program, effective December 8, 2014 through June 30, 2015:

Student ID # 17000389 – State ID # - 2715659926 – Grade 9

3. Upon the recommendation of the Superintendent of Schools, approve the acceptance of the following carryover funds from the FY 2013/2014 No Child Left Behind (NCLB) Consolidated Formula Subgrant and approve the December 17, 2014 submission of a 2014-2015 NCLB Consolidated Amendment to reflect the following carryover funds:

Title I, Part A:	Improving Basic Programs operated by the LEA	\$ 90,074.00
Title II, Par A:	Teacher and Principal Training and Recruiting Fund	\$ 38,012.00
Title III, Part A:	Grants Subgrants for English Language Acquisition and Language Enhancement	\$ 18,004.00

4. Upon the recommendation of the Superintendent of Schools, accept a \$1,000.00 check donation to The Marine Corps JROTC Character and Leadership Academy Program at Abraham Clark High School, from PSEG Power Company LLC System Maintenance Division, for use by the Marine Corps JROTC Program.

5. Upon the recommendation of the Superintendent of Schools, approve the attendance of Phil Trechak, Grade Six Mathematics Teacher, Leonard V. Moore Middle School; Kirandeep Kaur, Grade Five Mathematics Teacher, Leonard V. Moore Middle School; and Craig Messmer, Principal, Leonard V. Moore Middle School, at the *“Effectively Dealing with Disruptive Students: Practical, Classroom-Proven Techniques”* workshop, to be held Wednesday, January 21, 2015, in Long Branch, New Jersey, at a registration cost of \$229.00 per person, plus mileage reimbursement, subject to the submission and verification of duly authorized vouchers and receipts; the Board having determined that attendance at the *“Effectively Dealing with Disruptive Students: Practical, Classroom-Proven Techniques”* workshop is directly related to and within the scope of the Mathematics Teachers’ current responsibilities and the Principal’s responsibilities for the overall climate of the school, and is aligned with the school district’s professional development plan; and the Board having further determined that attendance at the *“Effectively Dealing with Disruptive Students: Practical, Classroom-Proven Techniques”* workshop 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].

6. Upon the recommendation of the Superintendent of Schools, approve the attendance of Steve Gayles, Special Education Teacher, Leonard V. Moore Middle School, at the *“Using iPads and iPad Apps to Increase Student Learning”* workshop, to be held Friday, January 30, 2015, in Newark, New Jersey, at a registration cost of \$235.00, plus mileage reimbursement, subject to the submission and verification of duly authorized vouchers and receipts; the Board having determined that attendance at the *“Using iPads and iPad Apps to Increase Student Learning”* workshop is directly related to and within the scope of the Special Education Teacher’s current responsibilities, and is aligned with the school district’s professional development plan; and the Board having further determined that attendance at the *“Using iPads and iPad Apps to Increase Student Learning”* workshop 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].

II. Personnel

A. Retirements, Resignations and Appointments

7. Upon the recommendation of the Superintendent of Schools, approve the participation of the following Leonard V. Moore Middle School Title I/BSI Teachers in the PARCC Parent Information Night at Leonard V. Moore Middle School, one hour, from 6:30 PM to 7:30 PM, at the rate of \$34.21* per Teacher, for a total cost not to exceed \$136.44*, effective January 13, 2015 [Title I Funded]:

Lovena Batts
 Heather Coombs
 Dana Ockimey
 Patrizia Weber

8. Upon the recommendation of the Superintendent of Schools, approve the appointment of Donna Coleman, English Teacher, Abraham Clark High School, as ACHS Literary Magazine Advisor, Step 1 of the REA Miscellaneous Stipends Guide – Schedule I, at a yearly stipend of \$1,530.00*, prorated, effective January 5, 2015 through June 30, 2015 [Replacement for Paul Leporino].

9. Upon the recommendation of the Superintendent of Schools, approve the appointment of Margaret Greene, Mathematics Teacher, Abraham Clark High School, as Mathematics Teacher for the ACHS Second Chance Alternative High School, one (1) hour per day, with program operation from 3:30 PM to 7:30 PM, not to exceed five (5) hours per week, at the rate of \$34.21* per hour, subject to the submission and verification of timesheets, effective January 6, 2015 through June 30, 2015 [Replacement of Wilkinson Jean Pierre].
10. Upon the recommendation of the Superintendent of Schools, approve the appointment of Taylor Lang, Child Study Team Case Manager, Abraham Clark High School, as Behavior Specialist/ Social Worker for Second Chance Alternative High School, one (1) hour per day, with program operation from 3:30 PM to 7:30 PM, not to exceed five (5) hours per week, at the rate of \$34.21* per hour, subject to the submission and verification of timesheets, effective January 6, 2015 through June 30, 2015.
11. Upon the recommendation of the Superintendent of Schools, approve the appointment of LeVar Govahn, Special Education Teacher, Abraham Clark High School, as Special Education Teacher for Second Chance Alternative High School, one (1) hour per day, with program operation from 3:30 PM to 7:30 PM, not to exceed five (5) hours per week, at the rate of \$34.21* per hour, subject to the submission and verification of timesheets, effective January 6, 2015 through June 30, 2015 [Replacement for Mary Idebaneria].
12. Upon the recommendation of the Superintendent of Schools, approve the appointment of Wikenson Jean-Pierre, Mathematics Teacher, Abraham Clark High School, as Substitute Teacher for Second Chance Alternative High School, with program operation from 3:30 PM to 7:30 PM, at the rate of \$34.21* per hour, subject to the submission and verification of timesheets, effective January 6, 2015 through June 30, 2015 [Replacement for Debra Fiel].
13. Upon the recommendation of the Superintendent of Schools, approve the appointment of Martin Smith, Mathematics Teacher, Abraham Clark High School, as Substitute Teacher for Second Chance Alternative High School, one (1) hour per day, with program operation from 3:30 PM to 7:30 PM, at the rate of \$34.21* per hour, subject to the submission and verification of timesheets, effective January 6, 2015 through June 30, 2015. [Replacement for Lance Hilfman].
14. Upon the recommendation of the Superintendent of Schools, approve the appointment of Stephen O’Kane, Special Education Teacher, Abraham Clark High School, as Substitute Teacher for Second Chance Alternative High School, one (1) hour per day, with program operation from 3:30 PM to 7:30 PM, at the rate of \$34.21* per hour, subject to the submission and verification of timesheets, effective January 6, 2015 through June 30, 2015. [Replacement for Serafino Priolo].

15. Upon the recommendation of the Superintendent of Schools, approve the appointment of the following Teachers, Dr. Charles C. Polk Elementary School, as Teachers for the After the Bell Program, Dr. Charles C. Polk Elementary School, with program operation three (3) days per week, on Tuesdays, Wednesdays, and Thursdays, for a total of forty-four (44) days, two (2) hours per day, from 3:10 PM to 5:10 PM, at the rate of \$34.21 per hour, at a cost not to exceed \$3,010.48* per Teacher, for a total cost not to exceed \$15,052.40*, effective January 7, 2015 through April 30, 2015:

Rosanna Puma
Rebecca Goldberg
Emily Cistaro
Alicia Caccholi
Kristen Nevins

16. Upon the recommendation of the Superintendent of Schools, approve the appointment of the following Dr. Charles C. Polk Elementary School Teachers, as Teachers for the After the Bell Program, Dr. Charles C. Polk Elementary School, with program operation three (3) days per week, on Tuesdays, Wednesdays, and Thursdays, forty four (44) days, two (2) hours per day, from 3:10 PM to 5:10 PM; for a total of forty-four (44) hours per Teacher, at the rate of \$34.21 per hour, at a cost of \$1,505.24 per Teacher, for a total cost not to exceed \$3,010.48, effective January 7, 2015 through April 30, 2015:

Maryanne Nicol
Louis D`Anjou

17. Upon the recommendation of the Superintendent of Schools, approve the appointment of the following Teachers, Dr. Charles C. Polk Elementary School, as Teachers for the After the Bell Program, Dr. Charles C. Polk Elementary School, with program operation three (3) days per week, on Tuesdays, Wednesdays, and Thursdays, forty-four (44) days, two (2) hours per day, from 3:10 PM to 5:10 PM; for a total of forty-four (44) hours per Teacher, at the rate of \$34.21 per hour, at a cost of \$1,505.24 per Teacher, for a total cost not to exceed \$3,010.48, effective January 7, 2015 through April 30, 2015:

Annette Maltin-Jones
Lynn Page

18. Upon the recommendation of the Superintendent of Schools, approve the appointment Debra Costello, School Counselor, Dr. Charles C. Polk Elementary School, as Teacher for the After the Bell Program, Dr. Charles C. Polk Elementary School, with program operation three (3) days per week, on Tuesdays, Wednesdays, and Thursdays, from 3:10 PM to 5:10 PM, for a total of thirty (30) hours, at the rate of \$34.21 per hour, for a total cost not to exceed \$1,026.30, effective January 7, 2015 through April 30, 2015.

19. Upon the recommendation of the Superintendent of Schools, approve the appointment of Chrystal Allen, Teacher, Dr. Charles C. Polk Elementary School, as Substitute Teacher for the After the Bell Program, Dr. Charles C. Polk Elementary School, on an as needed basis, with program operation three (3) days per week, on Tuesdays, Wednesdays, and Thursdays, two (2) hours per day, from 3:10 PM to 5:10 PM, at the rate of \$34.21 per hour, effective January 7, 2015 through April 30 2015.

20. Upon the recommendation of the Superintendent of Schools, approve the appointment of Vladimir Busa as Grade One Inclusion Teacher, Dr. Charles C. Polk Elementary School, MA Step 7 of the REA Teachers Salary Guide, at an annual salary of \$56,235.00*, effective January 5, 2015 [Replacement for Marcella McCarthy – Annual Salary \$76,271.00; UPC #TCH04SPECNA04].
21. Upon the recommendation of the Superintendent of Schools, approve the appointment of Chelsea Callan as Grade One Classroom Teacher, Dr. Charles C. Polk Elementary School, Step 1 of the REA Teachers Salary Guide, at an annual salary of \$49,092.00*, prorated, effective January 5, 2015 through June 30, 2015 [Replacement for Vladimir Busa – Annual Salary \$56,235.00; UPC #TCH04ELEM0103].
22. Upon the recommendation of the Superintendent of Schools, approve the appointment of Gloria Carter-Hopkins as Long-Term Substitute Classroom Teacher, Certificated, at the rate of \$195.00 per day, as per the Board approved Compensation Rate Schedule, effective January 5, 2015 through June 1, 2015 [Leave Replacement for Theresa Watts].
23. Upon the recommendation of the Superintendent of Schools, approve the appointment of the attached list of individuals as Substitutes for the 2014/2015 school year, effective December 9, 2014 through June 30, 2015 [Attachment II].
24. Upon the recommendation of the Superintendent of Schools, approve retroactively the appointment of Alexander Cabrera as Substitute Custodian, District, for the 2014/2015 school year, on an as needed basis, at the rate of \$11.00 per hour, as per the Board approved Compensation Rate Schedule, effective July 1, 2015 through June 30, 2015.

B. Other

25. Upon the recommendation of the Superintendent of Schools, approve a concurrent FMLA/NJFLA leave of absence for Jennifer Moss, School Social Worker, Department of Special Services, utilizing approximately four (4) weeks of leave time, effective January 6, 2015 through February 6, 2015, with an anticipated return to work date of February 9, 2015, based on receipt of a medical certification from the attending physician, utilizing accumulated sick time and thereafter any accumulated time employee elects to use as available.
26. Upon the recommendation of the Superintendent of Schools, approve retroactively an FMLA leave of absence for Annie Smith, Special Education Aide, Grace Wilday Junior High School, utilizing approximately eleven (11) weeks of leave time, effective September 15, 2014 through December 5, 2014, with an estimated return to work date of December 8, 2014, based on receipt of certification from her physician, utilizing sick time and thereafter any accumulated time employee elects to use as available.

MISCELLANEOUS

1. Upon the recommendation of the Superintendent of Schools, approve the Dr. Charles C. Polk Elementary School Spring 2015 Fundraising Calendar for the period January 2015 through June 2015 [Attachment III].
2. Upon the recommendation of the Superintendent of Schools, approve the participation of Harrison Elementary School students and staff in a *Popcorn Palace Fundraiser*, for the sale of Gourmet Popcorn, for the purpose of raising funds to offset costs of the Spring 2015 school-wide field trip, effective December 23, 2014 through January 9, 2015.

BUSINESS

1. ACKNOWLEDGEMENTS

- a. Treasurer's Report dated October 31, 2014 [Attachment #1]
- b. Board Secretary Report Dated November 30, 2014 [Attachment #2]
- c. Board Minutes:

<u>Meeting</u>	<u>Date</u>	<u>Pages</u>
Regular Meeting	December 8, 2014	[13594-13602]

2. APPROVALS

- a. Bill List Dated: [December 2014 / Attachment #3]
[December 2014 Bill List \$1,697,478.15]
- b. Approve Board Transfers [Attachment #4]

3. REQUISITIONS FOR TAXES

The amount of district taxes needed to meet the obligations of the Roselle Board of Education for the next 30 days is **\$1,875,104.00** and is due December 22, 2014. Balance due to June 30, 2015 is \$11,250,688.00.

4. RESOLUTIONS

- a. BE IT RESOLVED, that the Board Secretary of the Roselle Board of Education certifies that as of [**November 1, 2014**] that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).
- b. Pursuant to N.J.A.C. 6:20 –2.11(c)4, the Roselle Board of Education certifies that as [**November 1, 2014**] through [**November 30, 2014**] after review of the secretary's monthly financial report no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

5. RESOLUTION TO APPROVE SPEECH LANGUAGE PATHOLOGIST FOR THE 2014-2015 SCHOOL YEAR

WHEREAS, Fraidi Silberberg has the certification of Speech Language Pathologist and is qualified to provide consulting services to District Pupils requiring to receive such services: and

WHEREAS, this Board pursuant to NJSA 18A:18A-5 has the authority to hire professional consultants without the need for public bidding; and

WHEREAS, the Superintendent of Schools has determined that Fraidi Silberberg is a qualified professional able to provide the services required to the students of the District.
NOW THEREFORE BE IT RESOLVED that upon the recommendation of the Superintendent of School, Fraidi Silberberg shall be appointed to provide the aforementioned services on an as needed basis at a rate of \$82.00 per hour, not to exceed \$65,000.00 for the period of September 1, 2014 through June 30, 2014,

6. RESOLUTION TO RENEW CONTRACT FOR CUSTODIAL SERVICES FOR THE 2014-15 SCHOOL YEAR

WHEREAS, the Board awarded a contract for custodial services for the 2012-13 school year to Pritchard Industries Inc., 147 Columbia Turnpike Suite 207, Florham Park, NJ, 07932; and

WHEREAS, said contract for custodial services was for one or some Night sites under Scenario Option 8 at a cost not to exceed \$373,086.97 for the 2012-2013 School Year (prorated) with the option to renew for two years with an increase of 3% per year or CPI whichever is less; and

WHEREAS, the Board has determined that Pritchard Industries Inc. has performed services during the 2012-13 and 2013-14 school years in an effective and efficient manner; and

WHEREAS, the Board has determined that it desires to exercise the renewal clause and extend the contract with Pritchard Industries Inc. for the 2014-15 school year; and

WHEREAS, the terms and conditions for the 2014-15 renewal contract will remain the same;

NOW THEREFORE BE IT RESOLVED that the Board approves a one (1) one year renewal of the custodial services contract with Pritchard Industries Inc. for the 2014-15 school year at a cost not to exceed \$376,817.76.

7. Upon the recommendation of the Superintendent of Schools, approve the attendance of Cindy Thomas, Board Member, at the *2015 National School Boards Association (NSBA) Annual Conference*, to be held Saturday, Sunday and Monday, March 21, 22 & 23, 2015, at the Music City Center, Nashville, Tennessee, at a total cost not to exceed \$1,654.00, as follows, subject to the submission and verification of duly authorized vouchers and receipts; the Board having determined that attendance at the *2015 NSBA Annual Conference*, is directly related to and within the scope of the Board Member's current responsibilities and the school district's professional development plan; and the Board having further found that attendance at the *2015 NSBA Annual Conference* furthers the efficient operation of the school district and is in compliance with the State and Federal travel payment guidelines:

Registration Fee	\$725.00
Lodging	264.00
Meals (M&IE)	165.00
Air Fare & Travel	<u>500.00</u>
Total	\$1,654.00

8. *Use of Facilities*

- a. Upon the recommendation of the Superintendent of Schools, approve the use of the ACHS Small Gymnasium for a Community Health Fair, effective Monday, January 26, 2015 from 6:30 p.m. to 9:30 p.m. This health fair is being sponsored by the Roselle Education Association and Teen Guide Zone for the community.

SUPERINTENDENT'S REPORTS

1. November 2014 Monthly Report of Positive Happenings [written]
2. November 2014 Residency Investigator Reports [written]

DISCUSSION

INFORMATIONAL

1. January/February 2015 Calendars-of-Events [written]
2. December 2014 Student-of-the-Month Profiles [written]
3. December 2014 Parent-of-the-Month Profiles [written]

EXECUTIVE SESSION

1. Negotiations Update