

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**REGULAR BUSINESS MEETING
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL
JULY 23, 2015**

- A-1** **CALL TO ORDER** – Mr. Mastrangelo, Board President
- A-2** **ROLL CALL** – Mr. Bohm
- A-3** **FLAG SALUTE**
- A-4** **MEETING NOTICE**
- A-5** **APPROVAL OF MINUTES** – Regular and Closed Session Meeting Minutes – June 15, 2015 and Regular and Closed Session Meeting Minutes – July 6, 2015
- A-6** **GOAL SETTING**
- Board and District Goal Setting
- A-7** **SUPERINTENDENT’S REPORT**
- Source4Teachers Presentation
 - HIB/EVVRS Review of Semi-Annual and Annual Submission
 - Summer School Update
 - Review Policy No. 5516-Use of Electronic Communication and Recording Devices (ECD) (M)
- A-8** **BUSINESS ADMINISTRATOR’S REPORT**
- Grant Applications – IDEA, NCLB and Extraordinary Aid
 - Preparation for Audit
 - Year End Close Out Preparations
 - Capital Improvement
 - Review Policy 5111-Eligibility of Resident/Nonresident Pupils (M)
- A-9** **BOARD COMMITTEE REPORTS**
- a. President’s Report
 - b. Committee Reports
- A-10** **PUBLIC COMMENT** – (on policies and/or agenda items only)
- B** **OLD BUSINESS**

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C NEW BUSINESS

C-1 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 June 30, 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 with the exception of the Debt Service Fund (Fund 40) 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.

It is the RECOMMENDED MOTION of the Superintendent: “RESOLVED that pursuant to N.J.A.C. 6A:23A-14.1(h)7, the Roseland Board of Education direct the business administrator to request authorization from the Essex County Executive Superintendent of Schools to withdraw \$20,000.00 from the district’s Capital Reserve Account and transfer the funds to the Debt Service Fund within the current budget to address an overexpenditure that was recently identified due to an under-budgeted 2014-2015 debt service payment.”

b. Acceptance of Report of Treasurer of School Monies –June 30, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the enclosed Report of Treasurer of School Monies for the period ending June 30, 2015.”

(electronic enclosure)

c. Acceptance of Board Secretary’s Report – June 30, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the enclosed Board Secretary’s Report for the period ending June 30, 2015.”

(electronic enclosure)

d. Approval for Payment of Bills and Claims – June 30, 2015

It is the RECOMMENDED MOTION of the Superintendent to: “to approve the payment of the Bills and Claims for the period ending June 30, 2015:

General Fund	\$68,242.22
Fund 60	\$137.90”

(electronic enclosure)

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C NEW BUSINESS

C-1 Finance

- e. Approval for Payment of Bills and Claims – July 23, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to approve the following enclosed Payment of Bills and Claims for the period ending July 23, 2015:

General Fund	\$256,223.09
Fund 60	\$8,808.26”

(electronic enclosure)

- f. Acceptance of Cafeteria Report – June 30, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to accept the enclosed Cafeteria Report for the period ending June 30, 2015.”

(electronic enclosure)

- g. Line Item Transfers

It is the RECOMMENDED MOTION of the Superintendent: “to approve the Budget Transfers for the month of June 2015 in the amount of \$168,458.98 per the attached report.”

(electronic enclosure)

- h. Resolution Increasing the Bid Threshold—Qualified Purchasing Agent

It is the RECOMMENDED MOTION of the Superintendent: “WHEREAS, Jason M. Bohm, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000.00 to \$40,000.00, and the quote threshold from \$5,400.00 to \$6,000.00;

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C NEW BUSINESS

C-1 Finance

h. Resolution Increasing the Bid Threshold—Qualified Purchasing Agent - (continued)

NOW, THEREFORE BE IT RESOLVED that the Roseland Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000.00, and new quote threshold amount of \$6,000.00 (15% of \$40,000.00 bid threshold amount) for the board of education, and further authorizes Jason M. Bohm to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.”

i. Approval of Submission of Extraordinary Aid for the 2015-2016 School Year

It is the RECOMMENDED MOTION of the Superintendent: “to submit Extraordinary Aid for the 2015-2016 school year.”

j. Acceptance of the Fiscal Year 2015 Extraordinary Aid Award

It is the RECOMMENDED MOTION of the Superintendent: “to accept the Fiscal Year 2015 Extraordinary Aid award in the amount of \$50,210.00.”

k. Approve the Renewal of Maschio Food Services, Inc. Agreement for 2015-2016

It is the RECOMMENDED MOTION of the Superintendent: “to approve the renewal of the agreement with Maschio Food Services, Inc. for the 2015-2016 school year, commencing July 1, 2015 and ending on June 30, 2016.”

l. Approve the Addendum to the Maschio Food Services, Inc.

It is the RECOMMENDED MOTION of the Superintendent: “The Roseland Board of Education shall pay Maschio Food Services, Inc. an annual management fee in the amount of \$8,902.00. The management fee shall be payable in monthly installments of \$890.20 per month commencing on September 1, 2015 and ending on June 30, 2016.

Maschio’s guarantees a return to the Roseland Board of Education in the amount of \$5,000.00. In the event the actual bottom line of the operational report (total revenue from all sources less program costs, including the management fee) is below this amount, Maschio Food Services, Inc. shall be responsible for any shortfall.”

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C NEW BUSINESS

C-1 Finance

m. Approval of Federal Lunch Increase

It is the RECOMMENDED MOTION of the Superintendent: “to approve the federal lunch increase from \$2.55 to \$2.65, effective September 2015.”

n. Approval of Signatory Changes to the Agency and Payroll Accounts at TD Bank

It is the RECOMMENDED MOTION of the Superintendent: “to approve the signatory changes to the Capital Project, Cafeteria, Accounts Payable-General, Agency and Payroll Accounts at TD Bank, as follows:

Superintendent:	Lisa Gross
Business Administrator:	Jason M. Bohm
Treasurer of School Monies:	Michael Falkowski”

o. Approve the Renewal of Source4Teachers for the 2015-2016 School Year

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.”

p. Acceptance of a \$500.00 Grant from The John P. Salamone Foundation

It is the RECOMMENDED MOTION of the Superintendent: “to gratefully accept a \$500.00 (Five Hundred Dollar) grant from The John P. Salamone Foundation to be used for educational programs.”

q. Accept a Donation from the Roseland Recreation Boosters Association, Inc.

It is the RECOMMENDED MOTION of the Superintendent: “to gratefully accept a donation in the amount of \$2,758.81 from the Roseland Recreation Boosters Association, Inc. to be used for a Yamaha YCL-221 bass clarinet and a Yamaha 7000 series concert bass drum 32” x 16.”

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C NEW BUSINESS

C-2 Personnel

- a. Approve Lawrence V. Hughes, Interim Principal, Position Control No. 110

It is the RECOMMENDED MOTION of the Superintendent: “to approve Lawrence V. Hughes as Interim Principal, Position Control No. 110, at a salary of \$550.00/day, commencing July 24, 2015 to December 31, 2015 with the option for renewal at that time with no benefits.”

- b. Approve Julie Iannone as a Substitute Art Teacher through Source4Teachers

It is the RECOMMENDED MOTION of the Superintendent: “to approve Julie Iannone, as a maternity leave substitute art teacher for Shannon Kiernan-Goffan, commencing September 1, 2015 to December 23, 2015 through Source4Teachers.”

- c. Approve Alison Minion as a Media Specialist Substitute through Source4Teachers

It is the RECOMMENDED MOTION of the Superintendent: “to approve Alison Minion as a maternity leave substitute Media Specialist from September 1, 2015 to the last day of school, June 2016 through Source4Teachers.”

- d. Approve Lisa Lapone as a 2015 Summer School Substitute Teacher

It is the RECOMMENDED MOTION of the Superintendent: “to approve Lisa Lapone as a 2015 Summer School Enrichment Program substitute teacher from 9:00 a.m. to 12:00 p.m., July 6-July 31, 2015, at a rate of \$80.00/day as needed.”

- e. Approve the Reassignment of Stephanie Tirado, Special Education Teacher Position Control No. 121

It is the RECOMMENDED MOTION of the Superintendent: “to approve the reassignment of Stephanie Tirado to a part-time special education teacher, Position Control No. 121 working 3.75 (three and three-quarters) hours a day, on Step 7, MA, at an annual salary of \$34,665.00, pending completion of contract negotiations, with no benefits, effective September 1, 2015.”

- f. Accept the Resignation of Rebecca Rivera, Position Control No.96

It is the RECOMMENDED MOTION of the Superintendent: “to accept the resignation of Rebecca Rivera, a classroom aide, Control Position No. 96, effective June 30, 2015.”

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C NEW BUSINESS

C-3 Miscellaneous

New Business Matters, Section C-3 Miscellaneous (MOTION to approve Item(s) a. through b.)

MOTION: _____ SECOND: _____

ROLL CALL VOTE

C NEW BUSINESS

C-4 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: Candace Draskovich
Event: NJ Science Convention
Location: Princeton, NJ
Purpose: Professional Development
Date: October 13, 2015
Cost: Registration Fee: \$175.00
 Mileage at OMB rate

Staff Member: Lorraine Davidson
Event: Certification Training
Location: Morristown, NJ
Purpose: Training Workshop
Date: August 10, 2015
Cost: Mileage at OMB rate

Staff Member: Lorraine Davidson
Event: Determining Officials Training
Location: Parsippany, NJ
Purpose: Training Workshop
Date: August 19, 2015
Cost: Mileage at OMB rate

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C NEW BUSINESS

C-4 Travel

a. Approval of Travel and Work Related Expenses - (continued)

Staff Member: Marie Hardenberg
Event: NJKEA Training
Location: Trenton, NJ
Purpose: Professional Development
Date: August 25-27, 2015
Cost: Mileage at OMB rate

Staff Member: Katherine Thorn
Event: MY Learning Plan Training
Location: Islandia, NY
Purpose: Professional Development
Date: July 28-29, 2015
Cost: Fee: \$525.00
 Mileage at OMB rate

Staff Member: Jason M. Bohm
Event: MEIG Meetings
Location: Rockaway, NJ
Purpose: Professional Development
Dates: October 8, 2015, December 10, 2015, March 17, 2016, June 16, 2016
Cost: Mileage at OMB rate

Staff Member: Jason M. Bohm
Event: ECASBO Workshops
Location: Belleville, NJ
Purpose: Professional Development
Dates: TBD – Monthly from September 2015 to May 2016
Cost: Membership Fee: \$250.00
 Mileage at OMB rate

Staff Member: Jason M. Bohm
Event: NJASBO Workshops
Location: Rockaway, NJ
Purpose: Professional Development
Dates: TBD – Monthly from September 2015 to May 2016
Cost: Registration Fee: \$525.00 for 15 workshops
 Mileage at OMB rate”

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C NEW BUSINESS

C-4 Travel

New Business Matters, Section C-4 Travel (MOTION to approve Item a.)

MOTION: _____ SECOND: _____

ROLL CALL VOTE

C NEW BUSINESS

C-5 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
MACS Funtastic Enterprises - Raptors	*7/7, 7/14, 7/21, & 7/28/15	6:00 PM-9:00 PM	Tuesdays	Basketball	New Gym
Raptors Softball	*7/6, 7/13, 7/17, 7/20, 7/22, 7/24, 7/27, 7/29, 7/31/15	6:00 PM-9:00 PM	Mon, Wed, & Fri.	Softball	Field
*Retroactive					

New Business Matters, Section C-5 - Facilities (MOTION to approve Item a.)

MOTION: _____ SECOND: _____

ROLL CALL VOTE

C-6 Curriculum and Instruction

a. Approval of Student Teachers/Field Observation(s), Fall 2015

It is the RECOMMENDED MOTION of the Superintendent: “to approve two (2) student teacher(s)/field observation(s) for the fall, 2015 as follows:

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C NEW BUSINESS

C-6 Curriculum and Instruction

- a. Approval of Student Teachers/Field Observation(s), Fall 2015 - (continued)

Student Name	College/University	Semester		Assigned to
		Hrs.	Date(s)	
Taylor Landis	Caldwell University	75 hrs	9/3/15-12/15/15	Mrs. Boggio
Lila Morreale	Caldwell University	40 hrs	9/3/15-12/15/15	Mrs. Garofano

- b. Approval of 2015-2016 Class Trip(s)

It is the RECOMMENDED MOTION of the Superintendent: “to approve the following 2015-2016 class trip(s):

Grade	Class Trip	Date	Purpose
2	Buehler Challenger & Science Ctr.	5/5/16	Science

- c. Rescind Approval of Halle Bing Smith, Words Their Way Professional Development Consultant

It is the RECOMMENDED MOTION of the Superintendent: “to rescind approval of Halle Bing Smith as a Words Their Way professional development consultant at a cost of \$3,500.00.”

- d. Approve Dr. Steve Sobel as a Professional Development Speaker on September 1, 2015

It is the RECOMMENDED MOTION of the Superintendent: “to approve educational speaker, Dr. Steve Sobel as a presenter for the Roseland Staff on September 1, 2015 with a presentation entitled "You're A Piece of Work! Celebrate Joy, Passion and Influence" at the rate of \$2,900.00.”

- e. Approve NAMI New Jersey, Professional Development Consultants

It is the RECOMMENDED MOTION of the Superintendent: “to approve NAMI (National Alliance on Mental Illness) to present “Educating the Educators” program on October 12, 2015, a professional development day for the staff at a cost of \$750.00.”

New Business Matters, Section C-6 – Curriculum & Instruction (MOTION to approve Item(s) a. through e.)

MOTION: _____ SECOND: _____

ROLL CALL VOTE

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D CORRESPONDENCE

E PUBLIC COMMENTS

F ANNOUNCEMENT OF MEETING – Regular Monthly Meeting – August 27, 2015

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 this evening following the regular business meeting to discuss matters relating to legal and personnel matters.

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 exemptions which are permitted to be discussed in private session pursuant to P.L. 1975, Chapter 231.”

MOTION: _____

SECOND: _____

ROLL CALL VOTE

H ADJOURNMENT TO CLOSED SESSION