

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**REGULAR BUSINESS MEETING
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL
MAY 17, 2018 – 7:30 PM**

I. CALL TO ORDER – Board President

II. STATEMENT OF COMPLIANCE - Open Public Meeting Act

In compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, notice of this regular meeting has been properly advertised in the newspapers of record, and the agenda has been posted at the appropriate locations, and a copy has been filed with the Borough Clerk of Roseland.

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____
Mrs. Savarese _____ Mrs. Scaraggi _____

III. FLAG SALUTE

IV. BOARD PRESIDENT REPORT

V. SUPERINTENDENT REPORT

- Noecker News

VI. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Health Benefits Presentation - Anthony Ciardella, Brown & Brown

VII. PUBLIC COMMENT – On agenda items only

Members of the public may speak for a maximum of three (3) minutes by the clock during this portion of the meeting. The public may speak **on agenda items only** during this three (3) minute period. Any questions should be directed to the Board President and depending upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after this public portion of the meeting has concluded. Everyone has the freedom to speak, but please be advised that anything said in public may have legal ramifications and there is no protection regarding statements made by the public. Please state your name and sign in before you begin.

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VIII. APPROVAL OF ACTION ITEMS

BOARD MINUTES/REPORTS

- RPT-39-18 Approve Board Meetings Minutes
- RPT-40-18 Approve the April, 2018 Code of Conduct Report
- RPT-41-18 Approve the April, 2018 Enrollment Report
- RPT-42-18 Approve the April, 2018 HIB Report

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____
 Mrs. Savarese _____ Mrs. Scaraggi _____

- RPT-39-18 Approve Board Meetings Minutes

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular Business and Closed Board Meeting Minutes for April 26, 2018.

- RPT-40-18 Approve the April 2018 Code of Conduct Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the April, 2018 Code of Conduct Report.

- RPT-41-18 Approve the April 2018 Enrollment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the April, 2018 Enrollment Report.

- RPT-42-18 Approve the April 2018 HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the April, 2018 HIB Report.

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FINANCE/FACILITIES

- FIN-168-18 Approve Acceptance of the Report of Treasurer of School Monies – March 31, 2018
- FIN-169-18 Approve Acceptance of the Report of the Board Secretary – March 31, 2018
- FIN-170-18 Approve the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – March 31, 2018
- FIN-171-18 Approve the Payment of Bills and Claims – May 17, 2018
- FIN-172-18 Approve Budgetary Line Item Transfers – March, 2018
- FIN-173-18 Approve Acceptance of the Cafeteria Report – March 31, 2018
- FIN-174-18 Approve the Submission of the Comprehensive Equity Plan Annual Statement of Assurance 2018-2019
- FIN-175-18 Approve Submission of the Application and Acceptance of Extraordinary Aid Funds - for 2017-2018
- FIN-176-18 Approve Renewal of Membership in the New Jersey Schools Insurance Group Fund (NJSIG/NJEIF) for the 2018-2019 School Year
- FIN-177-18 Approve Submission of Application to the New Jersey School Insurance Group (NJSIG/NJEIF) for the 2018-2019 Safety Grant
- FIN-178-18 Approve the Resolution for the District Tax Payment Schedule for 2018-2019
- FIN-179-18 Approve Facilities Use Requests
- FIN-180-18 Approve Renewal of Contract with Maschio’s Food Services, Inc. as Food Service Management Company (FSMC) for the 2018-2019 School Year
- FIN-181-18 Approval of Insurance Carrier Providers for the 2018-2019 School Year
- FIN-182-18 Approve Ameriflex to Administer COBRA and Flexible Spending Account (FSA)
- FIN-183-18 Approval of Contract – SN Pediatric Potentials, Inc., Occupational Therapy for the 2018 ESY and 2018-2019 School Year
- FIN-184-18 Approval of Contract – SN Pediatric Potentials, Inc., Physical Therapist for the 2018 ESY and 2018-2019 School Year

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____

 Mrs. Savarese _____ Mrs. Scaraggi _____

- FIN-168-18 Approve Acceptance of the Report of Treasurer of School Monies – March 31, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the acceptance of the Report of the Treasurer of School Monies for the period ending March 31, 2018.

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FIN-169-18 Approve Acceptance of the Report of the Board Secretary – March 31, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the acceptance of the Report of the Board Secretary for the period ending March 31, 2018.

FIN-170-18 Approve the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – March 31, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves that pursuant to N.J.A.C. 6:23-2.12(c) 4, the district certifies that as of March 31, 2018, 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 over expended 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.

FIN-171-18 Approve the Payment of Bills and Claims – May 17, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of Bills and Claims for the period ending May 17, 2018:

General Fund Bills & Claims	\$ 190,421.05	
General Fund Payroll	\$ 227,594.53	through May 1, 2018
Special Revenue Fund Bills & Claims	\$ 9,155.74	
Total Payments	\$ 427,171.32	

FIN-172-18 Approve Budgetary Line Item Transfers – March, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the attached Line Item Budget Transfers for the month of March, 2018 as per N.J.S.A. 18A:8.1.

FIN-173-18 Approve Acceptance of the Cafeteria Report – March 31, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Cafeteria Report for the period ending March 31, 2018.

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FIN-174-18 Approval for the Submission of the Comprehensive Equity Plan Annual Statement of Assurance 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the Comprehensive Equity Plan Annual Statement of Assurance for the 2018-2019 School Year.

FIN-175-18 Approve Submission of Application and Acceptance of Extraordinary Aid Funds for 2017-2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the Extraordinary Aid Application and acceptance of related funds for the 2017-2018 school year.

FIN-176-18 Approve Renewal of Membership in the New Jersey Schools Insurance Group Fund (NJSIG/NJEIF) for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following resolution;

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Roseland Board of Education, hereinafter referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

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;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

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WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT: This agreement is made by and between NJSIG and the Educational Institution;

1. The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2018, and ending July 1, 2021 at 12:01 a.m.;
2. 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 liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. 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, the plan of risk management, this Agreement and any applicable statute or regulation;
3. 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;
4. 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;
5. By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
6. 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 the State of New Jersey, 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;
7. 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

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obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;

8. The Educational Institution under its obligations as a member of NJSIG agrees to 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 NJSIG including the plan of risk management;
9. 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;
10. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
11. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

FIN-177-18 Approve Submission of Application to the New Jersey School Insurance Group (NJSIG/NJEIF) for the 2018-2019 Safety Grant

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2018 Safety Grant Application, Safety Assessment Questionnaire and Errors & Omissions Assessment to the New Jersey School Insurance Group (NJSIG/NJEIF) in the amount of \$1,401.27.

FIN-178-18 Approve the Resolution for the District Tax Payment Schedule for 2018-2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following:

RESOLVED, that the amount of district taxes needed to meet the obligations of this Board during the school year 2018-2019 is \$7,948,541.00 General Fund plus \$821,300.00 Debt Service payment and that the Borough of Roseland is hereby requested to place in the hands of the Treasurer of School Monies that amount according to the following schedule in accordance with the statutes relating thereto:

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<u>Date</u>		<u>General Fund</u>		<u>Debt Service</u>		<u>Total</u>
July 3	2018	662,378.42		0.00		662,378.42
August 7	2018	662,378.42		0.00		662,378.42
September 4	2018	662,378.42		410,650.00		1,073,028.42
October 2	2018	662,378.42		0.00		662,378.42
November 6	2018	662,378.42		0.00		662,378.42
December 4	2018	662,378.42		0.00		662,378.42
January 1	2019	662,378.42		410,650.00		1,073,028.42
February 5	2019	662,378.42		0.00		662,378.42
March 5	2019	662,378.42		0.00		662,378.42
April 2	2019	662,378.42		0.00		662,378.42
May 7	2019	662,378.42		0.00		662,378.42
June 4	2019	662,378.42		0.00		662,378.42
Total		7,948,541.00		821,300.00		8,769,841.00

FIN-179-18 Approve Facilities Use Requests

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following Facility Use Requests:

Organization	Dates	Time	Day(s)	Purpose	Room/Area
Roseland H.S.A. 6th Grade Rep. Committee	June 22, 2018	8:00 a.m. - 9:00 a.m.	Friday	6th Grade Breakfast	M.P.R.
Roseland H.S.A.	May 16, 17, and 18, 2018	3:00 p.m. - 4:00 p.m.	Wednesday- Friday	Tricky Tray Ticket Sales	Outside Front Door by Line 8

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FIN-180-18 Approve Renewal of Contract with Maschio’s Food Services, Inc. as Food Service Management Company (FSMC) for the 2018-2019 School Year

RESOLVED, that the Board of Education of the Borough of Roseland, upon the recommendation of the Superintendent, approves the renewal of the FSMC contract with Maschio’s Food Services, Inc. for the 2018-2019 school year, including the following applicable fees and guarantees:

1) The School Food Authority shall pay Maschio’s an annual management fee in the amount of \$9,169.00. The management fee shall be payable in monthly installments of \$916.90 per month commencing on September 1, 2018 and ending on June 30, 2019.

2) Maschio’s guarantees a return to the School Food Authority 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’s shall be responsible for any shortfall.

FIN-181-18 Approval of Insurance Carrier Providers for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following insurance carrier providers for the 2018-2019 school year:

Health: Horizon Blue Cross Blue Shield of New Jersey
Dental: Horizon Healthcare Dental/Public Employer Trust
Prescription: BeneCard/Public Employer Trust

FIN-182-18 Approve Ameriflex to Administer COBRA and Flexible Spending Account (FSA)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Ameriflex to administer Consolidated Omnibus Budget Reconciliation Act (COBRA) and Flexible Spending Account (FSA) at a rate of \$50.00 and \$90.00 per month, respectively, for the 2018-2019 school year.

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FIN-183-18 Approval of Contract – SN Pediatric Potentials, Inc., Occupational Therapy for the 2018 ESY and 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the contract for SN Pediatric Potentials, Inc. to provide occupational therapy services for the 2018 Extended School Year and the 2018-2019 school year as follows:

\$100.00 per hour of treatment services one to one
\$150.00 per hour small group rate (2 students)
\$100.00 per hour for preparation of reports
\$250.00 initial evaluation/re-evaluation

FIN-143-18 Approval of Contract – SN Pediatric Potentials, Inc., Physical Therapist for the 2018 ESY and 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the contract for SN Pediatric Potentials, Inc. to provide physical therapy services for the 2018 Extended School Year and the 2018-2019 school year as follows:

\$100.00 per hour of treatment services one to one
\$150.00 per hour small group rate (2 students)
\$100.00 per hour for preparation of reports
\$250.00 initial evaluation/re-evaluation

PERSONNEL/MANAGEMENT

PER-77-18 Approve Employee No. 100447 to Supervise During the Lester C. Noecker Spring Concert

PER-78-18 Approval of Teaching Staff and Salaries – 2018-2019 School Year

PER-79-18 Approval of Custodial Staff and Salaries – 2018-2019 School Year

PER-80-18 Approval of Heather Schimmel as the Library/Media Specialist for the 2018-2019 School Year

PER-81-18 Tuition Reimbursement for the 2017-2018 School Year

PER-82-18 Approval to Accept the Resignation of Employee No. 100174

PER-83-18 Approval to Accept the Resignation of Employee No. 100368

PER-84-18 Accept the Revised Resignation of Employee No. 100410

PER-85-18 Approve Additional Substitute Teachers for the 2017-2018 School Year

PER-86-18 Approval of Mark Mansour as the Supervisor of Special Services

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MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____

 Mrs. Savarese _____ Mrs. Scaraggi _____

PER-77-18 Approve Employee No. 100447 to Supervise During the Lester C. Noecker Spring Concert

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Employee No. 100447 to work as a 1:1 aide at a rate of \$18.50/hour for Student No. 3944515502, a student who participates in the Noecker School Spring Concert taking place on the evening of May 23, 2018.

PER-78-18 Approval of Teaching Staff and Salaries – 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the tenured and non-tenured teaching staff members listing according to salary and steps in the Roseland Education Association agreement for the 2018-2019 school year (pending negotiation of the REA contract).

PER-79-18 Approval of Custodial Staff and Salaries – 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the custodial staff and salaries listing according to salary and steps in the Roseland Education Association agreement for the 2018-2019 school year (pending negotiation of the REA contract).

PER-80-18 Approval of Heather Schimmel as the Library/Media Specialist for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Heather Schimmel as the Library/Media Specialist, Position Control No. 65, Step 8, MA, \$62,529.00 (pending the negotiation of the REA contract) for the 2018-2019 school year.

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PER-81-18 Tuition Reimbursement for 2017-2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves tuition reimbursement payments, for having successfully completed approved graduate courses, in the amounts as indicated to the following staff members:

Employee No. 100390	\$3,200.00
Employee No. 100437	\$1,600.00
Employee No. 100399	\$1,600.00

PER-82-18 Approval to Accept the Resignation of Employee No. 100174

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts, with regret, the resignation of Employee No. 100174, Position Control No. 005, effective June 30, 2018.

PER-83-18 Approval to Accept the Resignation of Employee No. 100368

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts, with regret, the resignation of Employee No. 100368, Position Control No. 050, effective June 30, 2018.

PER-84-18 Accept the Revised Resignation of Employee No. 100410

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the revised resignation of Employee No. 100410, Position Control No. 024, effective June 9, 2018.

PER-85-18 Approve Additional Substitute Teachers for the 2017-2018 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the list of additional substitute teachers for the 2017-2018 school year upon pending criminal history review clearance.

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PER-86-18 Approval of Mark Mansour as the Supervisor of Special Services

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Mark Mansour as the Supervisor of Special Services, Position Control No. 024, at a salary of \$85,000.00 effective June 11, 2018.

IX. PUBLIC COMMENTS

Members of the public may speak for a maximum of three (3) minutes by the clock during this portion of the meeting. The public may speak **on any topic** during the three (3) minute period. Any questions should be directed to the Board President, and depending on the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after the public portion of the meeting has concluded. Everyone has the freedom to speak but please be advised that anything said in public may have legal ramifications and there is no protection regarding statements made by the public. Please state your name and sign in before you begin.

X. CORRESPONDENCE

XI. OLD BUSINESS

- Full Funding Meeting Update

NEW BUSINESS

XII. CONSIDERATION FOR CLOSED SESSION

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following Resolution for Closed Session:

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 personnel, Superintendent Evaluation, and HIB #2017-2018-008.

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.

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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.

The Board will reconvene in public at _____ p.m. and may take action following the closed session.

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____
 Mrs. Savarese _____ Mrs. Scaraggi _____

XIII. REOPEN INTO PUBLIC SESSION

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____
 Mrs. Savarese _____ Mrs. Scaraggi _____

XIV. ADJOURNMENT

MOTION by _____, SECOND by _____

ROLL CALL: Mrs. Gordon _____ Mr. Gorman _____ Mrs. Perrotti _____
 Mrs. Savarese _____ Mrs. Scaraggi _____

The next Regular Board Meeting will be held on Thursday, June 21, 2018 at 7:30 PM, in the Lester C. Noecker Media Center.