

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
DECEMBER 21, 2017 – 7:30 p.m.**

DATE

December 21, 2017

PRESENT BOARD MEMBERS

Mrs. DiGiacomo
Mr. Goldstein
Mrs. Gordon
Mr. Gorman
Mrs. Perrotti

MEETING

Regular Business Meeting

ABSENT

None

TIME

7:33 p.m.

ADJOURNED

OTHERS PRESENT

Ms. Kot
Ms. Somers
Ms. Greenwald
Ms. Zeoli
Ed Burke (The Progress)
Teachers
Community Members and Students
Family of Senorita Patricia Baker

PLACE

Lester C. Noecker School

I. CALL TO ORDER – Mrs. Gordon

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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 newspaper 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. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *All present.*

III. FLAG SALUTE

IV. BOARD PRESIDENT REPORT

- Mrs. Gordon welcomed school and community members and noted that at this time of year and with all the positive energy in the room, the Noecker motto: “We Care About What We Do,” is never more evident.
- A ceremony dedicating a section of the library to former foreign language teacher, Señorita Patricia Baker, began with opening comments by Mrs. Gordon.
 - Lauren Miller, a long-time teacher at Noecker, then recounted her years as a colleague and friend to Ms. Baker. Ms. Miller highlighted Señorita’s enthusiasm for teaching and her compassion and advocacy for her students.
 - Special thanks was given to Mr. Tom August, Supervisor of Buildings and Grounds, for constructing the seating area for “Señoritaville,” and to Ms. Christine Garlewicz for sewing the seating area cushion. Sally Osmun and Nicole Ashby were also recognized for taking the time to select books for every reading level.
 - Ms. Baker’s sister, Ginger Scholer, spoke regarding Señorita’s 15 years of service and her gratitude for the love and support received from the Noecker Community. Ms. Scholer made a generous donation of \$5,000 to the Noecker World Language Department and another \$5,000 donation to the HSA.
 - Mr. Goldstein, Mrs. Gordon and former teacher, Marian Silvestri, also spoke in celebration of Señorita Baker’s legacy.
- The Board honored two departing veteran Board Members. Mrs. Julie DiGiacomo served on the Board continuously from 2011 through 2017, and Mr. Goldstein, the outgoing Vice President, served from 2010-2012 and again from 2015-2017. Other Board Members acknowledged the duo’s invaluable contributions, unique insights and generosity of time and expertise for the betterment of the school community and other Board Members.

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V. SUPERINTENDENT REPORT

- Noecker News by Ms. Greenwald, Principal
 - Mrs. Greenwald provided highlights from the past several weeks, including the Student Council Pajama Program Fundraiser which collected over 320 pairs of pajamas. The HSA-sponsored Holiday Bazaar was another huge success. Students enjoyed shopping for family and friends. Second Grade students created Candy Cottages while Kindergarteners went on a gingerbread man hunt through the school. The 5th and 6th Grade Orchestra and Choir took a field trip to Atria's in Roseland where they performed special songs for senior citizens and other members of the community.
 - The last day before winter break will feature a winter sing-along for students and an early dismissal.
 - Mrs. Greenwald wished everyone happy holidays and a very happy New Year.
- Ms. Somers, Superintendent of Schools
 - Ms. Somers commented on the incredible progress during this school year, the wonderful dedication to Señorita's Baker and the generous donation from Ms. Baker's family. Ms. Somers also thanked the two outgoing Board Members for their service and dedication.
 - Ms. Somers highlighted a number of exciting agenda items, including a new Library Media Specialist leave replacement, a 0.6 Administrative Assistant for the Business and Special Services Departments, and additional substitutes and library volunteers.
 - HSA Play rehearsals will begin after winter recess and Preschool and Kindergarten Registration will also begin in the new year.
 - Ms. Somers addressed the resignation of the Supervisor of Instruction and STEAM Integration and what it means in terms of future options to support students and staff. The school would benefit most from a technology teacher to lead the Makerspace and STEAM programs and support integration of technology; the position will be advertised to begin in the 2018-19 school year. The Business and Special Services Departments would benefit from a part-time administrative assistant while various other responsibilities including test coordination and evaluations will be absorbed by existing staff.
 - The school is also currently advertising for a part-time (0.6) World Language teacher for the 2018-19 school year and is communicating with Essex Fells to explore sharing their 0.4 Spanish teacher.
 - Community feedback is sought regarding Action Plans developed through last year's Strategic Planning sessions. The Action Plans provide guidance towards implementation of the goals and objectives deemed most valuable for students, school, and community. Feedback can be given through January 15th and can be accessed through the Strategic Planning page of the school website. Action Plans will be shared at the February Board Meeting.

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- A new School Social Worker from the Essex Regional Educational Services Commission (ERESC) will be joining the school in January and will be on-site three days a week. Ms. Zeoli, Supervisor of Special Services, will be providing a “state of the department” report at a future Board Meeting.
- The Noecker 50th Anniversary Committee is working on events for 2018, with the theme of “Peace, Love, and Noecker!”
- Ms. Somers thanked the Public Works Department for salting our driveway while school is in session.
- Ms. Somers wished everyone merry holidays and a happy new year.

VI. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Ms. Kot provided an overview of Finance and Facilities Agenda items, including submission of the Application for State School Aid (ASSA), verification and submission of the Audit Summary (“AudSum”), upload and submission of the Comprehensive Annual Financial Report (CAFR) and the 2016-2017 Correction Action Plan (CAP). Other required filings include the Title I Performance Report and Title I Comparability Report, both of which are required to receive federal Title I funds for the education of disadvantaged students.
- Ms. Kot discussed the Mid-Year Audit Review to be conducted by Nisivoccia in February. The Mid-Year Audit will allow the testing of critical financial data including the recent conversion of the Accounting software and the upcoming transition to the new Payroll software scheduled for January 1, 2018. The Auditors will also review the District Report of Transported Students (DRTRS) and the ASSA, along with several months of Board Secretary and Treasurer Reports. A Mid-Year Audit should make for a smoother and more efficient year-end Audit in 2018.
- The Business Office has been devoting a substantial amount of time and resources to the conversion of the Payroll software, with the first Payroll in the new system set for January 15, 2018.

VII. COMMITTEE REPORTS

- Mr. Goldstein provided a Negotiations Committee Report
 - The Negotiations Committee had its first meeting on December 1, 2017. The next meeting of the Committee will be held on January 12, 2018. Information will begin to be passed on to the community thereafter.
 - Mr. Goldstein will be continuing on the Negotiations Committee in an advisory capacity to assist the Board and provide continuity.

VIII. PUBLIC COMMENT – On agenda items only

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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.

- No public comment.

IX. APPROVAL OF ACTION ITEMS

BOARD MINUTES/REPORTS

RPT-14-18 Approve Closed Session and Regular Board Meeting Minutes for November 16, 2017

RPT-15-18 Approve the November, 2017 Code of Conduct Report

RPT-16-18 Approve the November, 2017 Enrollment Report

RPT-17-18 Approve the November, 2017 HIB Report

RPT-18-18 Approve the Quarterly Health Office Report

MOTION by Mrs. Perrotti, SECOND by Mr. Gorman

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *All ayes.*

RPT-14-18 Approve Closed Session and Regular Board Meeting Minutes for November 16, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Closed Session and Regular Board Meeting Minutes for November 16, 2017.

RPT-15-18 Approve the November, 2017 Code of Conduct Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the November, 2017 Code of Conduct Report.

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RPT-16-18 Approve the November, 2017 Enrollment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the November, 2017 Enrollment Report.

RPT-17-18 Approve the November, 2017 HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the November, 2017 HIB Report.

RPT-18-18 Approve the Quarterly Health Office Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the quarterly health office report (September, October, and November 2017) for the 2017-2018 school year.

FINANCE/FACILITIES

FIN-81-18 Approve Acceptance of the Report of the Treasurer of School Monies – September 30, 2017

FIN-82-18 Approve Acceptance of the Report of the Board Secretary – September 30, 2017

FIN-83-18 Approve Acceptance of the Board of Education’s Monthly Certification of Major Budgetary Account/Fund Status – September 30, 2017

FIN-84-18 Approve Payment of Bills and Claims – December 21, 2017

FIN-85-18 Approve Acceptance of the Cafeteria Report – November 30, 2017

FIN-86-18 Approve Budgetary Line Item Transfers – September, 2017

FIN-87-18 Approve Travel and Work Related Expenses

FIN-88-18 Approve the Transfer of Funds to the Capital Reserve Account

FIN-89-18 Approve Submission of the 2016-2017 ESEA/NCLB Title I Performance Report

FIN-90-18 Approve Submission of the 2017-2018 ESEA Title I Comparability Report

FIN-91-18 Approve Building Use Requests

FIN-92-18 Approve Submission of the 2016-2017 Audit Summary (AudSum) Application

FIN-93-18 Approve Submission of the 2016-2017 Comprehensive Annual Financial Report (CAFR)

FIN-94-18 Approve Submission of the 2018-2019 Application for State School Aid (ASSA)

FIN-95-18 Approve Annual Stipend to District Test Coordinator, Employee No. 100259

FIN-96-18 Approve Revised Salary for Employee No. 100292

FIN-97-18 Approve e2e E-Rate Exchange Agreement for the 2018-2019 School Year

FIN-98-18 Approve Payment for Employee No. 100259 for Evening Events

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- FIN-99-18 Approve Extra Pay for Employee No. 100310 for Winter Concert
FIN-100-18 Approve Payment to Staff for Participation in the Preschool/ Kindergarten
Open House
FIN-101-18 Approve Payment of Overtime to Employee No. 100009 for Kindergarten
Open House
FIN-102-18 Approve a Mid-Year Financial Audit by Nisivoccia LLP
FIN-103-18 Approve Addendum to Shared Services Contract with ERESC for CST Services
FIN-104-18 Approve Agreement with J.A.T. Services for Snow Plowing and Snow Removal
for the 2017-2018 School Year
FIN-105-18 Approve Acceptance of Donation from the Family of Patricia Baker

MOTION by Mr. Goldstein, SECOND by Mrs. Perrotti

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *All ayes.*

- FIN-81-18 Approve Acceptance of the Report of the Treasurer of School Monies –
September 30, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Report of the Treasurer of School Monies for the period ending September 30, 2017.

- FIN-82-18 Approve Acceptance of the Report of the Board Secretary – September 30, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Board Secretary's Report for the period ending September 30, 2017.

- FIN-83-18 Approve Acceptance of the Board of Education's Monthly Certification of Major
Budgetary Account/Fund Status – September 30, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, pursuant to N.J.A.C. 6A:23-2.12(c)4, certifies that as of September 30, 2017, 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. 6A:23-2.12(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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FIN-84-18 Approve the Payment of Bills and Claims – December 21, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of Bills and Claims for the period ending December 21, 2017:

General Fund Bills & Claims	\$ 295,278.60	
General Fund Payroll	\$ 472,431.12	through December 15, 2017
Special Revenue	\$ 34,371.60	
<u>Cafeteria Fund Bills & Claims</u>	<u>\$ 31,557.12</u>	
<i>Total Payments</i>	<i>\$ 833,638.44</i>	

FIN-85-18 Approve Acceptance of the Cafeteria Report – November 30, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Cafeteria Report for the period ending November 30, 2017.

FIN-86-18 Approve Budgetary Line Item Transfers – September, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the attached Line Item Budget Transfers for the month of September, 2017, as per N.J.S.A. 18A:8.1.

FIN-87-18 Approve the Travel and Work Related Expenses

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, and in accordance with the travel policy, hereby approves the following travel related expenses:

Staff Member: Adam Rivera
Event: Connecting NJ: Powering your Network Upgrade with E-rate Funds
Location: NJIT, Newark, NJ
Purpose: E-Rate Seminar
Date: December 11, 2017 (*retroactive*)
Cost: Parking, Tolls and Mileage at OMB rate

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Staff Member: Adam Rivera
Event: PARCC Training
Location: Whippany, NJ
Purpose: PARCC Training
Date: February 28, 2018
Cost: Mileage at OMB rate

Staff Member: Lynn Cummings
Event: PARCC Training
Location: Whippany, NJ
Purpose: PARCC Training
Date: February 28, 2018
Cost: Mileage at OMB rate

Staff Member: Chelsea Clarke
Event: NJCGTP Spelling Bee
Location: St. Ann's Parish, Parsippany, NJ
Purpose: Spelling Bee
Date: February 9, 2018
February 26, 2018 (snow date)
Cost: \$30.00 per student/6 students = \$180.00

FIN-88-18 Approve the Transfer of Funds to the Capital Reserve Account

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the transfer of \$450,000.00 to the Capital Reserve Account as per the June 21, 2017 Board Resolution, FIN-215-17, and in line with the excess surplus calculated in the CAFR for Fiscal Year 2017.

FIN-89-18 Approve Submission of the 2016-2017 ESEA/NCLB Title I Performance Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2016-2017 Elementary and Secondary Education Act (ESEA)/(formerly NCLB) Title I Performance Report to the State.

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FIN-90-18 Approve Submission of the 2017-2018 ESEA Title I Comparability Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2017-2018 Elementary and Secondary Education Act (ESEA) Title I Comparability report to the State.

FIN-91-18 Approve the Building Use Requests (District Goal: Community Engagement)

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

Organization	Dates	Time	Day(s)	Purpose	Room/Area
Roseland Athletic Club (RAC)	January 2, 9, 23, 30, 2018 February 6, 13, 27, 2018	8:30PM - 9:30PM	Tuesdays	Travel Basketball	Sierchio Gym & MPR
Roseland H.S.A.	January 2, 3, 8, 9, 10, 17, 22, 23, 24, 29, 30, 31, 2018 February 5, 6, 7, 12, 13, 14, 21, 26, 27, 28, 2018 March 5, 6, 7, 12, 13, 14, 2018 *January 24, 2018- Music Room only	3:30PM - 6:15PM	Mondays Tuesdays Wednesdays	Play Practices	Multi-Purpose & Music Room
Roseland H.S.A.	January 20, 2018 February 10, 2018 March 10, 2018	1:30PM - 6:00PM	Saturdays	Play Practices	Multi-Purpose & Music Room
Roseland H.S.A.	March 19, 2018 March 20, 2018 March 21, 2018	3:30PM - 7:30PM	Monday Tuesday Wednesday	Dress Rehearsals	Multi-Purpose & Music Room
Roseland H.S.A.	March 22, 2018 March 23, 2018 (all other events being blocked out of school on both dates)	5:00PM - 9:30PM	Thursday Friday	Play Dates	Multi-Purpose & Music Room

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FIN-92-18 Approve Submission of the 2016-2017 Audit Summary Application (AudSum)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves submission of the 2016-2017 Audit Summary Application (AudSum) to the State.

FIN-93-18 Approve Submission of the 2016-2017 Comprehensive Annual Financial Report (CAFR)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves submission of the 2016-2017 Comprehensive Annual Financial Report (CAFR), and supporting documents, to the State and County.

FIN-94-18 Approve Submission of the 2018-2019 Application for State School Aid (ASSA)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2018-2019 Application for State School Aid (ASSA) to the State.

FIN-95-18 Approve Annual Stipend to District Test Coordinator for Employee No. 100259

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the annual stipend payment of \$2,500.00 to the Roseland District Test Coordinator, Employee No. 100259, to be paid at the end of the 2017-2018 school year.

FIN-96-18 Approve Revised Salary for Employee No. 100292

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the revised salary of \$56,588.00, for Employee No. 100292, effective January 1, 2018.

FIN-97-18 Approve e2e E-Rate Exchange Agreement for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the e2e Exchange Agreement (Category 1) at an annual rate of \$750.00 for E-rate services for the 2018-2019 School Year.

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FIN-98-18 Approve Payment for Employee No. 100259 for Evening Events (District Goal: Community Engagement)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves payment to Employee No. 100259 for presenting at the November 16, 2017 (*retroactive*) Board of Education Meeting and at the Preschool/Kindergarten Open House on January 16, 2018, (Snow Date: January 17, 2018), at a rate of \$46.00 per hour, totaling \$138.00.

FIN-99-18 Approve Extra Pay for Employee No. 100310 for Winter Concert

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves payment to Employee No. 100310, to serve as a 1:1 Aide Chaperone for Student No. 8366205991, for the Winter Concert on December 13, 2017 (*retroactive*), at a rate of \$18.50 per hour for 2 hours.

FIN-100-18 Approve Payment to Staff for Participation in the Preschool/ Kindergarten Open House (District Goal: Community Engagement)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves payment of \$55.00per hour, not to exceed one (1) hour, to Employee Nos. 100367, 100135, 100079, 100305 and 100125 for participation in the Preschool/Kindergarten Open House on January 16, 2018 (Snow Date: January 17, 2018).

FIN-101-18 Approve Payment of Overtime to Employee No. 100009 for Kindergarten Open House (District Goal: Community Engagement)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the payment of one (1) hour of overtime in the amount of \$57.65 to Employee No. 100009 for Preschool/Kindergarten Open House on January 16, 2018 (Snow Date: January 17, 2018).

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FIN-102-18 Approve a Mid-Year Financial Audit by Nisivoccia LLP

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a Mid-Year Financial Audit be performed by the District Auditor, Nisivoccia LLP, with associated costs applied against the District's annual Audit fees.

FIN-103-18 Approve Addendum to Shared Services Contract with ERESC for CST Services

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Addendum to the Shared Services Contract for Child Study Team and related services with the Essex Regional Educational Services Commission (ERESC) in the amount of \$550 per day, not to exceed 26 days (1 day per week), for additional weekly on-site services by the Social Worker for the 2017-2018 School Year.

FIN-104-18 Approve Agreement with J.A.T. Services for Snow Plowing and Snow Removal for the 2017-2018 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the agreement with JAT Services for snow plowing and snow removal for the 2017-2018 School Year.

FIN-105-18 Approve Acceptance of Donation from the Family of Patricia Baker

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to accept the generous donation in the amount of \$5, 000.00 in memory of Patricia Baker from the Baker Family to be used for the Lester C. Noecker Elementary School World Language Program.

PERSONNEL/MANAGEMENT

PER-42-18 Approve Extended Home Instruction for Student No. 8655727514

PER-43-18 Approve Medical Leave of Absence for Employee No. 100099

PER-44-18 Approve Employee No. 100443 as a Long Term Substitute Teacher for Employee No. 100099

PER-45-18 Approve Employee No. 100390 as a Morning Supervisor for the 2017-2018 School Year

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- PER-46-18 Approve Employee No. 100259 as a Substitute Morning Supervisor for the 2017-2018 School Year
- PER-47-18 Approve Heather Schimmel as the Library/Media Specialist for the 2017-2018 School Year
- PER-48-18 Approve Alexandra Hornyak as a 1:1 Classroom Aide for the 2017-2018 School Year
- PER-49-18 Approve Jody Cancellieri as the (0.6) Confidential Administrative Assistant for the 2017-2018 School Year
- PER-50-18 Approve Samantha Pagliuca for Five (5) hours for Field Assignment Placement
- PER-51-18 Approve Additional Substitute Teachers for the 2017-2018 School Year
- PER-52-18 Approve Library Volunteers for the 2017-2018 School Year

MOTION by Mr. Goldstein, SECOND by Mr. Gorman

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *All ayes.*

- PER-42-18 Approve Extended Home Instruction for Student No. 8655727514

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves extended home instruction, retroactive to November 17, 2017, for Student No. 8655727514 provided by approved Home Instruction Teachers at a their respective hourly rate, not to exceed a total of 10 hours per week for up to six weeks.

- PER-43-18 Approve Medical Leave of Absence for Employee No. 100099

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a medical leave of absence (*retroactive*) for Employee No. 100099 from November 29, 2017 through December 18, 2017.

- PER-44-18 Approve Employee No. 100443 as a Long Term Substitute Teacher for Employee No. 100099

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Employee No. 100443 as a long term substitute teacher (*retroactive*) for Employee No. 100099 at a rate of \$100.00 per day from November 29, 2017 through December 18, 2017.

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PER-45-18 Approve Employee No. 100390 as a Morning Supervisor for the 2017-2018 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Employee No. 100390 as a morning supervisor for the 2017-2018 school year, 8:30 AM - 8:50 AM (20 minutes) at a rate of \$10.00 per day or \$1,800.00 for the year if he supervises every day.

PER-46-18 Approve Employee No. 100259 as a Substitute Morning Supervisor for the 2017-2018 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Employee No. 100259 as a substitute morning supervisor for the 2017-2018 school year on a daily rotating schedule, from 8:30AM - 8:50AM (20 minutes) at a rate of \$10.00 per day.

PER-47-18 Approve Heather Schimmel as the Long Term Leave Library/Media Specialist for the 2017-2018 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Heather Schimmel as the Long Term Leave Library/Media Specialist, Position Control No. 65, at an annual salary of \$63,529.00 (Step 9, MA) for the 2017-2018 school year, with no benefits, effective January 2, 2018, pending background check.

PER-48-18 Approve Alexandra Hornyak as a 1:1 Classroom Aide for the 2017-2018 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve Alexandra Hornyak as a 1:1 Classroom Aide, Position Control No. 007, at an annual salary of \$17, 600.00 (Step 1, BA), for the 2017-2018 School Year, with no benefits, effective January 8, 2018, pending background check.

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PER-49-18 Approve Jody Cancellieri as the Part-Time (0.6) Confidential Administrative Assistant to the Special Services/Business Office Departments for the 2017-2018 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Jody Cancellieri as the Part-Time (0.6) Confidential Administrative Assistant to the Special Services/Business Office Departments, Position Control No. 137, at an annual salary of \$34,000, with no benefits, effective on or about February 5, 2018, unless released earlier from her current position, for the 2017-2018 School Year, pending background check.

PER-50-18 Approve Samantha Pagliuca for Five (5) hours for Field Assignment Placement

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve Samantha Pagliuca for Field Assignment Placement for a total of five (5) days between January 3, 2018 through January 19, 2018.

PER-51-18 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.

PER-52-18 Approve Additional Library Volunteer for the 2017-2018 School Year (District Goal: Community Engagement)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve an additional library volunteer for the 2017-2018 School Year.

CURRICULUM AND INSTRUCTION

C&I-25-18 Approve 2017-2018 School Field Trips

C&I-26-18 Approve the Job Description for Administrative Assistant to the Special Services/Business Office Department (0.6)

C&I-27-18 Approve Creation of Position Control No. 137, Confidential Administrative Assistant to the Special Services/Business Office Department (0.6)

C&I-28-18 Approve to Amend the Job Description for the Confidential Administrative Assistant to the Superintendent

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C&I-29-18 Approval of 2018-2019 District and 12-Month Employee Calendars

MOTION by Mr. Gorman, SECOND by Mrs. Perrotti

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *All ayes.*

C&I-25-18 Approve 2017-2018 School Field Trips

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following school field trips for the 2017-2018 school year.

Grade	Class Trip	Date	Purpose
Fourth Grade	Sterling Hill Mining Museum	May 14, 2018	Annual Field Trip
Kindergarten	Farmstead Estates	May 11, 2018	Annual Field Trip

C&I-26-18 Approve the Job Description for Confidential Administrative Assistant to the Special Services/Business Office Department (0.6)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the job description for the Confidential Administrative Assistant to the Special Services/Business Office Department. (0.6).

C&I-27-18 Approve Creation of Position Control No. 137, Confidential Administrative Assistant to the Special Services/Business Office Department (0.6)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the creation of Position Control No. 137, Confidential Administrative Assistant to the Special Services/Business Office Department (0.6).

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
DECEMBER 21, 2017 – 7:30 p.m.**

C&I-28-18 Approve to Amend the Job Description for the Confidential Administrative Assistant to the Superintendent

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to amend the job description for the Confidential Administrative Assistant to the Superintendent.

C&I-29-18 Approval of 2018-2019 District and 12-Month Employee Calendars

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the 2018-2019 District and 12-Month Employee Calendars.

POLICIES, REGULATIONS AND BYLAWS

PRB-06-18 Approve Abolishment of Policy No. 7495-Integrated Pest Management

MOTION by Mr. Perrotti, SECOND by Mr. Gorman

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *All ayes.*

PRB-06-18 Approve Abolishment of Policy No. 7495-Integrated Pest Management

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the abolishment of Policy No. 7495-Integrated Pest Management as mandated Policy No. 7422-School Integrated Pest Management Plan has previously taken its place and was adopted on August 21, 2008 and revised December 8, 2016.

X. 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 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.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
DECEMBER 21, 2017 – 7:30 p.m.**

- Mr. Frank Pane, Roseland Education Association (REA) President, on behalf of the REA, read a letter regarding the departure of the Supervisor of Instruction and STEAM Integration, thanking her for her guidance and support and wishing her much future success.

XI. CORRESPONDENCE

- Correspondence from Ms. Philips requesting an update to the World Language Program. (*See Superintendent's Report, supra*, for relevant updates).

XII. OLD BUSINESS

- No old business.

XIII. NEW BUSINESS

- No old business.

XIV. 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 HIB Case #2017-2018-2.

The Board will publicly disclose information pertaining to topics discussed as soon thereafter as possible and once the reasons for nondisclosure 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.

The Board will reconvene in public at **9:00 PM** and may take action following the closed session.

MOTION by Mrs. DiGiacomo, SECOND by Mr. Goldstein.

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *All ayes*.

- The Board entered Closed Session at 8:53 p.m.

**BOARD OF EDUCATION
ROSELAND, NEW JERSEY**

**MINUTES
REGULAR BUSINESS MEETING
DECEMBER 21, 2017 – 7:30 p.m.**

XV. REOPEN INTO PUBLIC SESSION

MOTION by Mr. Gorman, SECOND by Mrs. Perrotti

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *All ayes.*

- The meeting reopened to public session at 9:00 p.m.

XVI. ADJOURNMENT

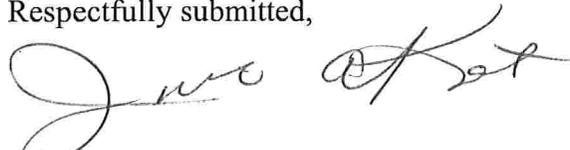
MOTION by Mrs. DiGiacomo, SECOND by Mr. Goldstein

ROLL CALL: Mrs. DiGiacomo, Mr. Goldstein, Mrs. Gordon, Mr. Gorman, Mrs. Perrotti - *All ayes.*

- The meeting was adjourned at 9:01 p.m.

The annual Reorganization Meeting, which will be immediately followed by the Regular Board Meeting, will be held on January 4, 2018 at 7:30 PM in the Lester C. Noecker Media Center.

Respectfully submitted,



Julie A. Kot

Business Administrator/Board Secretary