

**BOARD OF EDUCATION  
ROSELAND, NEW JERSEY**

**REGULAR BUSINESS MEETING  
AGENDA ITEM**

**LESTER C. NOECKER SCHOOL  
JANUARY 5, 2017 – 8:00 p.m.**

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**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 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. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_  
  
                                 Mr. Goldstein \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_

**III. FLAG SALUTE**

**IV. BOARD PRESIDENT REPORT**

**V. SUPERINTENDENT REPORT**

- Noecker News

**VI. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

- 2016-2017 Audit Results – ASSA and DRTRS Audit Results
- Budget
- Tree and Plaque Update

**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 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 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-15-17    Approve Board Meeting Minutes

RPT-16-17    Approve the December, 2016 Code of Conduct Report

RPT-17-17    Approve the December, 2016 Enrollment Report

RPT-18-17    Approve the December, 2016 HIB Report

RPT-19-17    Approve the Board Members Code of Ethics

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

ROLL CALL:            Mrs. DiGiacomo \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_

Mr. Goldstein \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_

RPT-15-17    Approve Board Meeting Minutes

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular Board Minutes for December 8, 2016.

RPT-16-17    Approve the December, 2016 Code of Conduct Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the December, 2016 Code of Conduct Report.

RPT-17-17    Approve the December, 2016 Enrollment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the December, 2016 Enrollment Report.

RPT-18-17    Approve the December, 2016 HIB Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the December, 2016 HIB Report.

RPT-19-17    Approve the Board Members Code of Ethics

The Board of Education Members had the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

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RESOLVED, that the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Roseland Regional Board of Education:

**CODE OF ETHICS**

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action to policy-making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

**FINANCE/FACILITIES**

- FIN-91-17 Approval for Payment of Bills and Claims –January 5, 2017
- FIN-92-17 Approve Line Item Transfers – December, 2016
- FIN-93-17 Approve Travel and Work Related Expenses
- FIN-94-17 Approve Building Use Requests
- FIN-95-17 Approve Conquer Math Curriculum Updates-Nancy Schultz Three (3) Sessions
- FIN-96-17 Approve Extra Pay for Erik Mortensen, Classroom Aide for Winter Concert
- FIN-97-17 Approve a Psychiatric Evaluation for a Student
- FIN-98-17 Approve the Resolution for School Board Recognition Month in New Jersey

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MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

ROLL CALL:           Mrs. DiGiacomo \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_

Mr. Goldstein \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_

FIN-91-17     Approval for Payment of Bills and Claims –January 5, 2017

RESOLVED, that the Board of Education, upon the recommendation of the Interim Superintendent approves, the payment of the Bills and Claims for the period ending January 5, 2017:

General Fund-Bills & Claims	\$196,219.32
General Fund-Payroll	\$452,532.93 through 12/31/16
Fund 60	\$1,230.98

FIN-92-17     Approve Line Item Transfers – December, 2016

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent approves, the Budget Transfers for the month of December, 2016 in the amount of \$78,371.99 as per N.J.S.A. 18A:8.1.

FIN-93-17     Approve the Travel and Work Related Expenses

RESOLVED, upon the recommendation of the Superintendent, that in accordance with the travel Policy No. 6471, the Board hereby approves the payment of the following travel related expenses, which is effective as of the date set forth below:

Staff Member: Jennifer Mulvaney  
Event: Google Educator Level 2 Boot Camp  
Location: Paramus, NJ  
Purpose: Google Apps Training  
Date: March 10, 2017  
Cost: Registration Fee: \$185.00  
Mileage at OMB rate

Staff Member: Colleen Lavorgna, Christina Melillo, Janine Piscitello,  
Anne Maria Petrarca, Lori McGrath, Erika Albu, Julieth Santos  
Event: Math Curriculum Workshops  
Location: Fairfield, NJ  
Purpose: Math Update Training

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Date: 12/22/16, 2/17, 4/17 (TBD)  
Cost: Fee: \$2,100.00/3 sessions (As noted in FIN-100-17)  
Mileage at OMB rate

Staff Member: Jennifer Mulvaney and Amy Dahn  
Event: PARCC Training  
Location: Whippany, NJ  
Purpose: Test Coordinator Training  
Date: February 10, 2017  
Cost: Mileage at OMB rate

Staff Member: Mark Mansour  
Event: Conquer Math  
Location: Pompton Plains, NJ  
Purpose: Math Curriculum Updates  
Date: January 23, 2017 and February 1, 2017  
Cost: Registration Fee: \$135.00/each  
Mileage at OMB rate

Staff Member: Mark Mansour  
Event: Legal One-Anti-Bullying Specialist Certification  
Location: Monroe Township, NJ  
Purpose: Anti-Bullying Specialist Certification (As noted in PER-58-17)  
Date: January 25, 2017 and February 7, 2017  
Cost: Registration Fee: \$150.00/each  
Mileage at OMB rate

Staff Member: Jennifer Mulvaney  
Event: Foundation for Educational Administration  
Location: No. Caldwell, NJ  
Purpose: Science Teaching & Learning/Standards  
Date: January 16, 2017  
Cost: Registration Fee: \$107.90  
Mileage at OMB rate

Staff Member: Lynn Cummings  
Event: Bullying Law Update  
Location: New Providence, NJ  
Purpose: Anti-Bullying Law Updates

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Date: January 17, 2017  
Cost: Registration Fee: \$150.00  
Mileage at OMB rate

Staff Member: Anna Gordon and Jean Perrotti  
Event: NJSBA Leadership Regional Training Conference  
Location: Montville, NJ  
Purpose: School Board Training  
Date: February 4, 2017  
Cost: Registration Fee: \$50.00  
Mileage at OMB rate

- FIN-94-17     Approve the Building Use Requests  
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
Girl Scouts Sweetheart Dance	2/3/17 2/10/17-Snow Date	7:00pm-9:30pm	Fridays	Annual Sweetheart Dance	MPR
Roseland Athletic Club	2/11/17	1:30pm-4:30pm	Saturday	Youth Basketball - Canceled	MPR
School Play Wizard of Oz	1/21, 2/11, 2/25, 3/18/17	1:30pm-6:30pm	Saturdays	Play Rehearsal - Change in time	MPR
School Play Wizard of Oz	1/9, 1/23, 1/30, 2/6, 2/13, 2/27, 3/6, 3/13, 3/20/17	6:30pm-7:30pm	Mondays	Play Rehearsal - Change in location	Music Room
School Play Wizard of Oz	1/10, 1/24, 1/31, 2/7, 2/14, 3/7,3/14,3/21/17	7:00pm-8:00pm	Tuesdays	Play Rehearsal - Change in location	Music Room
Recreation Department	1/11, 2/1, 2/8, 2/15, 2/22, 3/1, 3/8, 3/15/17	5:45pm-9:30pm	Wednesdays	Youth Basketball - Change in Time	MPR

- FIN-95-17     Approve Conquer Math Curriculum Updates-Nancy Schultz Three (3) Sessions

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Conquer Math Curriculum Updates with Nancy Schultz for three (3) sessions for grade levels K-6 at a total cost of \$2,100.00.

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FIN-96-17     Approve Extra Pay for Erik Mortensen, Classroom Aide for Winter Concert

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves extra pay, retroactive, for Erik Mortensen, classroom aide, for his assistance at the Winter Concert on December 7, 2016 at a rate of \$18.50/hr. for 1.5 hours.

FIN-97-17     Approve a Psychiatric Evaluation for a Student

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a psychiatric evaluation for Student No. 2115905677, services provided by Dr. Mark Faber, at a rate of \$550.00.

FIN-98-17     Approve the Resolution for School Board Recognition Month in New Jersey

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, to approve the resolution to commend the efforts of all school boards in New Jersey and to urge the public to support the efforts to improve education.

WHEREAS, The New Jersey School Boards Association and the National School Boards Association have declared January 2016 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Roseland Board of Education is one of more than 600 local school boards in New Jersey that sets policies and over sees operations for public school districts; and

WHEREAS, The Roseland Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of 1.4 million children in Pre-Kindergarten through 12<sup>th</sup> grade; and

WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

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WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Roseland Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2016 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Roseland Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

**PERSONNEL/MANAGEMENT**

PER-57-17    Approve Library Volunteers for the 2016-2017 School Year

PER-58-17    Approve the Following Revision to HIB Specialists for the 2016-2017 School Year

PER-59-17    Approve the Revised Job Descriptions

PER-60-17    Approve the Letter of Retirement from Employee No. 100116

PER-61-17    Approve the Letter of Retirement from Employee No. 100325

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

ROLL CALL:            Mrs. DiGiacomo \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_

Mr. Goldstein \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_

PER-57-17    Approve Library Volunteers for the 2016-2017 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Judith Buzzelli, Nancy Mingari, and Kerry Rapp as Library Volunteers for the 2016-2017 school year.

PER-58-17    Approve the Following Revision to HIB Specialists for the 2016-2017 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Mark Mansour as Alternate HIB Specialist for the 2016-2017 school year.

PER-59-17    Approve the Revised Job Descriptions

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following job descriptions for the 2016-2017 school year:



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School Counselor  
Custodian

PER-60-17    Approve the Letter of Retirement from Employee No. 100116

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the letter of retirement from Employee No. 100116, effective July 1, 2017.

PER-61-17    Approve the Letter of Retirement from Employee No. 100325

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the letter of retirement from Employee No. 100325, effective March 1, 2017.

**CURRICULUM AND INSTRUCTION**

C&I-25-17    Approve 2016-2017 School Field Trips

C&I-26-17    Approval of 2017-2018 District and 12-Month Calendars

C&I-27-17    Harassment, Intimidation or Bullying Period 1 Report – July 1, 2016 through  
December 31, 2016

C&I-28-17    Electronic Violence & Vandalism Reporting System Period 1 Report – July 1, 2016 through  
December 31, 2016

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

ROLL CALL:        Mrs. DiGiacomo \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_

Mr. Goldstein \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_

C&I-25-17    Approve 2016-2017 School Field Trips

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following school field trips for the 2016-2017 school year.

Grade	Class Trip	Date	Purpose
4	Sterling Hill Mines	5/1/17	Learn about geology

C&I-26-17    Approval of 2017-2018 District and 12-Month Calendars

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the 2017-2018 District and 12-Month Calendars.

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C&I-27-17     Harassment, Intimidation or Bullying Period 1 Report – July 1, 2016 through December 31, 2016

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Harassment, Intimidation or Bullying Report for Period 1 - July 1, 2016 through December 31, 2016.

C&I-28-17     Electronic Violence & Vandalism Reporting System Period 1 Report – July 1, 2016 through December 31, 2016

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Electronic Violence & Vandalism System Report for Period 1 - July 1, 2016 through December 31, 2016.

**POLICIES, REGULATIONS AND BYLAWS**

PRB-15-17     Approve First Reading the Revised/New Policies, Regulations, Bylaws

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

ROLL CALL:            Mrs. DiGiacomo \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_

Mr. Goldstein \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_

PRB-15-17     Approve First Reading the Revised/New Bylaws, Policies, Regulations

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves on second reading and adopts the following policies/regulations:

Regulation No. 2430R	Co-Curricular Activities
Regulation No. 5111R	Eligibility of Resident/Nonresident Students
Regulation No. 5200R	Attendance
Regulation No. 5308R	Student Health Records
Regulation No. 5310R	Health Services
Regulation No. 5513R	Care of School Property
Regulation No. 5751R	Sexual Harassment of Students
Regulation No. 5860R	Rules for Safety Patrol Members
Regulation No. 6422R	Budget Transfers
Regulation No. 6470R	Payment of Claims
Regulation No. 7420R	Handling and Disposal of Body Wastes and Fluids
Regulation No. 7420.1R	Bloodborne Pathogen Exposure Control Plan
Regulation No. 7420.2R	Chemical Hygiene

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**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. OLD BUSINESS**

**NEW BUSINESS**

**XI. 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 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.

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

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

ROLL CALL:           Mrs. DiGiacomo \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_

Mr. Goldstein \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_

**XII. REOPEN INTO PUBLIC SESSION**

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

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ROLL CALL:        Mrs. DiGiacomo \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_  
  
                         Mr. Goldstein \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_

**XIII. ADJOURNMENT**

MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_

ROLL CALL:        Mrs. DiGiacomo \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_  
  
                         Mr. Goldstein \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_

**Next Board Meeting is on Tuesday, February 7, 2017 at 7:00 p.m., in the Lester C. Noecker Media Center.**