## REGULAR BOARD MEETING AGENDA ITEM

## LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM

## I. <u>CALL TO ORDER</u> – Mrs. Gordon

## 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. <u>COMMITTEE REPORTS</u>

- Negotiations Committee (*Board Goal: Negotiations*)
- Finance Committee (*Board Goals: Financial* and *Budget*)
- Ad-hoc Board-Borough Community Advisory Committee (*Board Goal: Board-Borough Partnership*)

## VI. <u>SUPERINTENDENT REPORT</u>

- Noecker News Principal
- 2017-2018 HIB District Self-Assessment Presentation (District Goal: School Community)
- Superintendent Comments

## VII. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Nisivoccia Financial Audit Presentation
- Agenda Items

## REGULAR BOARD MEETING AGENDA ITEM

## LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM

## VIII. <u>PUBLIC COMMENT</u> – 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 <u>on agenda items only</u> 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.

## IX. APPROVAL OF ACTION ITEMS

## **BOARD MINUTES/REPORTS**

RPT-008-19 Approve Regular Meeting Minutes for September 20, 2018			
RPT-009-19 Approve the September, 2018 Enrollment Report			
RPT-010-19 Approve the September, 2018 Code of Conduct Report			
RPT-011-19 Approve the September, 2018 HIB Report			
MOTION by	, SECOND by		
ROLL CALL	: Mrs. Gordon Mr. Gorman Mrs. Perrotti		
	Mrs. Savarese Mrs. Scaraggi		
RPT-008-19	Approve Regular Meeting Minutes for September 20, 2018		
	RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Regular Board Minutes for September 20, 2018.		
RPT-009-19	Approve the September, 2018 Enrollment Report		
	RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the September, 2018 Enrollment Report.		
RPT-010-19	Approve the September, 2018 Code of Conduct Report		
	RESOLVED, that the Board of Education, upon the recommendation of the		

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

## **REGULAR BOARD MEETING AGENDA ITEM**

## LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM

RPT-011-19 Approve the September, 2018 HIB Report

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

## **FINANCE/FACILITIES**

FIN-050-19	Acceptance of the Report of the Treasurer of School Monies - August 31, 2018
FIN-051-19	Acceptance of the Report of the Board Secretary - August 31, 2018
FIN-052-19	Acceptance of the Board of Education's Monthly Certification of Major
	Budgetary Account/Fund Status - August 31, 2018
FIN-053-19	Approve Line Item Transfers - August, 2018
FIN-054-19	Approve Payment of Bills and Claims - October 18, 2018
FIN-055-19	Acceptance of the Cafeteria Report - September 30, 2018
FIN-056-19	Approve Travel and Work Related Expenses
FIN-057-19	Approve Overtime Hours for Employees at Evening Events
FIN-058-19	Approve Submission of the Fiscal Year 2018 ESEA Final Expenditure Reports
FIN-059-19	Approve Submission of the Fiscal Year 2018 ESEA Title I, Part A Performance
	Report
FIN-060-19	Approve Submission of the Fiscal Year 2019 ESEA Title I Comparability Report
FIN-061-19	Approve Submission of the 2019-2020 Debt Service Data Collection (DSDC)
	Report
FIN-062-19	Approve Submission of the Fiscal Year 2018 Individuals with Disabilities in
	Education Act (IDEA) Final Report
FIN-063-19	Approve Submission of the 2018-2019 M-1 and Comprehensive Maintenance
	<u>Plan</u>
FIN-064-19	Approve Acceptance of Financial Audit for Year Ending June 30, 2018
FIN-065-19	Approve the Corrective Action Plan (CAP) to Address 2017-2018 Audit
	Recommendations
FIN-066-19	Approve the Roseland School District Purchasing Manual for the 2018-2019
	School Year
FIN-067-19	Approval of LLC Landscapes Agreement for the 2018-2019 School Year
FIN-068-19	Approval of Industrial Appraisal Co. Agreement for Fixed Asset Appraisal
FIN-069-19	Approve Acceptance of the Revised 2018 Extraordinary Aid Funds
FIN-070-19	Approve an Occupational Evaluation for Student No. 3805677443
FIN-071-19	Approve an Occupational Evaluation for Student No. 1807078985
FIN-072-19	Approve an Occupational Evaluation for Student No. 5588384497
MOTION by	, SECOND by
ROLL CALL	: Mrs. Gordon Mr. Gorman Mrs. Perrotti
	Mrs. Savarese Mrs. Scaraggi

REGULAR BOARD MEETING AGENDA ITEM		LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM
FIN-050-19	Acceptance of the Report of the Treasurer of Section 2015	chool Monies - August 31, 2018
	RESOLVED, that the Board of Education, upon Superintendent, receives the Report of the Trea for the period ending August 31, 2018.	
FIN-051-19	Acceptance of the Report of the Board Secretar	ry - August 31, 2018
	RESOLVED, that the Board of Education, upon Superintendent, receives the Report of the Boa ending August 31, 2018.	
FIN-052-19	Approve the Board of Education's Monthly Ce Account/Fund Status - August 31, 2018	rtification of Major Budgetary
	RESOLVED, that the Board of Education, upor Superintendent, pursuant to N.J.A.C. 6A:23-2. 2018, after review of the Secretary's monthly f section) and upon consultation with the approp our knowledge, no major account or fund has b N.J.A.C. 6A:23-2.12(b) and that sufficient func- financial obligations for the remainder of the fi	12(c)4, certifies that as of August 31, inancial report (appropriations riate district officials, to the best of been over expended in violation of ds are available to meet the district's
FIN-053-19	Approve Line Item Transfers - August, 2018	
	RESOLVED, that the Board of Education, upo Superintendent, approves the attached Line Iter August 2018, as per N.J.S.A. 18A:8.1.	
FIN-054-19	Approve the Payment of Bills and Claims - Oc	tober 18, 2018
	RESOLVED, that the Board of Education, upo Superintendent, approves the payment of the B ending October 18, 2018:	
	General Fund Bills & Claims \$ 250.6	78.06

General Fund Bills & Claims	\$	250,678.06	
General Fund Payroll	\$	486,366.51	through October 18, 2018
Special Revenue Bills & Claims	\$	22,523.94	
Cafeteria Fund	<u>\$</u>	205.00	
Total Payments	\$	759,773.51	

#### **REGULAR BOARD MEETING** LESTER C. NOECKER SCHOOL **OCTOBER 18, 2018 - 7:30 PM** AGENDA ITEM Acceptance of the Cafeteria Report - September 30, 2018 FIN-055-19 RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, receives the Cafeteria Report for the period ending September 30, 2018. FIN-056-19 Approve the Travel and Work Related Expenses (District Goal: Student Achievement) 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: Lynn Cummings Traumatic Loss Coalition Workshops Event: Cedar Grove, NJ Location: **Bi-Monthly Workshops** Purpose: October 3, 2018 (retroactive), December 12, 2018, Date: February, 13, 2019, and April 10, 2019 Cost: Tolls & Mileage at OMB rate Staff Member: Adam Rivera Data Protection Deep Dive Workshop Event: Location: Fairfield, NJ Purpose: **Professional Development** October 9, 2018 (retroactive) Date: Cost: Tolls & Mileage at OMB rate Staff Member: Lisa Barcia Event: Sussex Cooperative Essex County Meeting West Orange, NJ Location: DRTRS Purpose: Date: October 11, 2018 (retroactive) Tolls & Mileage at OMB rate Cost: Staff Member: Robyn Greenwald Administrator/Supervisor Two Day Workshop Event: Fairfield, NJ Location: NJ Student Learning Standards in Mathematics Purpose: October 16, 2018 (retroactive) and December 5, 2018 Date: \$155.00/per workshop Cost:

Tolls & Mileage at OMB rate

## REGULAR BOARD MEETING AGENDA ITEM

## LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM

Staff Member: Event: Location: Purpose: Date: Cost:	Jarrad Brown School Social Worker Workshop Monroe Township, NJ Behavior Interventions in the Classroom Suicide Risk Assessments in School October 23, 2018 \$125.00 Tolls & Mileage at OMB rate
Staff Member: Event: Location: Purpose: Date: Cost:	Lauren Miller I&RS 504 Workshop West Orange, NJ Professional Development November 15, 2018 \$75.00 Tolls & Mileage at OMB rate
Staff Member: Event: Location: Purpose: Date: Cost:	Frances Noronha I&RS 504 Workshop West Orange, NJ Professional Development November 15, 2018 \$75.00 Tolls & Mileage at OMB rate
Staff Member: Event: Location: Purpose: Date: Cost:	Chelsea Clarke NJCGTP - STEM/STEAM Adventures Morristown, NJ Technology Workshop Presentation December 4, 2018 December 5, 2018 - snow date Tolls & Mileage at OMB rate
Staff Member: Event: Location: Purpose: Date: Cost:	Chelsea Clarke NJCGTP - Teachers Sharing Meeting Morris County Library County Meeting January 28, 2019 - 9:30 a.m 12:30 p.m. Tolls & Mileage at OMB rate

#### REGULAR BOARD MEETING AGENDA ITEM

## LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM

Staff Member:	Chelsea Clarke
Event:	Essex County Steering Committee for Gifted Education
Location:	Cedar Grove, NJ
Purpose:	County Meeting
Date:	March 8, 2019 - 1:00 p.m.
Cost:	Tolls & Mileage at OMB rate

# FIN-057-19 Approve Overtime Hours for Employees at Evening Events (District Goal: Family Engagement)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve overtime hours for employees presenting at and/or attending evening events.

FIN-058-19 Approve Submission of the Fiscal Year 2018 ESEA Final Expenditure Reports

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 and Title II Final Expenditure Reports to the Department of Education.

FIN-059-19 Approve Submission of the Fiscal Year 2018 ESEA Title I, Part A Performance 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, Part A Performance Report to the Department of Education.

FIN-060-19 Approve Submission of the Fiscal Year 2019 ESEA Title I Comparability Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2018-2019 Elementary and Secondary Education Act (ESEA) Title I Comparability Report to the Department of Education.

FIN-061-19 Approve Submission of the 2019-2020 Debt Service Data Collection (DSDC) Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2018-2019 Debt Service Data Collection (DSDC) Report to the Department of Education.

#### REGULAR BOARD MEETING AGENDA ITEM

## LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM

# FIN-062-19 Approve Submission of the Fiscal Year 2018 Individuals with Disabilities in Education Act (IDEA) Final Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2017-2018 Individuals with Disabilities in Education Act (IDEA) Final Report to the Department of Education.

FIN-063-19 Approve Submission of the 2018-2019 M-1 and Comprehensive Maintenance Plan

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2018-2019 M-1 and Comprehensive Maintenance Plan to the Department of Education.

FIN-064-19 Approve Acceptance of Financial Audit for Year Ending June 30, 2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the acceptance of the Roseland Board of Education findings expressed by the auditing firm of Nisivoccia, LLP, as cited in their reports entitled, Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2018, and Auditors' Management Report (AMR) on Administrative Findings – Financial, Compliance and Performance Fiscal Year Ending June 30, 2018.

FIN-065-19 Approve the Corrective Action Plan (CAP) to Address 2017-2018 Audit Recommendations

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Roseland Board of Education 2017-2018 Audit Corrective Action Plan as outlined below addressing two Audit Recommendations:

RECOMMENDATION NUMBER	CORRECTIVE ACTION REQUIRED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	PLANNED COMPLETION DATE OF IMPLEMENTATION
1 – Student Body Activities	It is recommended that a cash receipts journal that indicates the date of receipt is maintained and collections are deposited in a timely manner for the Student Activities fund. It is also recommended that all	cash receipts journal indicating the date of receipt will be implemented and maintained and collections are deposited in	Administrator/Board	Immediate and on-going, with full implementation completed by June 30, 2019.

## REGULAR BOARD MEETING AGENDA ITEM

## LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM

	signatures be obtained and vouchers be created for Student Activities	Activities Account expenditure and that administrative signatures are obtained.		
2 – Facilities and Capital Assets	It is recommended that greater care is exercised in the recording of fixed assets disposal and a physical appraisal is performed in order to accurately track and account for fixed assets of the District.	The District will ensure that greater care is exercised in the recording of fixed asset disposals and a physical appraisal report is obtained.	School Business Administrator/Board Secretary and Assistant to the BA.	On-going, with new asset inventory to be completed by June 30, 2019.

## FIN-066-19 Approve the Roseland School District Purchasing Manual for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Roseland School District Purchasing Manual for the 2018-2019 School Year.

## FIN-067-19 Approval of LLC Landscapes Agreement for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the LLC Landscapes agreement, for weekly landscaping and grounds care, at a cost of \$ 375.00 per week, not to exceed \$9,000.00 for the 2018-2019 school year.

## FIN-068-19 Approval of Industrial Appraisal Co. Agreement for Fixed Asset Appraisal

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Agreement with Industrial Appraisal Company to conduct a new asset inventory appraisal for fixed asset accounting control and insurance valuation purposes for an amount not to exceed \$2,295.00.

FIN-069-19 Approve Acceptance of the Revised 2018 Extraordinary Aid Funds

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the acceptance of the Revised 2018 Extraordinary Aid Award in the amount of \$50,006.

## **REGULAR BOARD MEETING** LESTER C. NOECKER SCHOOL AGENDA ITEM OCTOBER 18, 2018 - 7:30 PM FIN-070-19 Approve an Occupational Evaluation for Student No. 3805677443 RESOLVED, that the Board of Education upon the recommendation of the Superintendent, approves an occupational evaluation, services being provided by Pediatric Potentials for Student No. 3805677443, at a cost of \$250.00. FIN-071-19 Approve an Occupational Evaluation for Student No. 1807078985 RESOLVED, that the Board of Education upon the recommendation of the Superintendent, approves an occupational evaluation, services being provided by Pediatric Potentials for Student No. 1807078985 at a cost of \$250.00. FIN-072-19 Approve an Occupational Evaluation for Student No. 5588384497 RESOLVED, that the Board of Education upon the recommendation of the Superintendent, approves an occupational evaluation, services being provided by Pediatric Potentials for Student No. 5588384497, at a cost of \$250.00. PERSONNEL/MANAGEMENT PER-028-19 Approval of a Additional Staff for Stipend Duties in 2018-2019 PER-029-19 Approval of Library Volunteers for the 2018-2019 School Year PER-030-19 Approve Additional Substitute Teachers for the 2018-2019 School Year PER-031-19 Approval of Mary Ummak as an Instructional Aide PER-032-19 Approval of Employee No. 100170 Administrative Leave MOTION by \_\_\_\_\_, SECOND by \_\_\_\_\_ Mrs. Gordon \_\_\_\_\_ Mr. Gorman \_\_\_\_\_ Mrs. Perrotti \_\_\_\_\_ **ROLL CALL:** Mrs. Savarese Mrs. Scaraggi PER-028-19 Approval of a Additional Staff for Stipend Duties in 2018-2019

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the additional staff members to perform extra duty beyond their contractual obligations for the 2018-2019 school year.

#### REGULAR BOARD MEETING AGENDA ITEM

## LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM

## PER-029-19 Approval of Library Volunteers for the 2018-2019 School Year (District Goal: Family Engagement)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the list of library volunteers, pending criminal history approval, for the 2018-2019 school year.

PER-030-19 Approve Additional Substitute Teachers for the 2018-2019 School Year

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the list of additional substitute teachers for the 2018-2019 school year upon pending criminal history clearance.

PER-031-19 Approval of Mary Ummak as an Instructional Aide

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Mary Ummak as an Instructional Aide, Position Control No. 007, at an annual salary of \$17,550.00 + \$500.00 stipend for BA in Teaching, + \$500.00 stipend for ABA training, + \$1,000.00 for teaching certification, totaling \$19,550.00 (prorated), effective October 22, 2018, pending criminal history clearance.

PER-032-19 Approval of Employee No. 100170 Administrative Leave

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the paid administrative leave for Employee No. 100170, with benefits, effective September 28, 2018 through October 4, 2018.

## **CURRICULUM AND INSTRUCTION**

- C&I-011-19 Approval of 2018-2019 School Field Trips
- C&I-012-19 Approve the Submission of the 2017-2018 HIB School Self-Assessment Report
- C&I-013-19 Approve the Addition to the Uniform State Memorandum of Agreement (MOA between Education and Law Enforcement Officials

MOTION by	, SECOND by	
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ROLL CALL: Mrs. Gordon Mr. Gorman Mrs. Perrotti	
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Mrs. Savarese \_\_\_\_\_ Mrs. Scaraggi \_\_\_\_\_

## REGULAR BOARD MEETING AGENDA ITEM

## LESTER C. NOECKER SCHOOL OCTOBER 18, 2018 – 7:30 PM

C&I-011-19 Approval of 2018-2019 School Field Trips

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following school field trips for the 2018-2019 school year:

Grade	Class Trip	Date	Purpose
Sixth Grade Students	West Essex Holiday Concert for Sixth Grade	December 13, 2018	Winter Concert
		January 8, 2019 January 9, 2019 (snow date)	Music Appreciation
G&T Students (Grades 5-6)	Problem Solving G&T Trip Essex Fells School (9:00am - 12:30pm)	November 15, 2018	G & T Event
G&T Students (Grades 3-5)	Spelling Bee 9:30 am - 12:30 pm) Morristown, NJ	February 7, 2019 February 8, 2019 (snow date)	Annual Academic Event
G&T Students (Grades 4 & 5)	Learning Carnival 9:30am - 12:30pm) Morristown, NJ	March 6, 2019 March 7, 2019 (snow date)	Annual Academic Event
G&T Students	Totally Global 9:00am - 12:30pm Essex Fells, NJ	March 28, 2019	Annual Academic Event
G&T Students (Grade 5)	Challenge 24 (Math Competition) (9:00am) Millburn, NJ	June 5, 2019	Math Competition
Sixth Grade Students	Sixth Grade Move Up Day	June 13, 2019	Orientation for Sixth Grade Students
Sixth Grade Students	Sixth Grade Field Trip to Jeff Lakes	June 5, 2019 June 7, 2019 (rain date)	Annual Field Trip

#### C&I-012-19 Approve the Submission of the 2017-2018 HIB School Self-Assessment Report

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the submission of the 2017-2018 HIB School Self-Assessment Report and Statement of Assurance under the Anti-Bullying Rights (ABR) to the New Jersey Department of Education having completed a public presentation and discussion at the October 18, 2018, Board of Education meeting.

# REGULAR BOARD MEETINGLESTER C. NOECKER SCHOOLAGENDA ITEMOCTOBER 18, 2018 – 7:30 PM

# C&I-013-19 Approve the Addition to the Uniform State Memorandum of Agreement (MOA between Education and Law Enforcement Officials

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the addition to the Uniform Memorandum of Agreement (MOA) between Education and Law Enforcement Officials, as previously approved at the April 26, 2018 Board Meeting, to include the Memorandum of Understanding Camera Access Agreement.

## X. <u>PUBLIC COMMENTS</u>

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 <u>on any topic</u> during the 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 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.

## XI. OLD BUSINESS

## NEW BUSINESS

## XII. 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 November 15, 2018, at 7:30 PM in the Lester C. Noecker Media Center.