

Rochelle Park Board of Education
Executive Session 6:30 PM
Regular Meeting 7:30 PM
January 23, 2024

I. CALL TO ORDER

Mr. Trawinski

II. ROLL CALL

Mrs. Kobylarz

Board Member	Present	Absent
Mr. Scott Kral, Vice President		
Ms. Christina Holz		
Mr. Joseph Marolda		
Mr. Jorge Martinez Jr.		
Ms. Elaine Rainone		
Mr. Charles Schaadt		
Mr. Matt Trawinski, President		

Others Present:

Dr. Sue DeNobile, Superintendent of Schools
Dr. James Riley, Business Administrator/Board Secretary
Mrs. Cara Hurd, Director of Curriculum & Instruction
Mrs. Rebecca Garcia, Director of Special Services
Dr. Courtney Carmichael, Principal of Midland School
Mrs. Ellen Kobylarz, Board Recording Secretary

III. MEETING NOTICE STATEMENT

Mr. Trawinski

In accordance with Chapter 231, Public Law 1975 of the Open Public Meetings Act, adequate notice of this meeting has been provided as specified in the Act. Notices announcing the date, time and place for this Regular Meeting were sent at least 48 hours prior to the time of this meeting to all concerned individuals, associations and sent to the, The Record, and The Our Town, posted on the district website.

IV. EXECUTIVE SESSION

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss confidential matters pursuant to NJSA 10:4-12 which include personnel, legal matters, policy, HIB, and safety.

V. CALL TO ORDER and FLAG SALUTE

Mr. Trawinski

VI. Oaths of Office Administered to newly elected Board Member,

Candidate for expiring term

Charles Schaadt

VII. REPORTS

- A. Superintendent: HIB
- B. Business Administrator
- C. Director of Curriculum and Instruction
- D. Principal: Student Safety Data for 7/1/23 - 12/31/23
- E. Director of Special Services

VIII. RECOGNITIONS

Teacher of the Year

WHEREAS, The Board of Education recognizes the outstanding qualities of its staff and commends them for their dedication to Rochelle Park; and

WHEREAS, The Board of Education wishes to commemorate **Joanna Hani**, having been nominated and selected by her colleagues for superior service, the Rochelle Park Board of Education publicly acknowledges her as a recipient of the Educator of the Year in Teaching Award for the 2023-2024 school year; now therefore be it

RESOLVED, that the Rochelle Park Board of Education congratulates Mrs. Hani and takes official notice of her individual accomplishment.

Motion by _____ seconded by _____
Roll Call

Educational Service Professional of the Year

WHEREAS, The Board of Education recognizes the outstanding qualities of its staff and commends them for their dedication to Rochelle Park; and

WHEREAS, The Board of Education wishes to commemorate **Kaileigh Zander**, having been nominated and selected by her colleagues for superior service, the Rochelle Park Board of Education publicly acknowledges her as a recipient of the Educational Service Professional of the Year Award for the 2023-2024 school year; now therefore be it

RESOLVED, that the Rochelle Park Board of Education congratulates Mrs. Zander and takes official notice of her individual accomplishment.

Motion by _____ seconded by _____
Roll Call

New Jersey School Board Recognition Month

WHEREAS, the New Jersey State Board of Education, which adopts the administrative code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public school children; and

WHEREAS, New Jersey’s locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to state and federal education

statute and regulations, with the goal of preparing all students for college and the workplace, thereby enabling them to compete in a global economy; and

WHEREAS, New Jersey’s 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

WHEREAS, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey’s status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

WHEREAS, the National School Boards Association and the New Jersey School Boards Association have declared January 2024 to be School Board Recognition Month; now, therefore, be it

RESOLVED, that the New Jersey State Board of Education and the Acting Commissioner of Education recognizes the contributions of our state’s local boards of education to the academic success of its public-school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey; and be it further

RESOLVED, that the New Jersey State Board of Education and the Acting Commissioner of Education encourages qualified New Jersey citizens to consider serving as members on their local school boards.

Motion by _____, second by _____,
Roll Call

IX. PUBLIC COMMENT (Agenda Items Only)

The Board of Education reserves the right to hold public comment on agenda items, at its discretion, at its regular monthly public meetings. Public comment will be limited to three minutes per person. Citizens should come to the podium, sign in, and give their name and address when recognized to speak.

X. ITEMS FOR BOARD ACTION - Resolutions

BOARD STANDING COMMITTEES

B1. Standing Committees:

The acknowledgement of all Standing Committees for 2024 as follows:

The Board President shall serve as an ex-officio member of all committees.

Committees	Chairperson	Member
Curriculum		
Finance		
Facilities		
Personnel		
Policy		
Negotiations		

Appointments:

Joint Boards Hackensack High School:
NJ/BCSBD School Boards:
Liaison to Township Committee:

B1.
Motion _____ Second _____
Roll call

ROUTINE MATTERS:

R1 - R5

R1. Approval of Minutes

Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Superintendent, the Board of Education approves the minutes of the following meeting(s):

December 12, 2023 Regular Meeting and Executive Sessions
January 4, 2024 Reorganization Meeting Session
January 9, 2024 Special Meeting and Executive Session

R2. Attendance

RESOLVED: that the Rochelle Park Board of Education approves the attendance report for the month of December 2023 as listed:

Enrollment

Midland School 473
Hackensack H.S. 139
Academies/Technical Schools 53
Totals 665

Pupil Attendance

Possible Days 7445
Days Present 7029.5
Days Absent 415.5
% Present 94.4%
% Absent 5.6%

Teacher Attendance

Possible Days 944
Days Present 897
Days Absent 47
% Present 95%
% Absent 5%

R3. Emergency & Crisis Situations

RESOLVED: that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of December 2023 for the Rochelle Park School District.

Security Drill: December 1, 2023
Fire/Evacuation Drill: December 04, 2023

R4. Harassment Intimidation and Bullying

RESOLVED: Upon the recommendation of the Superintendent the Rochelle Park Board of Education approves the following HIB Report for November 2023 on behalf of the Rochelle Park School District.

Month	Reported Cases	# of Cases Opened	# of Cases Closed	# of Incidents Determined to be HIB	School Suspensions
November	3	2	2	0	2
December	0	0			

R5. School Safety-Memorandum of Agreement

RESOLVED: upon the recommendation of the Superintendent, that the Rochelle Park Board of Education approves the update to Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the Rochelle Park School District as presented.

R1 – R5. Motion: _____ Second: _____
Roll Call

ADMINISTRATION

A1 - A4

A1. School Safety Data System

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the submission of the School Safety Data report for the first reporting period of the 2023-2024 school year (July 1, 2023 through December 31, 2023) and due for submission to the NJ Department of Education by January 31, 2024.

A2. Statement of Assurance

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the submission of the Biannual Statement of Assurance Regarding the Use of Paraprofessional Staff 2023-2024 school year to the New Jersey Department of Education.

A3. South Bergen Jointure

RESOLVED: Upon the recommendation of the Superintendent and School Business Administrator, the Rochelle Park Board of Education approves the appointment of Sue DeNobile as the representative Board of Education member to the South Bergen Jointure Commission until the next reorganization meeting.

A4. Appointment Of Architect

BE IT RESOLVED, that the Rochelle Park Board of Education appoints LAN Associates, as architect of record for the period of January 24, 2024 until the next reorganization meeting.

A1 – A4 Motion: _____ Second: _____
Roll Call

CURRICULUM AND INSTRUCTION

C1 - C3

C1. Professional Development

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the participation of the person named at the following workshop/conference during the 2023-2024 school year.

	Name	Workshop/Conference	Date	Location	Cost	Account
a.	Cara Hurd	RXP 2024 Realtime User Experience	2/7/2024	Parsippany	0	N/A
b.	Klaudia Lesniak	McKinney Vento Liaison Training	Online Self paced	Midland School	0	N/A
c.	Tara Mizzoni	Radical Responsibility	3/27/2024	Demarest	\$220.00	20-270-200-500-000
d.	Stephanie Savoia	NJTESOL Spring Conference	5/29/2024	New Brunswick	\$325.00	Title III consortium
e.	Theresa Roman	Strengthen your RTI Program	Webinar/Pre recorded	Midland School	\$595.00*	20-231-200-500-000
f.	Klaudia Lesniak	Strengthen your RTI Program	Webinar/Pre recorded	Midland School	0*	N/A
g.	Kevin Cox	NJASA Techspo 2024	1/24/2024	Atlantic City	\$540.00**	20-280-200-500-000 11-000-252-585-000
h.	James Riley	NJASA Techspo 2024	1/24/2024	Atlantic City	\$540.00**	20-280-200-500-000 11-000-251-580-000
i.	Justin Kemp	NJMEA	2/23-24/2024	Atlantic City	\$195.00 Registration \$238.00 Hotel \$133.00 membership **	11-402-100-500-000 11-000-230-585-000

* Amount is for both participants

**Additional expenses based on OMB guide

C2. Extended School Day 2024

RESOLVED: Upon the recommendation of the Superintendent, that the Board of Education amends the dates of the Extended School Day program, resolution C3 from the December 12, 2023 agenda, to read as follows: *The program will run Mondays thru Thursdays from 2/26/2024 to 4/25/2024.* The time for the before and after school sessions to be established based on student enrollment. The Extended School Day program is funded under Title I.

C3. NJ4S Services

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves services to be provided by NJ4S, a division of NJ Department of Children and Family Services in collaboration with NJ Department of Education, to students ranging from direct services to guest speakers, one to one, classroom, assemblies or other as deemed necessary to support student safety, health, and well-being.

C1 – C3 Motion: _____ Second: _____
Roll Call

FINANCE
F1 - F27

F1. Payment of Bills - December, 2023

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the payment of bills and mandatory payments dated December 22, 2023 in the total amount of \$354,328.20.

Fund	Amount
General 10, 11	\$346,899.28
Grants 20	\$5,399.92
Foodservice 60	\$0.00
Aftercare 61	\$2,029.00
TOTAL	\$354,328.20

F2. Payment of Bills - January 23, 2024

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the payment of bills and mandatory payments dated January 12, 2023 in the total amount of \$.

Fund	Amount
General 10, 11	\$218,080.93
Grants 20	\$12,691.72
Foodservice 60	\$7,070.09
Aftercare 61	\$1,782.98
TOTAL	\$239,625.72

F3. Monthly Budgetary Line-Item Status Certification

RESOLVED, that the Board Secretary for the Rochelle Park Board of Education certified that pursuant to NJAC 6A:23-2.11 9c) 3, as of January 23, 2024 that no line-item account has encumbrances and expenditures, which in total exceed the line-item appropriation in violation of NJAC 6A:23-2.11 (a): and

FURTHER BE IT RESOLVED, that the Rochelle Park Board of Education certifies that pursuant to NJAC 6A:23-2-11 c) 4 that after review of the board secretary’s and treasurer’s monthly financial reports and the advice of district officials, we have no reason to doubt that no major account or fund has been over-expended in violation of NJAC 6A:23-2.11 (b).

F4. Transfers

RESOLVED: Upon the recommendation of the Superintendent, in compliance with NJAC 6A:23-2.11(c)3ii, and NJSA 18A:22-8.1, the Board of Education approves the line item transfers for December, 2023.

F5. Payroll Authorization

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the payroll for December, 2023 as follows:

Fund 10	\$658,012.83
Fund 20	\$ 7,530.16
Fund 61	\$ 9,180.28
Total	\$674,732.27

F6. Approval to Purchase

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education authorizes the purchase of Canon copier equipment from Premier Digital Imaging, d/b/a United Business Systems, with pricing based on the GSA NJ State Contract #G-2075/40462.

F7. Approval of Contract

WHEREAS, the Rochelle Park Board of Education ("Board") requires copier and related services ("Services"); and

WHEREAS, pursuant to N.J.SA 18A:18A-10, a board of education may, by resolution, and without public bidding, purchase any goods or services pursuant to a contract for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, the New Jersey Division of Purchase and Property has a State Contract (Contract M-2075/A40462) for copiers, maintenance and supplies; and

WHEREAS, Premier Digital Imaging d/b/a United Business Systems, an authorized subcontractor to Canon under the State Contract, submitted a proposal to provide the Services, which proposal includes the lease of copiers and Uniflow print management software for a period of five (5) years; and

WHEREAS, the Board has determined UBS's proposal to be reasonable and in the best interests of the Board and the District.

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education authorizes: that in accordance with the provisions of N.J.SA 18A:18A-10, the Board awards a contract to UBS for the lease of copiers and the provision of related services for a term of five (5) years and at a monthly payment of \$2102.67 for hardware with Uniflow Cloud

print management services software licenses, card readers, product installation and network configuration included.

F8. Approval of Service Agreement

WHEREAS, the Rochelle Park Board of Education (herein referred to as the “Board”) has awarded a contract for the lease purchase of Canon copier equipment (herein referred to as the “Equipment”); and

WHEREAS, the Board desires to enter into a service agreement with the vendor Premier Digital Imaging d/b/a United Business Systems on behalf of Canon USA (hereinafter referred to as “UBS”) the cost of which is below the bid threshold; and

WHEREAS, the School Business Administrator has solicited quotations and documented that the quotation submitted by UBS is the most advantageous to the Board, price and other facts considered.

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education approves the service agreement with UBS on a per copy basis in the amount of \$0.0045 per copy for black and white, and \$0.049 per copy for color, to be billed to the Board quarterly based upon actual usage.

F9. Approval of Architectural Services–Roofing

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education authorizes LAN Associates to provide architectural design and engineering services for Roof Replacement in the amount of \$17,833.

F10. Approval of Architectural Services–HVAC Upgrades

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education authorizes LAN Associates to provide engineering, bidding, architectural design and construction administration services for HVAC upgrades in the amount of \$46,800.

F11. School Security Grant Application

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the submission of the School Security Grant Application in the amount of \$26,244.

F12. Special Education Evaluation

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the change in the rate of pay for Psychiatric Evaluations completed by Dr. Esther Fridman from \$650.00 to \$700.00 for the 2023-2024 school year.

F13. Special Education Contract

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the contract for a one to one paraprofessional through RiverDell School District for the CST student #0789 for the 2023-2024 SY at a total of \$38,752.08.

Account: 11-000-217-320-000

F14. Contracts – Special Education

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following tuition contracts of Out of District students for the 2023-2024 school year.

	CST#	Provider Name	Dates	Cost	Account
a.	#0923	Eastwick College	January 29, 2024-June 19, 2024	\$55.00 per day for 97 days	11-000-100-562-000

F15. Aid in Lieu of Transportation

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the payment of Aid in Lieu of Transportation for Rochelle Park resident students attending charter, non-public, and other schools in the amount of \$1165 per student. Payments to be made in January and June based on receipt of Form B6T and required submission of Form B7T. Total funding not to exceed \$89,705.

Account: 11-000-270-503-000

F16. Preschool Education Aid Application

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the submission of the 2023-2024 Preschool Education Aid application to the New Jersey Department of Education.

F17. TITLE I Part A Performance Report

RESOLVED; Upon the recommendation of the Superintendent, the Board of Education approves the submission of the Title 1 Part A Performance Report to the New Jersey Dept. of Education.

F18. PRE- K Tuition For The 2024-2025 School Year

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the tuition rate of \$6,600.00 for the integrated preschool program.

F19. Vendor Approval

RESOLVED: Upon the recommendation of the Superintendent the Board of Education approves Delta T as a vendor for the 2023-2024 school year.

F20. Tuition Reimbursement

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the first half of the tuition reimbursement for courses taken during the fall 2023-2024 school year as follows:

	Name	Amount due	# of credits
a.	Kerri Izzo	\$1,210.50	3 credits
b.	Daniela Kestenholz	\$1,079.62	3 credits
c.	Justin Kemp	\$704.00	6 credits
d.	Hannah Giannetti	\$613.75	9 credits

Account: 11-000-291-280-000

F21. Comprehensive Annual Financial Report (ACFR)

RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education accepts the Annual Comprehensive Financial Report for the fiscal year 2022-2023 as audited and prepared by Nisivoccia of Mount Arlington New Jersey, in compliance with the code requirements: and

BE IT FURTHER RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the 2022-2023 Audit and ACFR as presented, and direct the Business Administrator/Board Secretary to send a certified copy of this resolution to the Bergen County Superintendent of Schools.

F22. NESBIG

RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the annual appointment of Dr. James Riley, Business Administrator as the representative for the Board of Education to the Northeast Bergen County School Board Insurance Group, (NESBIG) until the next reorganization meeting.

F23. 2024-2025 Budget Calendar

RESOLVED: Upon the recommendation of the Superintendent the Board of Education approves the Budget Calendar for the 2024-2025 school year as presented.

F24. Acceptance of SCA Funding-Round 4

RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the acceptance of Supply Chain Assistance Funding-4th round in the amount of \$16,121.19.

FAIN Number: 231NJ344N8903

CFDA Number: 10.555

F25. Approval Of Contract For Elevator Repair

RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves proposal M-28652a with RMR Elevator for the replacement of the telescope elevator jack units in the amount of \$33,080. Project paid with FY23 funding, account: 11-000-420-004 with an initial deposit of \$16,540.

F26. Referee Fees

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the basketball referees' fees as \$66.00 per game for the 2023-2024 season.

F27. Request for Use of School Facilities

RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the application for use of school facilities made by the following groups/organizations listed below. The Board reserves the right to cancel activities when school is closed as well as schedule school activities and construction at any time as needed.

Group/Organization	Use/Purpose	Location	Dates	Rental Fee
PTO	Book Fair	Media Center	February 2, 2024 3pm-6pm February 5-9, 2024 8am-3pm February 7, 2024 5pm-9pm	

F1 – F27 Motion: _____ Second: _____
Roll Call

PERSONNEL

P1 - P2

P1. Appointments-Certificated

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following teachers for the Extended School Day Program at \$50 per hour, Monday thru Thursday, 2/26/2024 to 4/25/2024. These appointments are conditional, subject to student enrollment.

Total program amount not to exceed \$9,500.00 paid with Title I funding.

Account: 20-231-100-100-000

	Name	Role	Salary	Start	End
a.	Amanda Bellagamba	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
b.	Kristin Colucci	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
c.	Kaitlin Gallagher	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
d.	Hannah Giannetti	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
e.	Donna Johnson	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
f.	Tracy Kaminski	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
g.	Denise McCormick	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
h.	Lauren Menduke	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
i.	Tara Mizzoni	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
j.	Christine Raimondi	Teacher	\$50.00 per hour	2/26/2024	4/25/2024
k.	Danielle Sinclair	Teacher	\$50.00 per hour	2/26/2024	4/25/2024

P2. Resignations:

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following resignations effective for the dates listed below.

	Name	Role	Effective Date	Comment(s)
a.	Thomas Schmidt	Paraprofessional and Attendance Officer	January 2, 2024	We wish Mr. Schmidt all the best in his future endeavors.

P1 - P2 Motion: _____ Second: _____
Roll Call

POLICY AND REGULATION

P&R 1

P&R 1. Approval of Adoption of Policies/Regulations First Reading

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves a first reading of the following Policy.

	Policy #	Policy Name
1.	0151	Organization Meeting

P&R 1 Motion: _____ Second: _____

Roll Call

XI. Public Comment (Agenda and non-agenda items)

The Board of Education reserves the right to hold public comment on agenda and non-agenda items, at its discretion, at its regular monthly public meetings. Public comment will be limited to three minutes per person. Citizens should come to the podium, sign in, and give their name and address when recognized to speak.

XII. Announcements

The next regular Board of Education meeting will be held on February 27, 2024 in the School Gymnasium at 7:30 PM. The Executive Session will be held at 6:30 PM.

XIII. Executive Session (if necessary)

Be it resolved that the Rochelle Park Board of Education will convene in a second Executive Session to discuss confidential matters pursuant to NJSA 10:4-12 which include HIB, personnel, legal matters, policy, and safety. Action may or may not be taken.

XIV. Adjournment

This document is subject to additions, withdrawals, and modifications without notice.