

**Rochelle Park Board of Education
Regular Meeting-7:30 P.M.
November 10, 2014**

- I. Call to Order and Flag**
- II. Roll Call**

Board Member	Present	Absent
Mr. Mark Scully, Vice President		
Mr. Sam Allos		
Mrs. Arlene Ciliento-Buyck		
Mrs. Teresa Cravello		
Mrs. Maria Lauerman		
Mrs. Dimitri Leakas		
Mr. Robert J Esposito, President		

Others present:

- Harry Groveman Ed.D, Interim Superintendent
- Christine Werner, Board Administrator/Board Secretary
- Ellen Kobylarz, Board Recording Secretary

III. Open Public Meetings Act, Chapter 231,P.L.1975 Announcement-by Board President

In accordance with the requirements of the Open Public Meetings Act, I wish to announce that”
“The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of bodies at which any business affecting their interests is discussed or acted upon. Notices announcing the date, time and place for this Regular Meeting were sent to all concerned individuals, associations and sent to the, The Record and The Our Town, in accordance with Chapter 231,P.L.1975”

- IV. Superintendent’s Report**
- V. Presentation of the 2014-2015 audit by Mrs. Heidi Wohlleb of Nisivoccia**
- VI. Business Administrator’s Report**
- VII. Public Questions on the Resolutions (Agenda Items Only)**

During this portion of the meeting, the residents are invited to address the Board regarding the agenda items only.

Motion by _____, seconded by _____, to open public comment at ____pm.

Roll Call

MS SA AB TC ML DL JE

Motion by _____, second by _____, to close public comment at ____pm.

Roll Call

MS SA AB TC ML DL JE

VIII. Items for Board Action-Resolutions

Note: Resolutions marked with an asterisk are as a result of Executive Session Discussion.

ROUTINE MATTERS RESOLUTIONS R1-R8

POLICY #0168- APPROVALS OF BOARD MINUTES

R1. RESOLVED: that the Rochelle Park Board of Education approves the minutes of the following meetings:

- October 6, 2014 Caucus Meeting & Executive Session
- October 14, 2014 Regular Meeting & Executive Session
- September 3, 2014 Special Executive Meeting

Motion by _____, second by _____,
Roll Call

MS SA AB TC ML DL JE

POLICY#5200 ATTENDANCE

R2. RESOLVED: that the Board of Education approves the attendance report for the month of October 2014 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	462	1-2 nd Grader	1-4 th Grader
Hackensack H.S.	165.5	1-3 rd Grader	1-Kindergartener
Academies/Technical Schools	17		
Totals	644.5		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	10199	Possible Days	1144
Days Present	9905	Days Present	1108
Days Absent	294	Days Absent	36
% Present	97%	% Present	96.8%
% Absent	3%	% Absent	3.2%

Motion by _____, second by _____,
Roll Call

MS SA AB TC ML DL JE

POLICY #8420 EMERGENCY & CRISIS SITUATIONS

R3. RESOLVED: that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of October 2014 for the Rochelle Park School District.

- Fire Drill October 9, 2014
- Security Drill October 30, 2014
- Bus Evacuation Drill September 24, 2014

Motion by _____, second by _____,
Roll Call

MS SA AB TC ML DL JE

POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING

R4. RESOLVED: that the Rochelle Park Board of Education approves the following HIB Report for October 2014 on behalf of the Rochelle Park School District.

October 2014

Reported Cases: 0
Number of Cases open: 0
Number of Cases closed: 0
Number of Incidents determined to be HIB: 0

Motion by _____, second by _____,
Roll Call

MS SA AB TC ML DL JE

POLICY #2340 – FIELD TRIPS

R5. RESOLVED: on the recommendation of the Superintendent, the Board of Education approve the following field trip request:

Mrs. Cahill Mrs. Gutkowski and Mrs. Kim to accompany the 2nd grade classes to “Miss Nelson Is Missing” in Montclair on May 7, 2015 at a cost of \$16.25 per student to be borne by the parents.

Mrs. Weiner, Mrs. Fletcher, Dr. Sacco, Mr. Shamah and Mrs. Fuchs to accompany the Chorus to the Bristol Manor Nursing Home in Rochelle Park on December 11, 2014. At a cost to the district for busing.

Dr. Sacco, Mrs. Weiner, Mrs. Fletcher, Mrs. Herter, Mr. Shamah, and Mrs. Fuchs will also accompany the Chorus and Instrumental Band to the Rochelle Park Senior Center on the same day at a cost to the district for busing.

Motion by _____seconded by _____
Roll Call

MS SA AB TC ML DL JE

R.6 RESOLVED: that the Board of Education accepts a grant from Rutgers Eagleton Institute of Politics in the amount of \$350.00 for the purpose of offsetting the cost of transportation for the 8th Grade Trip to Trenton.

Motion by _____seconded by _____
Roll Call

MS SA AB TC ML DL JE

POLICY #2631 NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM

R7. RESOLVED: that the Board of Education accepts the report and acknowledges the public presentation made by the Superintendent at the October 14, 2014 public meeting regarding the 2014 District Testing Report.

Motion by _____seconded by _____

Roll Call

MS SA AB TC ML DL JE

POLICY #0130 BYLAWS & POLICIES

R8. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the second reading and adoption of the following Policy, and Regulation:

- 1240 Evaluation of Superintendent
- R1240 Evaluation of Superintendent
- 3221 Evaluation of Teachers
- R3221 Evaluation of Teachers
- 3222 Evaluation of Teaching Staff Members, Excluding teachers and Administrators
- R3222 Evaluation of Teaching Staff Members, Excluding teachers and Administrators
- 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- R3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- R3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- 5308 Student Health Records
- R5308 Student Health Records
- 5310 Health Services
- R5310 Health Services
- 5339 Screening for Dyslexia
- 5530 Substance Abuse
- R5530 Substance Abuse
- 5600 Student Discipline /Code of Conduct
- R5600 Student Discipline/Code of Conduct
- 8505 Wellness Policy/Nutrient Standards for Meals and Other Foods

Motion by _____seconded by _____

Roll Call

MS SA AB TC ML DL JE

PERSONNEL RESOLUTIONS P1-P7

***P1. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approve the following list of substitute teachers for the 2014-2015 school year at a rate of \$85.00 per day:**

George Gan
Mona McClory (pending criminal history)

Motion by _____seconded by _____

Roll Call

MS SA AB TC ML DL JE

POLICY #3141 RESIGNATION

***P2. RESOLVED:** that the Board of Education accepts the notice of resignation letter from Ms. Charity Lee dated October 17, 2014, noting willingness to continue to assist the program on an “as needed’ basis until a new person is hired to fill this vacancy.

Motion by _____seconded by _____
Roll Call

MS SA AB TC ML DL JE

POLICY #4111 – HIRING- CERTIFIED PERSONNEL

***P3. RESOLVED:** that on the recommendation of the Superintendent, the Board of Education appoints Ms. Barbara Herter to the position of Latchkey Lead for the remainder of the 2014-2015 school year at a salary of \$20.00 per hour plus a prorated stipend of \$6,000.00.

Motion by _____seconded by _____
Roll Call

MS SA AB TC ML DL JE

***P4. RESOLVED,** that applications be submitted to the County Superintendent of Schools in accordance with the revised statute N.J.S.A. 18A; 6-7.1 et.seq. requesting authorization for emergent hiring pending completion of Criminal History Check for the following individual for the reason indicated and on the recommendation of the Superintendent that the Board of Education appoint Ms. Ashley Valdivieso to the position of Latchkey Aide starting November 11, 2014 until the end of the 2014-2015 school year at a salary of \$20.00 per hour.

Motion by _____seconded by _____
Roll Call

MS SA AB TC ML DL JE

***P5. RESOLVED,** that applications be submitted to the County Superintendent of Schools in accordance with the revised statute N.J.S.A. 18A; 6-7.1 et.seq. requesting authorization for emergent hiring pending completion of Criminal History Check for the following individual for the reason indicated and on the recommendation of the Superintendent that the Board of Education appoint Ms. Cristina Benedicto to the position of Latchkey Aide starting November 11, 2014 until the end of the 2014-2015 school year at a salary of \$20.00 per hour.

Motion by _____seconded by _____
Roll Call

MS SA AB TC ML DL JE

***P6. RESOLVED:** that on the recommendation of the Superintendent, the Board of Education appoints the following personnel to the position of Latchkey Aide Substitute list until the end of the 2014-2015 school year at an hourly salary of \$20.00.

Mrs. Keely Coffey
Ms. Maria Leccese

Motion by _____ seconded by _____

Roll Call

MS SA AB TC ML DL JE

POLICY #3240 – PROFESSIONAL DEVELOPMENT

***P7. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:**

Mrs. Hamilton to attend “Balancing Literacy Preparing for PARCC” on November 17, 2014. This replaces another workshop, there is no additional cost to the district.

Mrs. Ferla to attend “Preparing for PARCC” on December 1, 2014 at a cost of \$149.00 for registration.

Mrs. Sacco to attend (“Supporting Our Ells”) Paramus NJ on December 16, 2014 at no cost to the district for registration.

Motion by _____ seconded by _____

Roll Call

MS SA AB TC ML DL JE

FINANCE AND INSURANCE-RESOLUTIONS F1-F11

POLICY #6460 PAYMENT OF GOODS AND SERVICES

F1. RESOLVED: that the Rochelle Park Board of Education approve the November, 2014 Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills- Fund 10	\$745,860.12
B. Regular Bills – Fund 20	\$40,913.38
C. Capital Projects-Fund 30	
D, Debt Service- Fund 40	
E. Food Service- Fund 50	\$17,875.55
F. Enterprise- Fund 51	\$1,636.46
TOTAL PAYMENTS FOR November	
TOTAL DISBURSEMENTS	\$806,285.51

ATTACHEMENT

Motion by _____, second by _____,

Roll Call

MS SA AB TC ML DL JE

POLICY #6820 FINANCIAL REPORTS

F2. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary’s and Treasurer’s Financial Reports for the month of July 2014.

ATTACHMENT

Motion by _____, second by _____

Roll Call

MS SA AB TC ML DL JE

F3. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary's and Treasurer's Financial Reports for the month of August 2014.

ATTACHMENT

Motion by _____, second by _____

Roll Call

MS SA AB TC ML DL JE

F4. RESOLVED that the Rochelle Park Board of Education, at the recommendation of the Interim Superintendent, approve the appropriation of \$9,803.00 in audited excess surplus calculations as stated in the CAFR, Auditor's Management Report on Administrative Findings, page 16 and dated June 30, 2014 to be distributed as follows:

State Aid	Amount	Account
Nonpublic Transportation	\$ 9,803.00	Technology Supplies 11-000-252-600-002-000
Total \$ 9,803.00		

Motion by _____, seconded by _____

Roll Call

MS SA AB TC ML DL JE

Transfers

F5. RESOLVED, that the Rochelle Park Board of Education approves the line item transfers.

ATTACHMENT

<i>Date</i>	<i>Source Account</i>	<i>Target Account</i>	<i>Comments</i>	<i>Amount</i>
09/1/2014	11-000-100-561-000-000	11-000-100-565-000-000	One Additional Child placed with CCSD at School	\$63,918
	Tuition Other LEA Reg	Tuition CCSD/Reg Day	06-30-14	
09/1/2014	11-000-261-420-000-000	12-000-252-600-002-000	Purchase of Kivak	\$ 4,573

	Cleaning/Rep/Maint	Equip Oper/Maint	Cleaning System for Maint Dept.	
10/1/2014	11-000-270-519-000-000	11-000-252-600-002-000	Additional Computers purchased for PARCC	\$ 4,500
	Aid In Lieu Payments	Technology Supplies		
Total:				\$72,991

Motion by _____, second by _____
 Roll Call

MS SA AB TC ML DL JE

F6. RESOLVED, that the Board of Education direct the undertaking of a Continuing Disclosure Review and authorizing participation in the “MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION” initiative of the Division of Enforcement of the U.S. Securities Exchange Commission.

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF ROCHELLE PARK IN THE COUNTY OF BERGEN, NEW JERSEY DIRECTING THE UNDERTAKING OF A CONTINUING DISCLOSURE REVIEW AND AUTHORIZING PARTICIPATION IN THE “MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION” INITIATIVE OF THE DIVISION OF ENFORCEMENT OF THE U.S. SECURITIES EXCHANGE COMMISSION

WHEREAS, the Board of Education of the Township of Rochelle Park in the County of Bergen, New Jersey (the "Issuer") has previously issued one or more series of bonds and or notes, including in the past five (5) years pursuant to one or more preliminary and final official statements (collectively, the "Bonds"); and

WHEREAS, in connection with the issuance of such Bonds, the Issuer covenanted with Bondholders to provide certain secondary market information on an annual basis to the Nationally Recognized Municipal Securities Information Repositories (pre-2009) and to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port (2009 to present) ("EMMA"), including, but not limited to, audited financial statements, budgets, other financial and operating data and ratings changes; and

WHEREAS, the Securities and Exchange Commission (the "SEC") has recently focused attention on what it alleges is widespread failure of local government issuers across the nation to meet their continuing disclosure obligations and misrepresentation through material misstatements in an

official statement (innocently, inadvertently or otherwise) of past compliance with continuing disclosure obligations; and

WHEREAS, in an effort to remedy these perceived issues, the SEC has implemented the Municipalities Continuing Disclosure Cooperation Initiative (the "MCDC"), a limited-time program ending at 12:00 a.m. on December 1, 2014, that encourages issuers of municipal bonds, including the Issuer, to self-report possible material misstatements or omissions, made in the past five (5) years in an official statement regarding compliance with prior continuing disclosure obligations; and

WHEREAS, by participating in the MCDC, issuers agree to accept certain non-monetary penalties, in lieu of unknown, and, potentially significant monetary and non-monetary penalties the SEC has threatened on issuers that do not participate in the MCDC, should the SEC determine than an issuer has made material misstatements in an official statement regarding compliance with prior continuing disclosure obligations; and

WHEREAS, by participating in the MCDC, issuers agree to accept the following penalties, if imposed by the SEC (i) compliance with a cease and desist order in which the issuer neither admits nor denies the findings of the SEC, (ii) implementation of policies, procedures and training regarding continuing disclosure obligations, (iii) compliance with all existing continuing disclosure undertakings, (iv) cooperation with any further SEC investigation, (v) disclosure of settlement terms in any final official statement issued within five years of the date of institution of the proceedings, and (vi) production to the SEC of a compliance certificate regarding the applicable undertakings on the one year anniversary of the proceedings; and

WHEREAS, the Issuer desires to conduct a disclosure review which will (i) summarize the results of the Issuer's prior compliance with its secondary market disclosure obligations and (ii) compare those results to the statements made by the Issuer in its official statements regarding past compliance (the "Disclosure Review"); and

WHEREAS, the Issuer further desires to retain the services of disclosure specialist to conduct the Disclosure Review; and

WHEREAS, based on the results of the Disclosure Review, and weighing the known, non-monetary penalties that may come through the Issuer's participation in the MCDC versus the unknown, and, by all accounts, potentially significant monetary and non-monetary penalties the SEC has threatened on issuers that do not self-report, the Issuer further desires to delegate to the Chief Financial Officer, in consultation with the Issuer's general counsel, bond counsel, auditor and other finance professionals, the power to prepare and submit all documentation required to enter the Issuer's Bond issues into the MCDC, as necessary;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ISSUER, AS FOLLOWS:

Section 1. The Issuer hereby authorizes completion of the Disclosure Review.

Section 2. The Issuer hereby authorizes the Chief Financial Officer to engage the services of a disclosure specialist to complete the Disclosure Review; provided that the award of any contract in connection therewith meets the requirements of Issuer’s applicable public contracting laws.

Section 3. In the event the Disclosure Review reveals that the Issuer **may** have made a material misstatement regarding the Issuer's compliance with prior continuing disclosure undertakings, the Issuer hereby authorizes and directs the Chief Financial Officer to prepare and submit all documentation necessary to enter the Issuer's applicable Bond issues into the MCDC.

Section 4. Any action taken by the Chief Financial Officer, or any other officer of the Issuer, with respect to the Disclosure Review, the engagement of a disclosure specialist and participation in the MCDC is hereby ratified and confirmed.

Section 5. This resolution shall take effect immediately.

Motion by _____seconded by _____

Roll Call

MS SA AB TC ML DL JE

POLICY#6830-AUDIT-ANNUAL COMPREHENSIVE FINANCIAL REPORT (CAFR)

F7. RESOLVED: that the Rochelle Park Board of Education accepts the Annual Comprehensive Financial Report for the fiscal year 2013-2014 as audited and prepared by Nisivoccia LLP of Mt. Arlington New Jersey, in compliance with code requirements; and

BE IT FURTHER RESOLVED: that the Board approves the 2013-2014 Audit and CAFR as presented, and direct the Business Administrator/Board Secretary to send a certified copy of this resolution to the Bergen County Superintendent of Schools.

ATTACHMENT 8

Motion by _____seconded by _____

Roll Call

MS SA AB TC ML DL JE

F8. RESOLVED: that the Board approves/accepts the 2013-2014 School Audit Recommendations and the School Audit Corrective Action Plan.

ATTACHMENT 9

Motion by _____, seconded by _____

Roll Call

MS SA AB TC ML DL JE

F9.RESOLVED that the Rochelle Park Board of Education continue to make the 403(b) plan available to all employees under the eligibility rules set out in Section 403(b)(1)(A)(ii) of the Code and the applicable regulations relating to salary reduction programs of public education institutions; and

BE IT FURTHER RESOLVED that the Rochelle Park Board of Education approve the following vendors as the district’s 403(b) Plan investment provider

Lincoln Financial Advisors Corp

Motion by _____, second by _____,
Roll Call

MS SA AB TC ML DL JE

F10. RESOLVED; that the Board of Education approves to proceed with the development and submission of plans to renovate Room 216 (Library/Media Center) and Room 105 (Computer Lab)

Whereas, the approved referendum project calls for the relocation of the local area network hub from room 105 (computer lab) to a closed in room 216 (library media center), and;

Whereas, relocating the computer lab to coincide with the relocation of the local area network hub would also make good sense as the current library/media center is underutilized, and;

Whereas, the school district is in need of creating additional instructional space;

Now therefore be it,

Resolved that the Rochelle Park Board of Education authorizes the design firm Enviornetics to proceed with the development and submission of plans to relocate the current computer lab (room 105) to the library /media center (room 216) as a standalone instructional space, while also redesigning room 10 into a flexible instructional area that could be used as a single early education classroom with an age appropriate bathroom or convert into two Small group instructional (SGI) rooms,

And be it further,

Resolved, that funding for this new project will be accomplished through the transfer of Capitol Reserve funds.

Motion by _____, second by _____,
Roll Call

MS SA AB TC ML DL JE

POLICY#7510 USE OF FACILITIES

F11. RESOLVED, that 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 schedule school activities at any time as well as make adjustments due to construction.

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
Township of Rochelle Park-Recreation Youth Basketball	Multi-Purpose Room Auditorium 6:30pm to 8:30pm	December 15, 2014- thru March 29, 2015- M/T/W/F	None
Township of Rochelle Park-Recreation Adult Basketball	Multi-Purpose Room Auditorium 7:00pm to 9:00pm	January 8, 2015-thru March 26, 2015	None

Girl Scouts of Northern NJ	Auditorium/Multi-Purpose Room 6:00pm to 9:30pm	December 12, 2014	None
Class of 2015- Holiday Wreath Distribution/Sale	Hallway outside of Media Center - 12:30PM to 2:30PM	November 24, 2014	None

Motion by _____, second by _____,
Roll Call

MS SA AB TC ML DL JE

IX. Reports-Community Action Items

2014 School Year

Committees	Chairperson	Co-Chairperson
Finance	Mr. Esposito	Mrs. Lauerman
Education	Mrs. Lauerman	Mrs. Leakas
Transportation	Mr. Scully	Mrs. Buyck
Building & Grounds	Mr. Esposito	Mr. Scully
Community & School Activities	Mr. Scully	Mrs. Leakas
Legislation	Mrs. Cravello	Mr. Allos
Policy	Mrs. Buyck	Mr. Allos
Board/Staff Relations	Mrs. Lauerman	Mrs. Leakas
Ad-Hoc Committees		
Negotiating	Mr. Allos	Mrs. Lauerman, Mrs. Leakas
Liaisons		
Joint Boards Coordination	Mrs. Cravello	Mrs. Leakas, Alternate
Bergen County School Boards	Mrs. Buyck	Mrs. Lauerman, Alternate
New Jersey School Boards	Mrs. Cravello	Mr. Scully, Alternate
Municipal Alliance Liaison	Mr. Allos	Mrs. Leakas, Alternate

VIII. Open to the Public (Any Item)

During this portion of the meeting, the residents are invited to address the Board with any questions, comments or concerns that may be in respect to the operation of their school.

Motion by _____, seconded by _____, to open public comment at _____ pm.
Roll Call

MS SA AB TC ML DL JE

Motion by _____, seconded by _____, to close public comment at _____ pm.
Roll Call

MS SA AB TC ML DL JE

X. Announcements

The next Caucus and Regular Meetings will be held on Monday, December 8, 2014 at 7:00 PM in the Media Center.

XI. Executive Session Announcement (if Needed)

WHEREAS, the Rochelle Park Board of Education (hereinafter referred to as the "Board") will convene in Executive Session to discuss confidential matters which include:

NOW HEREOFRE BE IT RESOLVED, the Board shall move into Executive Session to discuss the above referenced matter(s).

BE IT FURTHER RESOLVED, that the minutes of the executive session will provide as much information as possible without violating any applicable privilege or confidentiality so that the public can understand what was discussed and when available what the Board decision was...

BE IT FURTHER RESOLVED, that the minutes of the executive session will be released to the public in an appropriately redacted form within a reasonable period of time after the privilege or confidentiality is no longer applicable to such minutes.

BE IT FURTHER RESOLVED, that the redacted portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.

Motion by _____, seconded by _____, to open Executive Session at _____pm.

Roll Call

MS SA AB TC ML DL JE

Motion by _____, seconded by _____, to close Executive Session at _____pm.

Roll Call

MS SA AB TC ML DL JE

Motion by _____, seconded by _____, to resume Regular Meeting Agenda at _____pm.

Roll Call

MS SA AB TC ML DL JE

XII. Adjournment

Motion by _____, seconded by _____, to adjourn meeting at _____pm.

Roll Call

MS SA AB TC ML DL JE