

**Rochelle Park Board of Education
Executive Session 7:00 P.M.
Regular Meeting-7:30 P.M.
December 8, 2016**

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

Board Member	Present	Absent
Mr. Sam Allos, Vice President		
Mrs. Shirley Abraham		
Mrs. Arlene Ciliento- Buyck		
Mrs. Teresa Judge Cravello		
Mrs. Maria Lauerman		
Mr. Mark Scully		
Mrs. Dimitria Leakas, President		

Others present:

- Dr. Geoffrey W. Zoeller, Jr., Superintendent of Schools
- Mrs. Cara Hurd, Director of Curriculum & Instruction
- Mr. Brian Cannici, Principal
- Mrs. Ellen Kobylarz, Board Secretary

- III. Executive Session Announcement** (if needed) The Board will reconvene in Public Session at approximately 7:30 P.M.

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

Personnel Matters and Student Discipline Matter

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public in an appropriately redacted form within a reasonable period of time after the privilege or confidentiality is no longer applicable to such minutes.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portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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 _____ P.M.
Roll Call

SA SA AB TC ML MS DL

Motion by _____, seconded by _____, to close Executive Session at _____ P.M.
Roll Call

SA SA AB TC ML MS DL

Motion by _____, seconded by _____, to resume Regular Meeting Agenda at _____P.M.
Roll Call

SA SA AB TC ML MS DL

IV. 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”

V. Salute to the flag

VI. Principal’s Report

- **Recognition of Student Achievement**
- **PTA Report**

VII. Business Administrator’s Report

- **Audit Report – Heidi Wohlleb, Nisivoccia**

VIII. Director of Curriculum & Instruction Report

IX. Superintendent’s Report

X. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers’ list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals).The public is reminded that their remarks are being recorded.

The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, it cannot respond to or discuss personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the Building Principal, Superintendent of Schools, or the Board of Education, either by telephone, letter, or email.

Each speaker’s statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

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

SA SA AB TC ML MS DL

Motion by _____, second by _____, to close public comment at _____P.M.
Roll Call

SA SA AB TC ML MS DL

XI. Items for Board Action-Resolutions

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

**ROCHELLE PARK BOARD OF EDUCATION RESOLUTION
IN RECOGNITION AND APPRECIATION FOR
Mark Scully**

WHEREAS, Mark Scully has served as a Board Trustee with the Rochelle Park Board of Education April 2010 through December 2016. During this time he has committed himself and served to the operation of the Rochelle Park Board of Education and for the well-being of the Children of Rochelle Park - Midland School #1; and

WHEREAS, his personal commitment to a quality education, his valued participation in establishing effective policies, and his readiness to render services in seeking educational excellence have contributed immeasurably to the progress of our school system; and

WHEREAS, the Members of the Board of Education and the community appreciates and hereby recognizes his commitment to the Rochelle Park Board of Education; Rochelle Park - Midland School #1 and to the children of the community; and

NOW THEREFORE BE IT RESOLVED, that the Rochelle Park Board of Education, on behalf of your colleagues, our teachers and our students, acknowledges the efforts of Mark Scully as Board Trustee of the Rochelle Park Board of Education; and

BE IT FURTHER RESOLVED, that with the enactment of this resolution, Mark Scully’s recognition shall be so noted in the minutes and become a part of the permanent record of the district; and

BE IT FINALLY RESOLVED, that the Rochelle Park Board of Education wishes Mark Scully every success during the coming years.

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

ROUTINE MATTERS RESOLUTIONS R1-R7
POLICY #0168- APPROVALS OF BOARD MINUTES

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

November 17, 2016 Regular & Executive Meetings

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

POLICY#5200 ATTENDANCE

R2. RESOLVED: that the Board of Education approves the attendance report for the month of November 2016 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	497	2- 3 rd Graders	
Hackensack H.S.	131.5		
Academies/Tech. Schools	14		
Totals	642.5		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	8966	Possible Days	918
Days Present	8574.5	Days Present	888
Days Absent	391.5	Days Absent	30
% Present	95.6%	% Present	96.7%
% Absent	4.5%	% Absent	3.3%

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

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 November 2016 for the Rochelle Park School District.

Fire Drill November 28, 2016
Security Drill November 27, 2016

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING

R4. RESOLVED: that the Rochelle Park Board of Education approves the following HIB Report for November 2016 on behalf of the Rochelle Park School District.

November 2016

Reported Cases: 2
Number of Cases open: 0
Number of Cases closed:3
Number of Incidents determined to be HIB: 2

Motion by _____, second by _____,

Roll Call

SA SA AB TC ML MS DL

POLICY #2340 – FIELD TRIPS

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

Mrs. O’Brien (Art) Mrs. Weiner, Dr. Sacco, Mrs. Fletcher, Mrs. Fuchs, to accompany the Tag 6th, 7th, and 8th grade students to the “Teen Arts Festival” in Paramus on May 19, 2016 at a cost of \$8.00 per student.

Motion by _____seconded by _____

Roll Call

SA SA AB TC ML MS DL

POLICY #0134 - BOARD SELF-EVALUATION

R6. RESOLVED: that the Board of Education has compiled and discussed the Board’s Self-Evaluation and has completed all requirements of Policy #0134.

Motion by _____seconded by _____

Roll Call

SA SA AB TC ML MS DL

POLICY# 7230 GIFTS, GRANTS, and DONATIONS

R7. RESOLVED: that the Rochelle Park Board of Education accepts a grant of \$500.00 from the Exxon Mobil Educational Alliance Program store J&M Auto Service Inc.

Motion by _____seconded by _____

Roll Call

SA SA AB TC ML MS DL

PERSONNEL RESOLUTIONS P1-P3

POLICY #3240 – PROFESSIONAL DEVELOPMENT

***P1. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:

Ms. Lender, Mrs. Aiello, and Mrs. DiCori to attend “PLAAFP’s Train the Trainer” in Lyndhurst on January 23, 3017 at no cost to the district for registration.

Motion by _____seconded by _____

Roll Call

SA SA AB TC ML MS DL

POLICY #4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

***P2. Upon the recommendation of the Superintendent, the Board adopt the following resolution: WHEREAS, the Rochelle Park Board of Education (hereinafter referred to as the "Board") and Kevin Woods are parties to an Employment Agreement for the period beginning July 1, 2016 and ending June 30, 2017 (hereinafter referred to as the "Employment Agreement"); and**

WHEREAS, the parties have agreed upon modifications to the terms of the Employment Agreement, which are set forth in an Addendum to the Employment Agreement between the Board and Kevin Woods, Buildings and Grounds Supervisor (hereinafter referred to as the “Addendum”).

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the Addendum, which is attached to this Resolution and made a part hereof.

Motion by _____ seconded by _____

Roll Call

SA SA AB TC ML MS DL

POLICY# 1220 EMPLOYMENT OF CHIEF SCHOOL ADMINISTRATOR

P3. RESOLVED, that the Board hereby grants approval for the Superintendent to serve as an adjunct professor for the Spring 2017 semester in accordance with the provisions of his Employment Agreement. It is understood that the course meets one evening per week and has no time commitments during any part of the work day.

Motion by _____ seconded by _____

Roll Call

SA SA AB TC ML MS DL

FINANCE AND INSURANCE-RESOLUTIONS F1-F14

POLICY #6460 PAYMENT OF GOODS AND SERVICES

F1. RESOLVED: that the Rochelle Park Board of Education approve the December 2016 Bill List as approved by the Finance Committee, attached and listed below:

Fund	Total Expenditures
10 – General Fund	\$474,640.20
20 – Federal Grant	\$15,435.96
30 – Referendum Account	.00
60 – Cafeteria	\$10,276.65
61 – Afterschool Program	\$3,413.03
Total	\$503,765.84

ATTACHEMENT

Motion by _____, second by _____,

Roll Call

SA SA AB TC ML MS DL

Transfers

F2. RESOLVED, that the Rochelle Park Board of Education approves the November 2016 line item transfers see attached list.

Motion by _____, second by _____,

Roll Call

SA SA AB TC ML MS DL

F3. Approval of November Payroll – that the Board approve the payroll for November as follows:

Payroll

Month November

Fund	Gross Payroll	Employer Share of Social Security	Employer DCRP Contribution	Total Payroll Expense
Fund 10	471,062.40	5,286.00	533.99	476,882.39
Fund 20	3,236.30	-		3,236.30
Fund 30	168.68			168.68
Fund 61	14,880.60	1,138.37		16,018.97
				-
Total	\$ 489,347.98	\$ 6,424.37	\$ 533.99	496,306.34

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

F4. RESOLVED: that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the month of November 2016.

ATTACHMENT

Motion by _____, seconded by _____
Roll Call

SA SA AB TC ML MS DL

Monthly Budgetary Line Item Status Certifications

F5. Resolved, that the Board Secretary for the Rochelle Park Board of Education certifies that pursuant to NJAC 6A:23-2.11 (c) 3, as of November 30, 2016 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).

Motion by _____ seconded by _____
Roll Call

SA SA AB TC ML MS DL

Treasurer’s Report

F6. Resolved, that the Rochelle Park Board of Education accept the School Treasurer’s Financial Report for the month of November 2016.

ATTACHMENT

Motion by _____ seconded by _____
Roll Call

SA SA AB TC ML MS DL

F7. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary’s Report for the month of November 2016.

ATTACHMENT

Motion by _____, second by _____
Roll Call

SA SA AB TC ML MS DL

F8. RESOLVED, that the Rochelle Park Board of Education approves the audited Board Secretary’s and Treasurer’s Reports for the month of June 2016.

ATTACHMENT

Motion by _____, second by _____
Roll Call

SA SA AB TC ML MS DL

AUDIT

F9. RESOLVED, that the Rochelle Park Board of Education accepts the Annual Comprehensive Financial Report, the Audit Synopsis, and the Annual Management Report, for the fiscal year 2015-2016 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 2015-2016 Audit and CAFR as presented, and directs the Business Administrator/Board Secretary to send a certified copy of this resolution to the Bergen County Superintendent of Schools.

Motion by _____ seconded by _____
Roll Call

SA SA AB TC ML MS DL

F10. RESOLVED: that the Board approves/accepts the 2015-2016 the School Audit Corrective Action Plan – There are no recommendations.

Motion by _____ seconded by _____
Roll Call

SA SA AB TC ML MS DL

F11. Motion: that upon the recommendation of the Superintendent, approval be given to the following resolution:

WHEREAS, the Rochelle Park Board of Education desires to convert a school supply room into a dual purpose small group instruction room and Environetics, the district’s architect of record, has submitted a proposal for related Professional Services in the amount of \$12,750, which the Board intends to fund through a capital reserve withdrawal, and

WHEREAS, the State Department of Education on requires Board Action for Withdrawals from the Capital Reserve Account, and

WHEREAS, there is available \$12,750.00 for withdrawal from the capital reserve account,

THEREFORE BE IT RESOLVED that the Rochelle Park Board of Education administration is directed to withdraw \$12,750.00 from the Capital Reserve account to make the money available for expenditure.

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

2016-2017 Joint Transportation Agreement

F12. BE IT RESOLVED that the Rochelle Park Board of Education does hereby approve an agreement with the Englewood Dwight Morrow, an approved Coordinated Transportation Services Agency, for the purposed of transporting students in accordance with Chapter 53, P.L. 1997 for the tie period 2016-17 school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district special education, vocational and summer programs for three Choice School students attending Dwight Morrow High School in the amount of \$2,652.00 per student.

BE IT FURTHER RESOLVED, that the Rochelle Park Board of Education agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission and Attached to this resolution.

Motion by _____, seconded by _____
Roll Call

SA SA AB TC ML MS DL

POLICY#5307 NURSING SERVICES

F13. RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education approve an agreement with Eastern Nursing Services 1, Inc. a New Jersey corporation t/a Priority Nursing Services to provide Substitute Nursing Services on an as needed basis for the 2016-2017 school year.

Motion by _____, seconded by _____
Roll Call

SA SA AB TC ML MS DL

POLICY# 7510 Use of Facilities

F14. 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 as well as construction at any time.

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
Midland School Class of 2017	Auditorium- Graduation Party (to be used only in case of rain)	6/22/2017	None

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

XII. Reports-Community Action Items

2016 Year

Committees	Chairperson	Co-Chairperson
Buildings & Grounds	Shirley Abraham	Sam Allos, Arlene Ciliento-Buyck
Business, Finance, and Transportation	Dimitria Leakas	Sam Allos, Arlen Ciliento-Buyck
Curriculum, Instruction, and Assessment	Mark Scully	Maria Lauerman, Dimitria Leakas
Legislative and Policy	Teresa Judge Cravello	Shirley Abraham, Arlene Ciliento-Buyck
Personnel/Negotiations/ Staff Relations	Sam Allos	Maria Lauerman, Mark Scully
Special Education	Arlene Ciliento-Buyck	Shirley Abraham, Mark Scully
Technology	Maria Lauerman	Teresa Judge Cravello, Mark Scully
Board Liaison Assignments:		
NJSBA- BCSBA	Teresa Judge Cravello	
Municipality	Sam Allos	
Community	Mark Scully	
Joint Boards	Dimitria Leakas	

XIII. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

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concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers' list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals). The public is reminded that their remarks are being recorded.

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Each speaker's statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

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

Roll Call

SA SA AB TC ML MS DL

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

Roll Call

SA SA AB TC ML MS DL

XIV. Announcements

The Reorganization Meeting will be held on Thursday, January 5, 2017 at 7:00 P.M. in the Media Center,

XV. 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 HEREOF 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 _____ P.M.

Roll Call

SA SA AB TC ML MS DL

Motion by _____, seconded by _____, to close Executive Session at _____ P.M.

Roll Call 7-0

Motion Carried

SA SA AB TC ML MS DL

Motion by _____, seconded by _____, to resume Regular Meeting Agenda at _____ P.M.
Roll Call

SA SA AB TC ML MS DL

XVI. Additional Motions:

Based on the result of conversations held by the Board in Executive Session, additional resolutions may be introduced and approved at this time.

XVII. Adjournment

Motion by _____, seconded by _____, to adjourn meeting at _____ PM

SA SA AB TC ML MS DL