Rochelle Park Board of Education

Executive Session 6:00 PM Regular Meeting 7:00 P.M.

December 8, 2020

I. Call to Order

II. Roll Call

|  |  |  |
| --- | --- | --- |
| Board Member | Present | Absent |
| Mr. Scott Kral, Vice President |  |  |
| Mr. Adib Abboud |  |  |
| Ms. Christina Holz |  |  |
| Mrs. Teresa Judge-Cravello |  |  |
| Mr. Gerard Sorrentino |  |  |
| Ms. Layla Wuthrick |  |  |
| Mr. Matt Trawinski, President |  |  |

Others Present:

Dr. Sue DeNobile, Superintendent of Schools

Mrs. Cheryl Jiosi, Business Administrator/Board Secretary

Mrs. Cara Hurd, Director of Curriculum & Instruction

Mr. Michael Alberta, Principal

Mr. Steven Lahullier, Director of Technology

Mrs. Ellen Kobylarz, Board Recording Secretary

III. Pledge of Allegiance

V. Open Public Meeting 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 in 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” posted on the District website, at least 48 hours prior to the time of this meeting.

IV. Executive Session

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss confidential matters which include contracts and public safety.

ROCHELLE PARK BOARD OF EDUCATION RESOLUTION

IN RECOGNITION AND APPRECIATION FOR

Layla Wuthrick

WHEREAS, Layla Wuthrick has served as Board Trustee with the Rochelle Park Board of Education from January 2018 through December 2020. During this time, she has committed herself and served to the operations of the Rochelle Park Board of Education and for the well-being of the Children of Rochelle Park - Midland School #1; and

WHEREAS, her personal commitment to a quality education, her valued participation in establishing effective policies, and her 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 her 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 Layla Wuthrick as Board Trustee of the Rochelle Park Board of Education; and

BE IT FURTHER RESOLVED, that with the enactment of this resolution, Layla Wuthrick 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 Layla Wuthrick every success during the coming years.

Motion by \_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_\_\_\_,

ROCHELLE PARK BOARD OF EDUCATION RESOLUTION

IN RECOGNITION AND APPRECIATION FOR

Gerard Sorrentino

WHEREAS, Gerard Sorrentino has served as a Board Trustee with the Rochelle Park Board of Education from January 2018 through December 2020. During this time, he has committed himself and served to the operations of the Rochelle Park Board of Education and for the well-being of the Children of Rochelle Park - Midland School #1;

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 contribute

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 Gerard Sorrentino as Board Trustee of the Rochelle Park Board of Education; and

BE IT FURTHER RESOLVED, that with the enactment of this resolution, Gerard Sorrentino’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 Gerard Sorrentino every success during the coming years.

Motion by \_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_\_\_\_,

Reports

1. Report of the District Auditors
2. Superintendent
3. Business Administrator
4. Director of Curriculum and Instruction
5. Principal
6. Board Committees, as needed:

(Curriculum, Finance, Facilities, Personnel, Policy)

G. Board Liaison:

(NJSBA/BCASA, Joint Boards, Municipality)

VI. 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 give their name and address when recognized to speak.

VII. Items for Board Action-Resolutions

Routine Matters Resolutions R1-R11

APPROVAL OF MINUTES

R1. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the minutes of the following meetings.

October 21, 2020 Special Executive – Board Retreat

October 27, 2020 Regular and Executive Session Minutes

November 17, 2020 Regular and Executive Session Minutes

December 2, 2020 Special Executive Session Minutes

ATTENDANCE

R2. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the attendance report for the month of November 2020 as listed:

Enrollment Left Entered

Midland School 486 1-Pre-K

Hackensack H.S. 145.5 1-3rd Grade

Academies/Technical Schools 29.5 1-5th Grade

Totals 661

Pupil Attendance Teacher Attendance

Possible Days 8243 Possible Days 896

Days Present 8053 Days Present 882.5

Days Absent 190 Days Absent 13.5

% Present 97.6% % Present 98.4%

% Absent 2.4% % Absent 1.6%

EMERGENCY & CRISIS SITUATIONS

R3. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the following Fire and Security drills held in the month of November 2020 for the Rochelle

Park School District. District went on full remote on 11-17-2020 to 11-30-2020.

Fire Drill November 10, 2020

Security Drill November 11, 2020

HARRASSMENT INTIMIDATION AND BULLYING

R4. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the following HIB Report for November 2020 on behalf of the Rochelle Park School

District.

November 2020

Reported Cases:0

Number of Cases open: 0

Number of Cases closed: 0

Number of Incidents determined to be HIB: 0

School Suspensions: 0

BYLAWS & POLICIES

R5. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a

second reading and adoption of the following Bylaws and Policies.

* 1. B-0167 Public Participation in Board Meetings
  2. P-1220 Employment of Chief School Administrator
  3. P-1620 Administrative Employment Contracts
  4. P2412- Home Instruction Due to Health Condition
  5. P-2328.1 Standards-Based Instructional Priorities
  6. P-2431 Athletic Competition
  7. P-2464 Gifted and Talented Students
  8. P-5330.05 Seizure Action Plan
  9. P-6440 Cooperative Purchasing
  10. P-6470.01 Electronic Funds Transfer and Claimant Certification
  11. P-7440 School District Security
  12. P-7450 Property Inventory
  13. P-1648 Restart and Recovery Plan
  14. P-1648.02 Remote Learning Options for Families
  15. P-1648.03 Restart and Recovery Plan-Full Time Remote Instruction
  16. P-6820 Financial Reports
  17. P-8420 Emergency and Crisis Situations
  18. P-7510 Use of School Facilities
  19. P-1110- Organizational Chart

BYLAWS & POLICIES

R6. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a

first reading of the following Policy.

P-8561 Procurement Procedures for School Nutrition Programs

CURRICULAR

R7. RESOLVED: upon the recommendation of the Superintendent, the Board approves the following curricular.

a) English Language Arts, Kindergarten through Grade 8

b) Mathematics, Kindergarten through Grade 8, Pre-Algebra, Algebra

c) Science, Kindergarten through Grade 8

d) Social Studies, Kindergarten through Grade 8

e) World Language - Spanish, Kindergarten through Grade 89

f) Comprehensive Health and Physical Education, Kindergarten through Grade 8

g) Visual Performing Arts: General Music Kindergarten through Grade 8; Instrumental

Music Grade 4 through Grade 8; K Art, Kindergarten through

Grade 8; Theatre, Kindergarten through Grade 8; Dance, Kindergarten through Grade 8

h) English Language Learners (ELL), Kindergarten through Grade 8

NJQSAC

R8. RESOLVED: that the Board of Education upon recommendation of the Superintendent does hereby authorize the Superintendent of Schools to submit the Statement of Assurance and DPR files to the Commissioner of Education in Compliance with the provisions of N.J.A.C.6A:30-3.2(f).

SPECIAL EDUCATION SERVICES

R9. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a Neurological Evaluation with Dr. Ladak for student CST ID#2007 at a cost of $650.

SPECIAL EDUCATION SERVICES

R10. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a Physical Therapy evaluation through Region V for student CST ID#2008 at a cost of $350.00.

ANTI-BULLING BILL OF RIGHTS ACT

R11. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the submission of the School Self-Assessment under the Anti Bullying Bill of Rights.

R1-R11

Motion\_\_\_\_\_\_\_\_\_\_\_ Second\_\_\_\_\_\_\_\_\_\_\_\_

Personnel Resolutions P1-P9

PROFESSIONAL DEVELOPMENT

P1. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the participation of the persons named at the following workshops/conferences.

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Workshop | Date | Cost |
| Sue DeNobile | Practices for Culturally responsive School Districts | 12/7/2020 | $149.00 |
| Cara Hurd | Regional Portfolio Training Summative Eval in Virtual Environment | 12/17/2020 | $125.00 |
| Cheryl Jiosi | NJASBO-Google Sheets | 12/17/2020 | $25.00 |
| Cheryl Jiosi | Code Compliance | 1/9-2/13/2021 | $853.00 |
| Cheryl Jiosi | Preventative Maintenance | 1/9 -2/13/2021 | $483.00 |
| Cheryl Jiosi | Fiscal Management/Purchasing | 2/20-3/6/2021 | $483.00 |
| Liz Nam | McKinney- Vento Level1 Training | 12/7/2020 | $.00 |

APPOINTMENT

P2. RESOLVED: on the recommendation of the Superintendent, the Board of Education extends Angelo DiCori’s appointment in the position of Unaffiliated Partial Year Leave Replacement Special Education Aide, from December 1, 2020 to January 30, 2021 at a salary of $21.00 per hour not to exceed 27.5 hours a week.

SEPAC

P3. RESOLVED: upon the recommendation of the Superintendent the Board of Education approves the following individuals to the SEPAC Committee.

Jessica DiCori- LDTC

Ellen Lender- Social Worker

Nicole Barbarino- School Psychologist

Christine Horohoe- Behaviorist

Kaitlyn Leithauser- Occupational Therapist

MENTORING PLAN

P4. RESOLVED: upon the recommendation of the Superintendent the Board of Education approves the District Mentoring Plan for the 2020-2021 school year.

RPEA/RPBOE SIDE BAR AGREEMENT

P5. RESOLVED: upon the recommendation of the Superintendent the Board of Education approves the Side Bar agreement with the RPEA.

SUPERINTENDENT EVALUATION INSTRUMENT

P6. RESOLVED: upon the recommendation of the Superintendent that the Board of Education approve the Superintendent evaluation instrument.

SUPERINTENDENT’S GOALS

P7, RESOLVED: upon the recommendation of the Superintendent the Board of Education approve the following Superintendent goals for the 2020-2021 school year.

1. To develop and support the implementation of the district’s professional development program that aligns with identified and mandated needs, and enhances the capacity for instructional practices.
2. To examine the district’s needs for contracted services to students and student information management systems, and make recommendations for these services in alignment with the 2021 budget development.
3. To prepare the district for QSAC monitoring by developing and implementing a team that is oriented and trained on the QSAC requirements, related practices and procedures, and productivity geared toward the fulfillment of achieving passing scores in the five domains: Operations, Governance, Instruction, and Program, Fiscal Management, Personnel.

LEAVE REQUEST

P8. RESOLVED: upon the recommendation of the Superintendent the Board of Education does hereby

approves the request of Kaitlin Gallagher to go on maternity leave effective February 11, 2021 until her period of disability ends at which time the Family Leave Act will be utilized for a period of 12 weeks.

Curriculum Writing

P9. RESOLVED: upon the recommendation of the Superintendent in order to address needed revisions to district curricula, approval to appoint faculty members for grade level curriculum revision writing outside of contractual hours. Faculty to be compensated at the RPEA rate of $32.00 per (RPEA Contract Schedule E).  Total funds for the project not to exceed $6,000.00.

P1-P9

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_ Second\_\_\_\_\_\_\_\_\_\_

Finance Resolutions F1-F12

BILLS LIST

F1. Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the

Superintendent, approves the December 2020 bill list attached and listed below.

|  |  |
| --- | --- |
| 1. General Funds- Fund 10& 11 &12 | $143,211.69 |
| 1. Federal Grant – Fund 20 | $8,323.57 |
| 1. Referendum Account-Fund 30 | $4,700.00 |
| D, Cafeteria- Fund 60 | $8,813.89 |
| E. Afterschool Program- Fund 61 | $355.00 |
|  |  |
| TOTAL PAYMENTS FOR December | $165,404.15 |

TOTAL DISBURSEMENTS

ATTACHEMENT 2

CHECK RUN

F2. Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the

Superintendent, authorizes a check run for the month of December 2020 with the amounts to

be approved at the January 2021 meeting.

PAYROLL AUTHORIZATION

F3. RESOLVLED: upon the recommendation of the Superintendent, the Board of Education

approves the payroll for November 2020 as follows:

|  |  |
| --- | --- |
| November 2020 | |
| Fund Gross Payroll | |
| Fund 10 | 592,890.81 |
| Fund 20 | 3,912.30 |
| Fund 61 |  |
| Fund 62 |  |
| Total | 596,803.11 |

SECRETARY & TREASURER’S REPORTS

F4. RESOLVED, upon the recommendation of the Superintendent, that the Rochelle Park

Board of Education accepts, and affixes to the minutes, the Board Secretary’s and Treasurer’s

Financial Reports for the month of November 2020.

TRANSFERS

F5. RESOLVED, upon the recommendation of the Superintendent, the Board of Education

accepts, and affixes to the minutes, the line item transfers for November 2020.

CERTIFICATIONS

F6. RESOLVED, upon the recommendation of the Superintendent, as per New Jersey

Administrative Code and New Jersey Statutes Annotated legislation and requirements, the following

statement is approved:

Pursuant to N.J.A.C.6A:23-2.11(c), I certify that as of November 30, 2020 no budgetary line item

account has obligations and payments (contractual orders) which in total exceed the amount

appropriated by the district Board of Education pursuant to N.J.S.A 18A:22-8 and 18A:22-8.1, and

Pursuant to N.J.A.C. 6a:23-2.11(c), I certify that in November 2020 no budgetary line item

account has been over-expended in violation of N.J.A.C.6:20-ovember 30, 2020 2.11 (a).

Cheryl Jiosi, Business Administrator/Board Secretary

CONTRACTS

F7. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education approves the contract with EI US, LLC dba Learn Well to provide bedside instruction to student CST9645 at $50.00 per hour of instruction.

JOHNSON CONTROLS CONTRACT

F8. RESOLVED: upon the recommendation of the Superintendent, the Board of Education rescinds the previously approved quote from Johnson Controls to upgrade of existing Metasys software to current version 10.x upgrade SCT and CCT software, test run system to ensure all programs and settings are functional and correct and provide 4 hours of on-site training for a cost of $15,531.

STANDARD OPERATING PROCEDURES

F9, BE IT RESOLVED that N.J.A.C. 6A:23A-6.5 requires school districts to evaluate business processes annually to ensure that a strong control environment exists in which sound segregation of duties are in place and allocated amongst available resources appropriately.

BE IT FURTHER RESOLVED that N.J.A.C. 6A:23A-6.6 requires school districts to establish standard operating procedures for each task or function of the business operations of the district and that district employees are aware of such procedures.

NOW THEREFORE BE IT RESOLVED that the Board of Education approve a standard operating procedures and internal controls manual. The manual will be updated and modified as needed, as recommended by the superintendent

LOWER LEVEL ALTERATIONS-PAYMENT APPLICATION #4

F10. RESOLVED: that, upon the recommendation of the Superintendent of Schools, the Rochelle Park Board of Education approves Application for Payment #4 in the amount of $48,356.76 Molba Construction for the Lower Level Alterations at Midland School.

LOWER LEVEL ALTERATIONS- CHANGE ORDER #4

F11. RESOLVED: on the recommendation of the Superintendent, the Rochelle Park Board of

Education approves a change order to the contract with Molba Construction, Little Ferry, NJ in the Additional amount of $ 13,206.35. To include additional drywall laminated walls, floor leveling, and toilet room floors. The order also reflects a credit for water coolers and soffits for the Interior Alterations to Lower Level Midland School. Revised Total Contract $311,438.75

ESCROW ACCOUNT

F12.RESOLVED: upon the recommendation of the Superintendent, the Board of Education authorizes the Business Administrator/Board Secretary to close out the escrow account with First Hope Bank.

LOWER LEVEL ALTERATIONS-PAYMENT APPLICATION #5

F13. RESOLVED: that, upon the recommendation of the Superintendent of Schools, the Rochelle Park Board of Education approves Application for Payment #5 in the amount of $15,571.94 Molba Construction for the Lower Level Alterations at Midland School. Payment is the final payment for the project.

F1-F13

Motion \_\_\_\_\_\_\_\_\_\_\_\_ Second\_\_\_\_\_\_\_\_\_\_

VIII. 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 give their name and address when recognized to speak.

IX. Announcements The next Annual Reorganization Board of Education meeting will be held on January 5, 2021 in the Library/Media Center

X. Executive Session

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss confidential matters which include contractual issue.

Motion\_\_\_\_\_\_\_\_\_\_\_ Second\_\_\_\_\_\_\_\_\_\_

XI. Adjournment

Motion\_\_\_\_\_\_\_\_\_\_\_\_ Second\_\_\_\_\_\_\_\_\_\_\_