

Rochelle Park Board of Education  
Regular Meeting 7:00 P.M.  
May 21, 2019

**I. Call to Order**  
**II. Roll Call**

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

Others Present:

Dr. Richard Brockel, Interim Superintendent of Schools  
Mrs. Cheryl Jiosi, Business Administrator/Board Secretary  
Mrs. Cara Hurd, Director of Curriculum & Instruction  
Mr. Michael Alberta, Principal  
Mrs. Ellen Kobylarz, Board Recording Secretary

**III. Pledge of Allegiance**

**IV. 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 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. Reports**

- A. Interim Superintendent
- B. Business Administrator
- C. Director of Curriculum and Instruction
- D. Principal
- E. PTO
- F. Board Committees, as needed:  
(Curriculum, Finance, Facilities, Personnel, Policy, Negotiations)
- G. Board Liaison:  
(NJSBA/BCSBA, Joint Boards, Liason to the Township Committee)

**VI. Public Comment (Agenda Items Only)**

The Board of Education reserves the right to hold public comment on agenda items only, at its discretion, at its regular monthly public meetings in accordance with Bylaw 0167. Public comment will be limited to three minutes per person not to exceed 30 minutes. Citizens should give their name and address when recognized to speak. Please be reminded that this meeting is being recorded.

## **VII. Items for Board Action-Resolutions**

### TEACHER APPRECIATION WEEK

WHEREAS, Teacher Appreciation Week was celebrated the week of May 6th through May 10th, 2019; and

WHEREAS, the Rochelle Park Board of Education is aware of the vital contribution of our teachers, who are responsible for the translation of district ideas and philosophy, which they have helped to formulate into our students' programs and activities in the classroom; and

WHEREAS, the dedication, intelligence, creativity, sensitivity, and high standards of our teachers are a source of inspiration to the hundreds of students whose lives they touch, and

WHEREAS, teachers make public schools great, work to open students' minds to ideas, knowledge and dreams, keep American democracy alive by laying the foundation for good citizenship, continue to influence us long after our school days are only memories; and

WHEREAS the excellence of the services provided by our teachers are crucial to the success of the Rochelle Park Midland School #1;

NOW THEREFORE BE IT RESOLVED: that on behalf of the administration, parents, residents and Rochelle Park Board of Education, we express our gratitude to our professional staff for exemplary service to the district; and

BE IT FURTHER RESOLVED : that Tuesday, May 7, 2019 be designated as National Teacher Day for the Rochelle Park Public School District and that we take this opportunity to extend an official thank you to all District staff whose devotion enriches the lives of the Midland School #1 students and community.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
Roll Call

### SPECIAL EDUCATION WEEK IN NEW JERSEY

WHEREAS, Special Education Week will be celebrated the week of May 12th through May 18th, 2019; and

WHEREAS, more than 244,000 children receive special education instruction in New Jersey's public and private schools; and

WHEREAS, more than 18,000 special needs children are enrolled in preschool and early intervention programs in New Jersey; and

WHEREAS, thousands of parents, teachers, child study team members and school administrators give generously of their time and energy to support the learning needs of special education; and

WHEREAS, the theme for Special Education Week is "Painting a Brighter Future, One Step at a Time"; and

WHEREAS, the public school districts and the private schools of New Jersey make a major contribution to the public welfare by preparing thousands of exceptional persons to participate as residents of this state and as members of our society;

NOW THEREFORE BE IT RESOLVED that the Rochelle Park Board of Education does hereby recognize May 12th through May 18th, 2019 as Special Education Week in Rochelle Park and call upon all residents to recognize the achievements of New Jersey's special education students and the outstanding contributions made by educators, school board members, schools and agencies for the disabled and their parents toward quality education for the exceptional citizens of our state.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
Roll Call

NATIONAL SCHOOL NURSE DAY

WHEREAS, students are the future and, by investing in them today, we are ensuring our world for tomorrow; and

WHEREAS, the 2019 theme "School Nurses: Making the Grade on School Health" captures the significant role in improving students' health and academic outcomes. As school nurses, they lead the way by ensuring a healthier and more sustainable future for our nation's children; and

WHEREAS, children are the future and, by investing in them today, we are ensuring our world for tomorrow; and

WHEREAS, all students have a right to have their health needs safely met while in the school setting; and

WHEREAS, school nurses are professional nurses that advance the well-being, academic success, and life-long achievements of all students; and

WHEREAS, school nurses act as a liaison to the school community, parents, and health care providers on behalf of children's health and

WHEREAS, school nurses support the health and educational success of children and youth by developing and providing programs and leadership; and

WHEREAS, school nurses understand the link between health and learning and are in a position to make a positive difference for children every day;

NOW, THEREFORE BE IT RESOLVED that on behalf of the administration, parents, residents and Rochelle Park Board of Education, we express our gratitude to our Nurse for her dedicated service to our students and staff and acknowledge the accomplishments of school nurses everywhere and for their efforts of meeting the needs of today's students by improving the effective delivery of health care in our school and show gratitude for the nation's school nurses, not just on this National School Nurse Day but at every opportunity throughout the year.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
Roll Call

**Routine Matters Resolutions R1-R11**

R1. Approval of Minutes

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the minutes of the following meetings:

April 23, 2019 Regular Meeting & Executive  
April 30, 2019 Special Meeting & Executive

R2. Attendance

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the attendance report for the month of April 2019 as listed:

<u>Enrollment</u>	<u>Left</u>	<u>Entered</u>
Midland School 503		
Hackensack H.S. 133		
Academies/Technical Schools 24		
Totals 660		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	10079	Possible Days	1590
Days Present	9689.5	Days Present	1560
Days Absent	389.5	Days Absent	30
% Present	96.1%	% Present	98.1%
% Absent	3.9%	% Absent	1.9%

R3. Emergency & Crisis Situations

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the following Fire and Security drills held in the month of April 2019 for the Rochelle Park School District.

Fire Drill April 30, 2019  
Security Drill April 15, 2019

R4. Harrassment Intimidation and Bullying

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the following HIB Report for April 2019 on behalf of the Rochelle Park School District.

April 2019  
Reported Cases: 0  
Number of Cases open: 0  
Number of Cases closed: 0  
Number of Incidents determined to be HIB: 0

R5. Field Trips

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

Grade / Place	Date	Cost per child
Kindergarten- Police Station	5/16/2019	No cost
Kindergarten- Liberty Science	6/17/2019	\$22.00
Dr. Sacco- Concert Band RP Diner	5/30/2019	No cost

**R6. Bylaws & Policies**

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves a second reading and adoption of the following Policy and Regulation :

7510 Use of School Facilities

**R7. Job Descriptions**

RESOLVED: that upon the recommendation of the Interim Superintendent, the Board of Education approves the revised Job Descriptions for all Extra Curricular Activity Positions contained in the Board of Education Policy Book.

**R8. Comprehensive Equity Plan**

RESOLVED: that upon the recommendation of the Interim Superintendent, the Board of Education authorizes the Affirmative Action Team to conduct the needs assessment and develop the Comprehensive Equity Plan.

Comprehensive Equity Plan

R9. RESOLVED: that upon the recommendation of the Interim Superintendent, the Board of Education authorizes the submission of the proposed Comprehensive Equity Plan.

Torch Run

R10. RESOLVED: that upon the recommendation of the Interim Superintendent, the Board of Education authorizes the School District's participation with the 2019 Torch Run taking place on June 7, 2019.

Hornes Resolution

R11. RESOLVED: that upon the recommendation of the Interim Superintendent, the Board of Education approves the solicitation of students for Mr. Hornes's summer enrichment program as supported by the District's Policies 3230 and 9720.

**R1-R11**

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

**Personnel Resolutions P1-P13**

**P1. Professional Development**

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the participation of the persons named at the following workshops/conferences:

Faculty	Name of Workshop	Date	Cost
Liz Nam	The Role of the School Climate Team	7/25/2019	No cost for workshop
Rex Leka	OSHA Compliance 2019	7/8/2019	\$179.00
Cheryl Jiosi	Nisivoccia "Preparing for your Audit"	5/30/2019	No cost for workshop
Lisa Fletcher	Transmedia projects workshop	5/7/2019	No cost for workshop
Jennifer O'Brien	Transmedia projects workshop	5/7/2019	No cost for workshop
Liz Nam	Ask the Liason (McKinney Vento)	6/3/2019	No cost for workshop

Extended School Year

P2. RESOLVED: upon the recommendation of the Interim Superintendent, that the Rochelle Park Board of Education approve the following personnel for the positions listed in conjunction with an extended enrichment programs for 15 days from July 1-July 25 at their hourly rate not to exceed 45 hours.

Cara Serpineto – Intergrated PreK Teacher  
Jessica DiCori Co-Pre K Teacher  
Daniela Barbieri- Co-Pre K Teacher

Summer Enrichment

P3. RESOLVED: upon the recommendation of the Interim Superintendent, that the Rochelle Park Board of Education approve Cathy Hernando and Krystle Hughes as Co-coordinator's for the summer enrichment program, at \$64.00 an hour to be split between the Co-coordinator's not to exceed \$3,200.00 each.

Summer Work

P4.RESOLVED: upon the recommendation of the Interim Superintendent , that the Board of Education approves the following people for the length of time stated over the summer of 2019 at their per diem rate.

Ellen Lender 5 days  
Jessica DiCori 5 days  
Vanessa Aiello 8 days  
Nicole Taggery 4 days  
Christina Horohoe 4 Days  
Suk Nam 10 days  
Sheryl Meyers 4 days

Re-Employment

P5. RESOLVED: upon the recommendation of the Interim Superintendent , that the Board of Education revises the titles of employment for the following individuals effective July 1, 2019 to June 30, 2020.

Mrs. Malvina Leka – Secretary  
Mrs. Donna Centrella – Secretary  
Mrs. Debra, Pinto – Clerk

Resignation

P6. RESOLVED: upon the recommendation of the Interim Superintendent , that the Board of Education accept with regret Claudette P. Geoffroy's resignation letter dated April 30, 2019 from the Rochelle Park School District effective June 21, 2019. We wish her much luck and happiness in her future endeavors.

Appointment

P7. 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 Interim Superintendent, that the Board of Education appoint Lauren Menduke to the position of Teacher September 1, 2019 until June 30, 2020 on BA Step 2\* at a salary of \$ 51.330\*.

\*Salary and/or Step to be adjusted upon approval of the 2019/2020 contract

Appointment

P8. 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 Interim Superintendent, that the Board of Education appoint Nicole Barbarino to the position of .6 School Psychologist September 1, 2019 until June 30, 2020 on MA Step 8\* at a salary of \$ 40,218.00\*. (no benefits)

\*Salary and/or Step to be adjusted upon approval of the 2019/2020 contract

Appointment

P9. 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 Interim Superintendent, that the Board of Education appoint Christine Moran to the position of .8 Occupational Therapist September 1, 2019 until June 30, 2020 on MA Step 8\* at a salary of \$ 53,624.00. \* (no benefits)

\*Salary and/or Step to be adjusted upon approval of the 2019/2020 contract

Appointment

P10. 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 Interim Superintendent, that the Board of Education appoint Tara Mizzoni to the position of Teacher September 1, 2019 until June 30, 2020 on BA Step 2\* at a salary of \$ 51,330.00.\*

\*Salary and/or Step to be adjusted upon approval of the 2019/2020 contract

Appointment

P11. 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 Interim Superintendent, that the Board of Education appoint Jordyn Kessler to the position of Teacher September 1, 2019 until June 30, 2020 on BA Step 1\* at a salary of \$ 50,830.00.\*

\*Salary and/or Step to be adjusted upon approval of the 2019/2020 contract

Secretary Evaluation Tool

P12. RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the Secretary Evaluation tool.

Summer Tutor

P13. RESOLVED: on the recommendation of the Superintendent, the Board of Education appoints Cara Serpineto to the position of Teacher/Tutor – 4 hrs per week for the month of July 2019 not to exceed 20 hours in total at the rate of \$32.00 per hour to meet IEP requirements.

**P1-P13**

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

**Finance Resolutions F1-F11**

**F1. Bills List**

RESOLVED: that, upon the recommendation of the Interim Superintendent, the Rochelle Park Board of Education approves the payment of bills for May 1, 2019 to May 18, 2019.

A. Regular Bills- Fund 10	\$97,609.92
B. Federal Grant - Fund 20	\$ 6,819.91
C. Cafeteria - Fund 60	\$ .00
D. Afterschool Program -Fund 61	\$ .00
Total for the month of April	
TOTAL DISBURSEMENTS	\$104,429.83

**F2. Additional Bills List in April**

RESOLVED: that upon the recommendation of the Interim Superintendent, the Rochelle Park Board of Education authorizes a second check run for the month of May 2019 with the amounts to be approved at the June, 2019 meeting.

**F3. Secretary & Treasurer's Reports**

RESOLVED :that upon the recommendation of the Interim 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 April 2019.

**F4. Student Activities**

RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education accepts, and affixes to the minutes, the Student Activities report for the month of April 2019.

**F5. Transfers**

RESOLVED : on the recommendation of the Interim Superintendent, the Board of Education accepts, and affixes to the minutes, the line item transfers for April, 2019.

**F6. Certifications**

RESOLVED : that, upon the recommendation of the Interim 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 April 30, 2019 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 no budgetary line item account has been over-expended in violation of N.J.A.C.6:20-2.11 (a).

Cheryl Jiosi, Business Administrator/Board Secretary

**F7. Payroll Authorization**

RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves the payroll for April 2019 as follows:



April 2019	
Fund Gross Payroll	
Fund 10	532,861.00
Fund 20	4,518.50
Fund 61	16,773.84
Fund 62	
Total	554,153.34

Approval of Food Service Management Company

F8. Be it resolved that the Rochelle Park Board of Education “SFA” approves the first renewal of the Food Service Management contract with The Pomptonian, Inc .”FSMC” for the food service operation for 2019-2020.

**MANAGEMENT FEE / GUARANTEES**

Payment to the FSMC:

- a. The SFA shall reimburse FSMC for all Reimbursable Items. The SFA shall pay to FSMC a management fee of \$1,564.50 per month for ten (10) months for a total annual management fee of \$15,645.00 Dollars (the “Management Fee”).
- b. The total of all Reimbursable Items and the allowance for FSMC’s Management Fee shall be referred to as “SFA’s Financial Obligation”.

Financial Guarantee:

- a. Guarantee Break-Even Budget: FSMC estimates that SFA’s Total Food Service Costs for the Current Year shall not exceed Gross Receipts for the Current Year for those items of revenue and expense set forth in the Projected Food Service Budget attached hereto as Exhibit A.
- b. Reimbursement: FSMC agrees to reimburse SFA for the amount (the “FSMC Responsibility”), if any, by which SFA’s actual Total Food Service Costs for the Current Year exceed Gross Receipts for the Current Year (“SFA Shortfall”).

Price List

F9. Resolved: on the recommendation of the Interim Superintendent, the Board of Education approves the attached price list for the 2019-2020 school year.

Summer Enrichment Program Rates

F10. Resolved: Upon the recommendation of the Interim Superintendent, the Board of Education approves the following rates for the 2019 summer enrichment program.

1pm-4pm \$450.00 6 weeks  
2pm-4pm \$300.00 6 weeks

F11. Facility Use

RESOLVED: on the recommendation of the Interim Superintendent, the 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 activities at any time which may cause changes to the calendar.

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
Midland School Class of 2019	Auditorium	May 22, 2019	None
Midland School Class of	Auditorium	June 19, 2019	None

2019			
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F1-F11

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 not to exceed 30 minutes. Citizens should give their name and address when recognized to speak.

**IX. Announcements**

The Regular Meeting will be held on June 18, 2019 at 7:00 P.M. 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.

Motion\_\_\_\_\_ Second\_\_\_\_\_ to open at \_\_\_\_\_ P.M.

Motion\_\_\_\_\_ Second\_\_\_\_\_ to close at \_\_\_\_\_ P.M.

**XI. Adjournment**

Motion\_\_\_\_\_ Second\_\_\_\_\_ \_\_\_\_\_ P.M.