

**Rochelle Park Board of Education  
Caucus Meeting– 7:30 P.M.  
September 9, 2013**

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

Board Members	Present	Absent
Mr. Jay Esposito, Vice President		
Mr. Sam Allos		
Mrs. Teresa Cravello		
Mrs. Maria Lauerman		
Mrs. Dimitria Leakas		
Mr. Mark Scully		
Mrs. Patricia Bilka, President		

Others Present:

Bert Ammerman Interim Superintendent,  
Vincent Occhino, Interim Business Administrator/Board Secretary  
Cara Hurd, Principal  
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 Caucus Meeting were sent to all concerned individuals, associations and sent to the The Record and Our Town, in accordance with Chapter 231, P.L. 1975.

**IV. Superintendent’s Report**

**V. Principal’s Report**

**VI. Business Administrator’s Report**

**VII. Reports – Committee Action Items**

**ROCHELLE PARK BOARD OF EDUCATION COMMITTEES**

*2013-2014 School Year*

Committees	Chairperson	Co – Chairperson
Finance	Mrs. Bilka	Mr. Esposito
Education	Mrs. Lauerman	Mrs. Leakas
Transportation	Mr. Scully	Mrs. Cravello
Building & Grounds	Mr. Esposito	Mr. Allos

Community & School Activities	Mr. Scully	Mr. Esposito
Legislation	Mrs. Bilka	Mrs. Cravello
Policy	Mr. Allos	Mrs. Lauerman
Board/Staff Relations	Mrs. Lauerman	Mrs. Leakas
<b>Ad-Hoc Committees</b>		
Negotiating	Mrs. Bilka	Mr. Allos, Mrs. Cravello, Mrs. Leakas, Alt.
<b>Liaisons</b>		
Joint Boards Coordination	Mrs. Cravello	Mrs. Leakas, Alternate
Bergen County School Boards	Mrs. Lauerman	Mrs. Cravello, Alternate
New Jersey School Boards	Mrs. Leakas	Mr. Scully, Alternate
Municipal Alliance Liaison	Mr. Allos	Mrs. Cravello, Alternate

**VIII. Public Questions on the Resolutions (Agenda Items Only)**

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

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to open public comment at \_\_\_\_\_ p.m.

Roll Call

JE    SA    TC    ML    DL    MS    PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close public comment at \_\_\_\_\_ p.m.

Roll Call

JE    SA    TC    ML    DL    MS    PB

**IX. Items for Board Action - Resolutions (If needed)**

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

**Personnel P1-P4**

**POLICY #3141 RESIGNATION**

\*P1 RESOLVED: that the Board of Education accept Marilena Coppola’s letter of resignation as the ESL Teacher for the Rochelle Park School District effective September 1, 2013. We wish her much success in the future.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

Roll Call

JE    SA    TC    ML    DL    MS    PB

**POLICY#4111- HIRING CERTIFIED PERSONNEL**

\*P2. 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 Joan Kim to the position of Teacher for the 2013-2014 school year. on BA, Step 1 salary to be determined upon settlement of the master contract for the 2013- 2014 school year.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

JE SA TC ML DL MS PB

**\*P3. 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 Nicoletta LaMarca Sacco to the position of ESL Teacher for the 2013-2014 school year. on MA+15 Step 4, salary to be determined upon settlement of the master contract for the 2013- 2014 school year.**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

JE SA TC ML DL MS PB

**\*P4. RESOLVED that the Rochelle Park Board of Education, upon the recommendation of the Interim Superintendent, appoints Raimonda Rodriguez as Bookkeeper/Secretary to the Business Administrator at an annual prorata salary of \$45,000.00 (prorated) for the perior September 23, 2013 – June 30, 2014 pending completion of a criminal history check.**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

JE SA TC ML DL MS PB

**FINANCE AND INSURANCE-RESOLUTIONS F1-F2**

**POLICY #6460 PAYMENT OF GOODS AND SERVICES**

**F1. RESOLVED**, that the Board of Education of the Township of Rochelle Park, approves the addition of the following bank account to act as a depository for public funds, and that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below:

**Capital One Bank**

ACCOUNT	SIGNATORIES	AUTHORIZED SIGNATORIES
SUI Unemployment Trust Fund Account #	Minimum of One Signature Required	Board President/V.P. Treasurer of School Monies Interim Superintendent Business Administrator/Board Secretary

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

JE SA TC ML DL MS PB

**F2. RESOLVED** that the Rochelle Park Board of Education, upon the recommendation of the Interim Superintendent, accepts the following Food Service Point of Service (POS) Proposals as solicited by the Interim School Business Administrator and received on August 28, 2013 as follows:

Vendor/Company	Proposal- POS System
CC Productions, Hoboken, New Jersey	\$ 8,302
NutriKids, Rochester, New York	\$13,568
Esber Cash Register, Canton, Ohio	\$ 0.00

- Note: Purchase will be funded utilizing the district's Food Service Enterprise Fund and will be at no cost to the district's current operating budget.

**FURTHER BE IT RESOLVED** that the Rochelle Park Board of Education, upon the recommendation of the Interim Superintendent, accepts the proposal provided by CC Productions of Hoboken, New Jersey and hereby authorizes the Interim School Business Administrator to purchase the POS (Point of Service) system for the Food Service operation at a cost of \$8,302.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

JE SA TC ML DL MS PB

**X. Other Business:**

**XI. 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 \_\_\_\_\_ p.m.

Roll Call

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close public comment at \_\_\_\_\_ p.m.

Roll Call

JE SA TC ML DL MS PB

**XII. Announcements**

**The next Regular Meeting will be held on Monday, September 16, 2013, at 7:30 P.M. in the Media Center.**

**XIII. 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 THEREFORE 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

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close Executive Session at \_\_\_\_\_ p.m.

Roll Call

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to resume Regular Meeting Agenda at \_\_\_\_ p.m.

Roll Call

JE SA TC ML DL MS PB

#### **XIV. Adjournment**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn meeting at \_\_\_\_\_ p.m.

Roll Call

JE SA TC ML DL MS PB