

**Rochelle Park Board of Education  
Regular Meeting-7:30 P.M.  
December 9, 2013**

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

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Mr. Robert J Esposito, Vice President		
Mr. Sam Allos		
Mrs. Teresa Cravello		
Mrs. Maria Lauerman		
Mrs. Dimitria Leakas		
Mr. Mark Scully		
Mrs. Patricia Dee Bilka, President		

Others present:

- Dennis McDonald, 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. Business Administrator’s Report**
- VI. 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

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to close public comment at \_\_\_\_pm.

Roll Call

JE SA TC ML DL MS PB

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

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

**ROUTINE MATTERS RESOLUTIONS R1-R6**

**POLICY #0168- APPROVALS OF BOARD MINUTES**

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

- November 6, 2013 Special Executive Session
- November 11, 2013 Caucus Meeting & Executive Session
- November 11, 2013 Regular Meeting

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**POLICY#5200 ATTENDANCE**

**R2. RESOLVED:** that the Board of Education approves the attendance report for the month of November 2013 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	459		
Hackensack H.S.	157.5		
Academies/Technical Schools	17		
Totals	633.5		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	7803	Possible Days	950
Days Present	7424.5	Days Present	934.5
Days Absent	378.5	Days Absent	15.5
% Present	95%	% Present	98.3%
% Absent	5%	% Absent	1.7%

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**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 2013 for the Rochelle Park School District.

- Fire Drill November 11, 2013
- Security Drill November 27, 2013

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING**

**R4. RESOLVED:** that the Rochelle Park Board of Education approves the following HIB Report for November 2013 on behalf of the Rochelle Park School District.

**November 2013**

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

JE SA TC ML DL MS PB

**POLICY #0130 BYLAWS & POLICIES**

**R5. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approves the second reading and adoption of the following Policies, and Regulation:

Policy and Regulation **5521 HARRISSMENT INTIMIDATION AND BULLYING**

Policy

**4124 EMPLOYMENT CONTRACT**

**3144.12 CERTIFICATION OF TENURE CHARGES-INEFFICENCY**

**3144.3 SUSPENSION UPON CERTIFICATION OF TENURE CHARGE**

**3373 TENURE UPON TRANSFER OR PROMOTION**

**3372 TEACHING STAFF MEMBER TENURE ACQUISITION**

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

Roll Call

JE SA TC ML DL MS PB

**R6. RESOLVED:** on the recommendation of the Superintendent, that the Rochelle Park Board of Education does hereby adopt the 2013-2014 board goals.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Roll Call

JE SA TC ML DL MS PB

**PERSONNEL RESOLUTIONS P1-P7**

**POLICY#4111- HIRING CERTIFIED PERSONNEL**

**\*P1. 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 Melanie Siliato to the position of Guidance Counselor starting January 20, 2014 until the end of the 2013-2014 school year on MA, Step 1 salary (prorated) 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

**\*P2. RESOLVED: on the recommendation of the Superintendent, that the Board of Education appoints the following personnel to the listed extra-compensation positions for the 2013-2014 school year stipend to be determined upon the settlement of the master contract for the 2013-2014 school year.**

Jr. National Honor Society Advisor Nicoletta Sacco

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

Roll Call

JE SA TC ML DL MS PB

**POLICY #3240 – PROFESSIONAL DEVELOPMENT**

**\*P3. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:**

**Christine Dam to attend “Guided Reading Differentiating Using Small Groups” in Newark on January 7, 2014 at a cost of \$225.00 for registration.**

**Daniela Barbieri to attend “Powerful Early Intervention Strategies to help young children with developmental problems and challenging behaviors” in Newark on January 14, 2014 at a cost of \$229.00 to the district for registration.**

**Daniela Barbieri and Sarah Powell to attend “Nutrition & Feeding interventions for Autism Spectrum Disorders and ASD on March 7, 2014 through Region V at no cost to the district for registration.**

**Elyce Shean, Nancy Sobeck and Maria Leccese to attend “Practical Strategies for preparing your PreK- Kindergarten Students to meet the CCSS in Math” on January 16, 2014 at a cost of \$229.00 per person to the district for registration**

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

Roll Call

JE SA TC ML DL MS PB

**POLICY #4150 – LEAVES**

**\*P4. RESOLVED: that the Board of Education does hereby approve the request of Joanna Hani to extend her maternity leave for the remainder of the 2013-2014 school year.**

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

Roll Call

JE SA TC ML DL MS PB

**POLICY #3141 RESIGNATION**

**\*P5. RESOLVED: that the Board of Education accept Suzanne DiTomasso letter of**

resignation as a Playground/Cafeteria Aide for the Rochelle Park School District effective December 2, 2013. We wish her much success in the future.

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

JE SA TC ML DL MS PB

**POLICY #4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS**

**\*P6. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approve the following list of substitute teachers for the 2013-2014 school year at a rate of \$85.00 per day:

**Bolisha Enaibe- pending certification of criminal history**

Motion by \_\_\_\_\_seconded by \_\_\_\_\_  
Roll Call

JE SA TC ML DL MS PB

**POLICY#9541- STUDENT TEACHERS/INTERNS**

**\*P 7. RESOLVED:** that the Board of Education approve the following Internship for Daniel Osorio in Mrs. Weiner’s class for the spring 2014 semester, January 27, 2014- March 14, 2014.

Motion by \_\_\_\_\_, second by \_\_\_\_\_  
Roll Call

JE SA TC ML DL MS PB

**FINANCE AND INSURANCE-RESOLUTIONS F1-F9**

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

**F1. RESOLVED:** that the Rochelle Park Board of Education approve the December 2013 Bill List as approved by the Finance Committee, attached and listed below:

<b>A. Regular Bills- Fund 11&amp;10</b>	<b>\$500,666,28</b>
<b>B. Regular Bills – Fund 20</b>	<b>\$1,500.00</b>
<b>C. Capital Projects-Fund 30</b>	<b>\$0</b>
<b>D, Debt Service- Fund 40</b>	<b>\$0</b>
<b>E. Food Service- Fund 50</b>	<b>\$28,683.68</b>
<b>F. Enterprise- Fund 51</b>	<b>\$235.65</b>
<b>TOTAL PAYMENTS FOR DECEMBER</b>	<b>\$531,085.61</b>

**TOTAL DISBURSEMENTS**

ATTACHEMENT

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

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

**F2. RESOLVED:** that the Rochelle Park Board of Education approve the November 2013 Bill List as approved by the Finance Committee, attached and listed below:

D. Regular Bills- Fund 10	\$7,123.45
E. Regular Bills – Fund 20	\$0
F. Capital Projects-Fund 30	\$0
D, Debt Service- Fund 40	\$0
E. Food Service- Fund 50	\$0
F. Enterprise- Fund 51	\$0
<b>TOTAL PAYMENTS FORNOVEMBER</b>	<b>\$7,123.45</b>

**TOTAL DISBURSEMENTS**

ATTACHEMENT

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**F3. RESOLVED,** that the Rochelle Park Board of Education approves the November 2013, payroll in the amount of \$ 474,447.02.

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**POLICY #6820 FINANCIAL REPORTS**

**Monthly Budgetary Line Item Status Certifications**

**F4. RESOLVED,** that the Board Secretary for the Rochelle Park Board of Education certified that pursuant to NJAC 6A:23-2.11 9c) 3, as of September 30,2013 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 © 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 \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**Secretary & Treasurer’s Reports**

**F5. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary's and Treasurer's Financial Reports for the month of September 2013.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

ATTACHMENT

JE SA TC ML DL MS PB

**F6. RESOLVED, that the Board Secretary for the Rochelle Park Board of Education certified that pursuant to NJAC 6A:23-2.11 9c) 3, as of October 30,2013 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 © 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 \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**Secretary & Treasurer's Reports**

**F7. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary's and Treasurer's Financial Reports for the month of October 2013.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

ATTACHMENT

JE SA TC ML DL MS PB

**F8. RESOLVED: that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the month of October 2013.**

ATTACHMENT

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

JE SA TC DL ML MS PB

**F9. 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.**

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
RP Cub Scouts-JM	Classroom	12/6/2013,1/3,1/17,2/7,2/21,3/7,3/21/2014	None
RP Girl Scouts-MC	Classroom	1/9,1/23,2/6,2/20,3/6,3/20/2014	None

RP Girl Scouts-KL	Classroom	12/11,12/18/2013, 1/8,1/22, 2/5,2/12,3/5, 3/19,4/2,4/16,5/7,5/21,6/6/2014	None
RP Girl Scouts-95939	Classroom	1/16/14.2/13,2/27,/3/13,3/27, 4/10.5/1,5/15/2014	None

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**IX. Reports-Community Action Items**

**2013 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, Alt Mrs. Leakas
<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, Alternative
Municipal Alliance Liaison	Mr. Allos	Mrs. Cravello, 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

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close public comment at \_\_\_\_\_pm.  
Roll Call

JE SA TC ML DL MS PB

**X. Announcements**

The re-organization Meeting will be held on Monday, January 6, 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 with in 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

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close Executive Session at \_\_\_\_\_pm.  
Roll Call

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to resume Regular Meeting Agenda at \_\_\_\_\_pm.  
Roll Call

JE SA TC ML DL MS PB

**XII. Adjournment**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn meeting at \_\_\_\_\_pm.  
Roll Call

JE SA TC ML DL MS PB