

**Rochelle Park Board of Education
Regular Meeting– 8:00 P.M.
December 12, 2011**

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

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

Others present:

Bert Ammerman, Interim Superintendent
Ellen Kobylarz, Board Recording Secretary/Board Secretary Pro Tem

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 Star Ledger, 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 agenda items only.

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

Roll Call

RV SA TC JE ML MS PB

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

Roll Call

RV SA TC JE ML MS PB

VII. Items for Board Action - Resolutions

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

POLICY #0168 – APPROVAL OF BOARD MINUTES

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

- A. November 14, 2011 - Caucus Meeting & Executive Session**
- B. November 14, 2011 – Regular Meeting & Executive Session**

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

POLICY #5200 - ATTENDANCE

2. RESOLVED: that the Board of Education approves the attendance report for the month of November 2011 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	462		1-Prek3
Hackensack H.S.	122		2- Kndg
Academies/Technical Schools	10		1-1 st Grade
			2-7 th Grade
			2-8 th Grade
Total	594		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	7815	Possible Days	793.3
Days Present	7385	Days Present	764.8
Days Absent	430	Days Absent	28.5
% Present	94.4%	% Present	96.4%
% Absent	5.6%	% Absent	3.6%

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

POLICY #2340 – FIELD TRIPS

3. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the following field trip request:

Mr. Grossman, Mrs. Rainone, Mrs. Fletcher, Mrs. Raimondi & Mrs. Meyers to accompany the 8th grade students on a trip to the State House in Trenton NJ on March 23, 2012 at a cost to the parents of \$10.00 for the bus.

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

POLICY #3240 - PROFESSIONAL DEVELOPMENT

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

C. Hurd to attend “Harassment, Intimidation and Bullying in Educational Settings” in Montclair on December 9, 2011 at a cost of \$125.00 for registration.

L. Schwarz, B. Loverich & C. Raimondi to attend “Teaching in Extended Blocks of Time: Creating Dynamic Lessons” on January 6, 2012.

B. Purcell & C. Stephens to attend “Launching the Writing Workshop” Grades3-8 on December 8, 2011.

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

POLICY #4125 – EMPLOYMENT OF SUPPORT STAFF MEMBERS

***5. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the employment of the following personnel for the 2011-2012 school year at a salary to be determined upon settlement of the master contract for the 2011-2012 school year.**

**Beth DeSimone– Part Time Special Education Classroom Assistant
(Pending Criminal History)**

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

***6. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following substitute teacher for the remainder of the**

2011-2012 school year at a rate of \$80.00 per day:

Brooke Reichman

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

POLICY #4431.1 – FAMILY LEAVE

***7. RESOLVED:** that the Board of Education does hereby approves the request of Mrs. Cara Hurd to go on maternity leave effective January 17, 2012 until her period of disability ends at which time the Family Leave Act will be utilized for a period of 12 weeks. Mrs. Hurd is then requesting an unpaid leave with an anticipated return date of August 27, 2012.

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

***8. RESOLVED:** that the Board of Education does hereby approves the request of Mrs. Jessica Calderone to extend her maternity leave until the end of the 2011/2012 school year.

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

POLICY #4111 – HIRING – CERTIFIED PERSONNEL

***9. RESOLVED:** that application 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 Matthew McGrath to the position of Maternity Leave Interim Principal from January 11, 2012 to July 15, 2012 at a rate of \$500.00 per day.

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

***10. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education extends the appointment of Jennifer Mescce to the position of Maternity Leave replacement 4th Grade Teacher (no benefits) until April 20, 2012 on BA ,Step 1 salary to be

determined upon settlement of the master contract for the 2011- 2012 school year.

Motion by _____seconded by _____

Roll Call

RV SA TC JE ML MS PB

POLICY #9180 SCHOOL VOLUNTEERS

***11. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approves, with grateful appreciation, the following Library Volunteer:

Debbie Leakas

Motion by _____seconded by _____

Roll Call

RV SA TC JE ML MS PB

POLICY #2431 ATHLETIC COMPTITION

12. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the reinstatement of the Softball, Baseball and Indoor Soccer programs for the 2011-2012 school year.

Motion by _____seconded by _____

Roll Call

RV SA TC JE ML MS PB

POLICY 2230: CURRICULUM GUIDES

13. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approve the Science Curriculum for grades K thru 8 as presented and on file in the office of the Superintendent.

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

FINANCE AND INSURANCE

Upon the recommendation of the Business Administrator to the Superintendent:

***14. RESOLVED:** that on the recommendation of the Superintendent, the Rochelle Park Board of Education appoints Bert Ammerman to the position of Board Secretary effective December 12, 2011 to June 30, 2013.

Motion by _____ seconded by _____
Roll Call

RV SA TC JE ML MS PB

***15. RESOLVED: that on the recommendation of the Superintendent, the Rochelle Park Board of Education approves the use of 2011-12 NCLB Title 1 funds in the amount of \$20,442.0 to salary of Nancy Oliver account# 20-230-100-101-000-000.**

Motion by _____ seconded by _____
Roll Call

RV SA TC JE ML MS PB

POLICY #6350 – CONTRACTS

16. RESOLVED: that the Rochelle Park Board of Education approves a contract with School Wires with an initial cost of \$4,758.00 from January 1, 2012 till June 30, 2012 and \$2,317.50 for the second year: July 1, 2012 – June 30, 2013.

Motion by _____ seconded by _____
Roll Call

RV SA TC JE ML MS PB

17. RESOLVED: that the Rochelle Park Board of Education approves a contract with Good Earth Landscape Contractors for the snow plowing of the school parking lot per contract on file in the Business Office. This contract is for the remainder of the 2011/2012 school year.

Plowing: Per Push
1" to 3" (inches): \$ 300.00
3.1" to 6" (inches): \$ 415.00
6.1" to 9" (inches): \$ 545.00
9.1" to 12" (inches): \$ 695.00

Motion by _____ seconded by _____
Roll Call

RV SA TC JE ML MS PB

Board Secretary's Report

18. RESOLVED: that the Rochelle Park Board of Education accepts the Board Secretary's Financial Report for the month of July 2011

ATTACHMENT

Motion by _____, seconded by _____
Roll Call

RV SA TC JE ML MS PB

19. RESOLVED: that the Rochelle Park Board of Education accepts the School Treasurer’s Financial Report for the month of July 2011.

ATTACHMENT

Motion by_____, seconded by_____

Roll Call

RV SA TC JE ML MS PB

20. 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 July 30, 2011 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

RV SA TC JE ML MS PB

Transfers

21. RESOLVED: that the Rochelle Park Board of Education approves the line item transfers for July 31, 2011 & September 30, 2011.

ATTACHMENT

<i>Date</i>	<i>Source Account</i>	<i>Target Account</i>	<i>Comments</i>	<i>Amount</i>
7/31/11			See Attachment 2	\$124,437.52
9/30/11			See Attachment 2	\$93,630.45
			TOTAL TRANSFERS	\$218,067.97

Motion by_____, seconded by_____

Roll Call

RV SA TC JE ML MS PB

22. RESOLVED: that the Rochelle Park Board of Education accepts the Board Secretary’s Financial Report for the month of August 2011

ATTACHMENT

Motion by_____, seconded by_____

Roll Call

RV SA TC JE ML MS PB

23. RESOLVED: that the Rochelle Park Board of Education accepts the School Treasurer's Financial Report for the month of August 2011.

ATTACHMENT

Motion by_____, seconded by_____
Roll Call

RV SA TC JE ML MS PB

24. 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 August 30, 2011 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

RV SA TC JE ML MS PB

25. RESOLVED: that the Rochelle Park Board of Education accepts the Board Secretary's Financial Report for the month of September 2011

ATTACHMENT

Motion by_____, seconded by_____
Roll Call

RV SA TC JE ML MS PB

26. RESOLVED: that the Rochelle Park Board of Education accepts the School Treasurer's Financial Report for the month of September 2011.

ATTACHMENT

Motion by_____, seconded by_____
Roll Call

RV SA TC JE ML MS PB

27. 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 September 30, 2011 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

RV SA TC JE ML MS PB

POLICY #6470 – PAYMENT OF CLAIMS

28. RESOLVED: that the Rochelle Park Board of Education approves the November 2011 Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills – Fund 10	\$488,139.45
B. Regular Bills – Fund 20	\$ 5,819.00
C. Capital Proj. - Fund 30	\$ 0
D. Debt Service – Fund 40	\$ 0
E. Food Service – Fund 50	\$ 17,425.19
F. Enterprise - Fund 51	\$ 1,380.00
November Total	\$ 512,763.64

Total November Voids – Fund 11 \$ 0

TOTAL BILLS LIST **\$ 512,763.64**

RV SA TC JE ML MS PB

POLICY #6470 – PAYMENT OF CLAIMS

29. RESOLVED: that the Rochelle Park Board of Education approves the December 2011 Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills – Fund 10	\$ 539,731.02
B. Regular Bills – Fund 20	\$ 10,850.52
C. Capital Proj. - Fund 30	\$.00
D. Debt Service – Fund 40	\$.00
E. Food Service – Fund 50	\$ 14,134.53
F. Enterprise - Fund 51	\$ 330.96
December Total	\$ 565,047.03

Total December Voids – \$.00

TOTAL BILLS LIST **\$ 565,047.03**

Motion by _____ seconded by _____
Roll Call

RV SA TC JE ML MS PB

ATTACHMENT 1

30. RESOLVED: that the Rochelle Park Board of Education approves the October 2011 payroll in the amount of \$413,805.76.

Motion by _____ seconded by _____
Roll Call

RV SA TC JE ML MS PB

31. RESOLVED: that the Rochelle Park Board of Education approves the November 2011 payroll in the amount of \$412,350.43.

Motion by _____ seconded by _____
Roll Call

RV SA TC JE ML MS PB

POLICY #7510 – USE OF FACILITIES

32. 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	Date	Rental Fee
Class of 2012	Meeting/Classroom	Tuesday Dec. 6, 2011 -7PM – (rescheduled the 12/14 request which had been already approved)	None
Class of 2012	Meeting/Classroom	Wednesdays, 1/11/12, 2/15/12, 3/14/12 from 7:00 pm to 8:00 pm	None
Suburban Camp LLC	Basketball/Multipurpose Room	Saturdays, March 3, 10,17,24,31 from 9am to 11 am	

Motion by _____ seconded by _____
Roll Call

RV SA TC JE ML MS PB

Policy #8420 – EMERGENCY & CRISIS SITUATIONS

33. RESOLVED: that the Rochelle Park Board of Education approves the following Fire Drills and Security drills held for the first three months of the 2011/2012 school year for the Rochelle Park School District.

September 16, 2011	Fire Drill	2 minutes
September 30, 2011	Security Drill- Lockdown Drill	7 minutes
October 12, 2011	Fire Drill	2 minutes
October 17, 2011	Table Top Security Exercise for Staff	20 minutes
November 28, 2011	Fire Drill	2 minutes
November 30, 2011	Evacuation Drill	4 minutes

Motion by _____ seconded by _____

Roll Call

RV SA TC JE ML MS PB

VIII. Reports – Committee Action Items

2011-2012 School Year

Committees	Chairperson	Co – Chairperson
Finance	Mrs. Bilka	Mr. Verhasselt
Education	Mr. Esposito	Mrs.Lauerman
Transportation	Mrs. Cravello	Mr. Scully
Building & Grounds	Mr. Verhasselt	Mr. Esposito
Community & School Activities	Mr. Scully	Mr. Allos
Legislation	Mrs. Bilka	Mrs. Cravello
Policy	Mr. Allos	Mrs. Lauerman
Board/Staff Relations	Mrs. Lauerman	Mr. Allos
Ad-Hoc Committees		
Negotiating	Mrs. Bilka	Mr. Allos, Mrs. Cravello,
Liaisons		
Joint Boards Coordination	Mrs. Cravello	Mrs.Verhasselt, Alternate
Bergen County School Boards	Mrs. Lauerman	Mrs. Cravello, Alternate
New Jersey School Boards	Mrs. Lauerman	Mr. Scully, Alternate
Municipal Alliance Liaison	Mrs. Cravello	Mr. Allos, Alternate

IX. 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

RV SA TC JE ML MS PB

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

Roll Call

RV SA TC JE ML MS PB

X. Announcements

A Special Public Meeting will be held on Thursday, January 5, 2012 at 7:00P.M. in the Media Center. The Budget Planning Meeting will be held Tuesday, January 17, 2012 at 7:00 p.m. in the Media Center. The next Caucus Meeting will be held on Monday, January 9, 2012, at 7:30 P. M. in the Media Center, and the next Regular Meeting will be held on Tuesday, January 17, 2012 at 8:00 P. M. 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 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

RV SA TC JE ML MS PB

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

Roll Call

RV SA TC JE ML MS PB

Motion by _____, seconded by _____, to resume Regular Meeting Agenda at ____ p.m.

Roll Call

RV SA TC JE ML MS PB

XII. Adjournment

Motion by _____, seconded by _____, to adjourn meeting at ____ p.m.

Roll Call

RV SA TC JE ML MS PB