

**Rochelle Park Board of Education
Regular Meeting– 7:00 P.M.
February 15, 2018**

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

Board Members	Present	Absent
Mr. Matt Trawinski, Vice President		
Mr. Scott Kral		
Mrs. Dimitria Leakas		
Mrs. Geraldine Minichetti		
Mr. Gerard Sorrentino		
Ms. Layla Wuthrick		
Mrs. Teresa Judge Cravello, President		

Others present:

- Dr. Geoffrey Zoeller Jr., Superintendent of Schools
- Mr. Brian Cannici, Principal
- Mrs. Ellen Kobylarz, Board 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. Reports- Board Committee Reports

2018 School Year

Committees	Chairperson	Co-Chairperson
Personnel/Negotiations	Gerald Sorrentino	Matt Trawinski, Teresa Judge Cravello
Business, Finance, and Transportation	Teresa Judge Cravello	Scott Kral, Matt Trawinski
Curriculum, Instruction, Assessment, and Technology	Dimitria Leakas	Gerald Sorrentino, Layla Wuthrick
Special Education	Layla Wuthrick	Dimitria Leakas, Geraldine Minichetti
School & Community Relations	Geraldine Minichetti	Layla Wuthrick, Teresa Judge Cravello

Building/Grounds/Safety	Matt Trawinski	Scott Kral, Gerard Sorrentino
Policy/ Legislative	Scott Kral	Teresa Judge Cravello, Layla Wuthrick

Board Liaison Assignments:

Joint Boards- Dimitria Leakas
NJ/BC School Boards- Geraldine Minichetti
Municipality-Teresa Judge Cravello

V. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers’ list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals).The public is reminded that their remarks are being recorded.

The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, it cannot respond to or discuss personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the Building Principal, Superintendent of Schools, or the Board of Education, either by telephone, letter, or email.

Each speaker’s statement will be limited to five (5) minutes in duration. The Public Forum will be limited to thirty (30) minutes in duration.

Motion by _____, seconded by _____, to open public comment at ____ P.M.
Roll Call

MT SK DL GM GS LW TJC

Motion by _____, seconded by _____, to close public comment at ____ P.M.
Roll Call

MT SK DL GM GS LW TJC

VI. Items for Board Action - Resolutions

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

ROUTINE MATTERS R1-R11

POLICY #0168 – APPROVAL OF BOARD MINUTES

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

- A. January 5, 2018 Re-Organization & Exec.**
- B. January 5, 2018 Regular Meeting & Exec.**

POLICY #5200 - ATTENDANCE

R2. RESOLVED: that the Board of Education approves the attendance report for the month of January 2018 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	483		2-1 st . Graders
Hackensack H.S.	138		1-2 nd Grader
Academies /Tech	<u>17</u>		
Total	638		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	9650	Possible Days	1166
Days Present	9030.5	Days Present	1127
Days Absent	619.5	Days Absent	39
% Present	93.5	% Present	98.6
% Absent	6.5	% Absent	3.4

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 January of 2018 for the Rochelle Park School District.

Fire Drill – January 31, 2018
Security Drill- January 24, 2018

Policy #5512.01 – HARASSMENT- INTIMIDATION AND BULLYING

R4. RESOLVED: that the Rochelle Park Board of Education approves the following HIB, Incident and Suspension Report for January 2018 on behalf of the Rochelle Park School District.

January 2018

Reported Cases: 3
Number of Cases open: 0
Number of Cases closed: 3
Number of Incidents determined to be HIB: 3

POLICY #2340 – FIELD TRIPS

R5. RESOLVED: on the recommendation of the Superintendent, the Board of Education approve the following field trip request:

Mrs. Cahill, Mrs. Gutkowski, Mrs. Roman to accompany the second graders to “Henry and Mudge” in Montclair on May 17, 2018 at a cost the parents of \$21.00.

Mrs. Cherello, Mr. Calabro and Ms. Sherry to accompany the 5th graders to “Medieval times” in Lyndhurst on April 27, 2018 at a cost to the parents of \$45.00.

POLICY #0130 BYLAWS & POLICIES

R6. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves a second reading and adoption of the following Bylaws:

0164 Conduct of Board Meeting
#0167 Public Participation in Board Meetings

R7. Upon the recommendation of the Superintendent the Board of Education approves the sidebar agreement with the Rochelle Park Education Association dated February 15, 2018 (attached).

R8. Upon the recommendation of the Superintendent and following the discussion of the findings at the February 8, 2018 caucus meeting, the Board of Education acknowledges receipt of the Office of Fiscal Accountability and Compliance report and approves the corrective action plan to address those findings (attached).

POLICY #5120 NEEDS ASSESSMENT-PUPILS

R9. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following special education placements and related services for the 2017-2018 school year.

CASE # 00000088

CLASSIFICATION: Preschool Disabled

PLACEMENT: Washington South- Bergen County Special Services

EFFECTIVE: 12/11/17

TUITION: \$81,000.00

TRANSPORTATION: Region V

RELATED SERVICES: Aide \$4,800.00

ESY- Estimated tuition from last year \$7,500.00

POLICY#6160 GRANTS FROM PRIVATE SOURCES

R10. RESOLVED that on the recommendation of the Superintendent, the Board of Education accepts a State House Express award in the amount of \$350.00 from Rutgers Eagleton Institute to offset the cost of the 8th Grade Trenton Trip.

R11. RESOLVED that on the recommendation of the Superintendent, the Board of Education accepts a State House Express award in the amount of \$700.00 from Target Field Trip Grants to offset the cost of the 6th Grade Field Trip.

ROUTINE MATTERS RESOLUTIONS R1-R11

Motion by _____, second by _____,

Roll Call

MT SK DL GM GS LW TJC

PERSONNEL P1-P9

POLICY #3240 – PROFESSIONAL DEVELOPMENT

***P1. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:**

Suk Nam to attend “Anti-Bullying Specialists for Counselors Bundle” in Monroe on January 17, February 21, and May 16, 2018 at a cost of \$450.00 for all three workshops.

Bernadette Holzman, Krista Fuchs, Nancy Gomez, Sue Antista, Claudette Geoffroy to attend “Inter-Regional Workshop for Paraprofessionals” on January 15, 2018. There is no cost for the workshop;

Joseph DeGrazio to attend NJSBGA Expo on March 12-14, 2018 at a cost of \$200.00 for registration in Atlantic City.

Cara Serpineto, Allison Hilla, Kaitlyn Gallagher, Kristen Colucci and Stephanie Fernandez, Sue Carney to attend Google 1 Boot Camp on March 26-27, 2018 in Paramus at a cost of \$250.00 per registration.

Christine Raimondi and Maria Leccese to attend NJTESOL/NJBE Spring Conference in New Brunswick on May 31, 2018 at a cost of \$234 per registration paid with Title III funds.

Kristen Gonzalez to attend the North Jersey Genesis User Group Meeting on February 8, 2018 in Fair Lawn. There is no cost to the district for registration.

Laurel Barriento to attend BELS Meeting and Database Vendor Day in Paramus at no cost to the district.

Kaileigh Zander to attend “Apraxia of Speech K-LP methods” in Saddle Brook on March 16, 2018 at a cost of \$199.00 for registration.

Maria Leccese to attend “Help your Struggling Math Students: What works to increase Learning and Motivation in Math” on March 26, 2018 in West Orange at a cost of \$249.00 for registration.

Meaghan Mallon to attend “Buehler Challenger Center” on February 21, 2018 at no cost to the district for training.

Briana Gomez to attend “Who Stole the Chocolate” on March 9, 2018 in Montclair at a cost of \$150.00 for registration.

Liz Nam to attend “2018 Mandatory District Test Coordinator Training” on March 6, 2018 at no cost to the district for registration.

POLICY#4111- HIRING CERTIFIED PERSONNEL

P2. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following faculty crossovers as of February 1, 2018 in accordance with the 2017-2018 contract.

Daniela Barbieri BA+30 to MA Step 5
Kristen Colucci MA+15 to MA +30 Step15

P3. RESOLVED, upon the recommendation of the Superintendent, the Board appoint Angela Jacobus as the Coordinator of the 2018 Summer Enrichment program. Salary will be subject to Board approval once the final scope of the program is determined.

P4. RESOLVED, that the Board hereby ratifies and reaffirms their approval of the Superintendent’s mentoring activities in accordance with the provisions of his Employment Agreement and directs that if his activities require his absence for a full day or a substantial part of a work day that he must use personal or vacation days. However, on days when the Superintendent’s absence is during his lunch time, before his work day begins or after it ends, or he adjusts his work day schedule so that he is working a full day, he shall not be required to use personal or vacation days.

P5. RESOLVED: Upon the recommendation of the Superintendent, that the Rochelle Park Board of Education approves Mrs. Gutkowski for a family leave beginning March 2, 2018 to March 16, 2018.

P6. RESOLVED: Upon the recommendation of the Superintendent that the Board of Education extend the appointment of Josephine Hong to the position of Leave Replacement Teacher (no benefits) until March 31, 2018 on BA+30 Step 1 at a pro-rated salary of \$54,388.00.

P7. RESOLVED: Upon the recommendation of the Superintendent that the Board of Education: (1) adds Brianna Gomez and Jessica DiCori to the list of Home instructors, stipend per the 2017-2018 contract between the RPBOE and RPEA; and (2) appoints Francine Hamilton and Brianna Gomez to share a position of Home Instruction Tutor for an elementary student – 10 hours a week spread across 3 visits at an hourly rate of \$32.00 per the 2017-2018 contract for no longer than 60 days.

POLICY #4211 HIRING- NON-CERTIFIED PERSONNEL

P8. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approve Kerija Skutte to be added to the list of substitute teachers for the 2017-2018 school year at a rate of \$85.00 per day:

P9. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approve Bernadette Holzman, Krista Fuchs, Nancy Gomez and Sue Antista, for 5.5 hours (\$108.90 per person) for attendance at a workshop held on Martin Luther King day which under their contract is a non-work day and therefore they would normally not receive compensation for. Claudette Geoffroy for 2.5 hours (\$49.50) for her attendance at the same workshop as previously stated.

PERSONNEL RESOLUTIONS P1-P9

Motion by _____ seconded by _____

Roll Call

MT SK DL GM GS LW TJC

FINANCE F1-F14

FINANCE AND INSURANCE

Upon the recommendation of the Business Administrator to the Superintendent:

POLICY #6421 – PAYMENT OF GOODS AND SERVICES

F1. RESOLVED, that the Rochelle Park Board of Education approve the January 2018 Bill List as approved, attached and listed below:

	Amount
10 – General Fund	\$ 1,140,070.13
20 – Federal Grant	\$ 10,349.20
30 – Referendum Account	\$.00
60 – Cafeteria	\$ 23,128.05
61 – Afterschool Program	\$ 16,223.38
TOTAL ALL BILLS	\$ 1,189,770.76

ATTACHMENT

F2. RESOLVED, that the Rochelle Park Board of Education approve the February 2018 Bill List as approved, attached and listed below:

	Amount
10 – General Fund	\$ 476,299.99
20 – Federal Grant	\$ 5,562.18
30 – Referendum Account	\$ 20,120.30
60 – Cafeteria	\$ 11,749.12
61 – Afterschool Program	\$ 1,451.72
TOTAL ALL BILLS	\$ 515,183.31

ATTACHMENT

POLICY #6510 – PAYROLL AUTHORIZATION

F3. RESOLVED: that the Rochelle Park Board of Education approves the December 2017 payroll

Payroll
Month December

Fund	Gross Payroll	Employer Share of Social Security	Employer DCRP Contribution	Total Payroll Expense
Fund 10	502,548.63	7,955.54	614.54	511,118.71
Fund 20	-	-		-
Fund 61	17,370.15	1,328.82		18,698.97
				-
Total	\$519,918.78	\$9,284.36	\$614.54	529,817.68

Monthly Budgetary Line Item Status Certifications

F4. 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 December 30, 2017 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).

Treasurer’s Report

F5. Resolved, that the Rochelle Park Board of Education accept the School Treasurer’s Financial Report for the month of December 2017.

ATTACHMENT

F6. RESOLVED: that the Rochelle Park Board of Education authorize a check run for the month of February 2018 with the amounts to be approved at the March meeting.

F7. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary’s Report for the month of December 2017.

ATTACHMENT

F8. RESOLVED, that the Rochelle Park Board of Education approve January Aid in Lieu payments of \$28,126.65

F9. Approval to designate Increase in State Aid – “that the board approve the designation of \$15,776 of revised state aid as legally restricted “Assigned Fund Balance – designated for Subsequent Year’s Expenditures” for use in 2018-2019.

F10. Approval of Waiver - "that the Board approve the following resolution, to waive the district’s participation in the Special Education Medicaid Initiative (SEMI) Program, as follows;

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for 2018-2019, and

WHEREAS, the Rochelle Park Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

NOW, THEREFORE BE IT RESOLVED, that the Rochelle Park Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Bergen an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2018-2019 school year.”

POLICY #6350 – CONTRACTS

F11. RESOLVED: that the Rochelle Park Board of Education approves the contract with Professional Education Services Inc. to provide services to a student on home instruction from December 28, 2017 for a period of four to six weeks for a maximum of (30) thirty days, at \$32.00 per hour, two hours per day.

F12. Motion: that upon the recommendation of the Superintendent, approval be given to the following resolution:

WHEREAS, Vanore electric was awarded the bid for the Electrical Service Upgrade Project at the Midland School; and

WHEREAS, Vanore electric has submitted the following change order proposal which has been approved by the architect: Change Order Proposal #001 in the amount of \$8,363.80.

The Total Contract value will not change by this Change Order.

WHEREAS, Environetics Architects has verified these changes;

NOW THEREFORE BE IT RESOLVED that the Board approves this change order and the contract amount is revised to reflect this change.

Transfers

F13. RESOLVED, that the Rochelle Park Board of Education approves the line item transfers for October 2017.

Attached

F14. 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
Midland School PTO	Multi-Purpose Room Cultural Arts Program	April 27, 2018	NONE
M/RP Girls Softball *pending insurance. Midland Lions games/practices have priority	Field- Weeknights 6PM Sat/Sun 9AM-1PM.	3/17/18-7/31/18	NONE

All dates/times are subject to cancellation in the event of inclement weather by the Superintendent of Schools.

FINANCE RESOLUTIONS F1-F13

Motion by _____, second by _____,
Roll Call

MT SK DL GM GS LW TJC

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Roll Call

MT SK DL GM GS LW TJC

Motion by _____, seconded by _____, to close public comment at ____ P.M.
Roll Call

MT SK DL GM GS LW TJC

VIII. Announcements

The Board will meet on February 22, 2018 for a Special Executive Session with the R.P.E.A. The next caucus meeting will be held on March 8, 2018 at 7:00 P.M. in the Media Center

IX. 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

MT SK DL GM GS LW TJC

Motion by _____, seconded by _____, to close Executive Session at _____ P.M.
Roll Call

MT SK DL GM GS LW TJC

Motion by _____, seconded by _____, to resume Regular Meeting Agenda at _____ P.M.
Roll Call

MT SK DL GM GS LW TJC

X. Adjournment

Motion by _____, seconded by _____, to adjourn meeting at _____ P.M.
Roll Call

MT SK DL GM GS LW TJC