

**Rochelle Park Board of Education  
Board Retreat Meeting-7:00 P.M.  
September 18, 2018**

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

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Mr. Matthew Trawinski, Vice President	<b>X</b>	
Mr. Scott Kral	<b>X</b>	
Mrs. Dimitria Leakas		<b>X (7:07)</b>
Mrs. Geraldine Minichetti	<b>X</b>	
Mr. Gerard Sorrentino	<b>X</b>	
Ms. Layla Wuthrick	<b>X</b>	
Mrs. Teresa Judge Cravello, President	<b>X</b>	

Others present:

- Mrs. Ellen Kobylarz, Board Secretary
- Mr. Matthew Lee, NJSB Representative

**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. Board Retreat- New Jersey School Board Association- Mr. Matthew Lee**

**1. Board Member Ethics & Governance Training**

Mr. Lee handed out two folders, Ethics workshop and Foundations of Board Governance.

The School Ethics Act established the School Ethics Commission, Code of Ethics, Conflicts of Interest, Disclosure Statements regarding both employment and financial interest’s, as well as training requirements for Board Members.

The School Ethics Commission consists of nine members, appointed by the governor for 3-year terms, 2 school board members, 2 school administrators and 5 non -school officials. No more than 5 from any one political party.

The governing body has jurisdiction under two areas. Advisory Opinion, where a school official may request an advisory opinion to determine if any proposed activity or conduct by a school official constitutes a violation of the Act and Ethics

Complaints which are acts upon complaints filed by anyone alleging a violation of the School ethics Act or Code of Ethics took place.

Each Board members read a portion of the Code of Ethics and answered questions regarding scenarios based on actual cases. Conflicts of Interest were also discussed. Foundations of Governance, outlined the four functions of a Board of Education, which are to provide guidance through policy development. Provide for a program of quality instruction by adopting curriculum standards as academic goals for students to drive achievement. To provide for the effective management of the district by employing and evaluation the chief school officer. Lastly to provide for two-way

communication between the community and the board. The board then took real cases and answered the question “Is this the Board Role”.

There was an overview of the eight characteristics of effective school boards, the roles and responsibilities of the board and superintendent.

**2. Superintendent Search Proposal**

Mr. Lee presented the board with an overview of the different NJSBA Superintendent Search Programs offered by NJSBA and what services are included with each program. The programs range from \$4, 000. to \$15,000.00 in cost.

*Mr. Lee left the meeting after his presentation was complete. (9:46)*

**3. Discussion on Board Self Evaluation-** Each year the Board is required to do a self-evaluation. The board reviewed the final document.

*Mr. Trawinski exited the meeting at (10:00 P.M. )*

**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 three (3) minutes in duration. The Public Forum will be limited to thirty (30) minutes in duration.

Motion by Mr. Sorrentino, seconded by Mrs. Minichetti, to open public comment at 10:06 pm.

Roll Call 6-0

Motion Carried

No public was present.

Motion by Mr. Sorrentino, seconded by Mr. Kral, to close public comment at 10:07 pm.

Roll Call 6-0

Motion Carried

**VI. Announcements**

**The next Caucus Meeting will be held on Thursday, October 11, 2018 at 7:00 PM in the Media Center, with the regular meeting Thursday, October 18, 2018**

**VII. 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:**

NJSBA Contract

**NOW HEREOF 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 Mrs. Minichetti, seconded by Ms. Wuthrick, to open Executive Session at 10:08 pm.  
Roll Call 6-0  
Motion Carried

Motion by Mr. Kral, seconded by Ms. Wuthrick, to close Executive Session at 10:28 pm.  
Roll Call 6-0  
Motion Carried

Motion by Mr. Sorrentino, seconded by Mr. Kral, to resume Special Meeting Agenda at 10:28 pm.  
Roll Call 6-0  
Motion Carried

## **VIII. Adjournment**

Motion by Mr. Kral, seconded by Ms. Wuthrick, to adjourn meeting at 10:28 pm.  
Roll Call 6-0  
Motion Carried