

**Rochelle Park Board of Education
Regular Meeting Minutes– 7:30 P.M.
March 10, 2014**

- I. Call to Order and Flag Salute: President Esposito called upon a student (Lauren) from the audience to lead the flag salute.**
- II. Roll Call**

Board Members	Present	Absent
Mr. Mark Scully, Vice President	X	
Mr. Sam Allos	X	
Mrs. Arlene Buyck		X (arrived 7:49)
Mrs. Teresa Cravello	X	
Mrs. Maria Lauerman	X	
Mrs. Dimitria Leakas	X	
Mr. Jay Esposito, President	X	

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: Dr. McDonald reported the following:

- Welcomed Mr. Grossman and his students, then asked the Board Members to state what Board committee’s they are on and what is the purpose of that position.
Mrs. Lauerman started by stating she is on the Educational Committee, that committee may review such items as new textbooks. Board/Staff Relations will meet with the staff to discuss issues. Finance Committee, they oversee the money.
President Esposito followed by stating he is the Finance Chairperson, he signs checks bills etc., Building and Grounds Committee involved in what happens with the actual building and school grounds.
Vice President Scully is the Chairperson for the Transportation Committee; along with Mrs. Buyck they oversee the busing to Hackensack High School in doing so he works closely with Mrs. Werner. He is also on the Building and Grounds Committee and Community and School Relations, which is a committee that works closely with other community groups such as Recreation.
Mrs. Cravello is the Chairperson for the Legislation Committee, keeps the board updated on new rules and regulations that come from the State of New

Jersey, Joint Boards Committee, reports on activities at the High School. NJ School Boards, resource for training and Superintendent searches.

Mr. Allos- Chair's two committee's Negotiations that entails negotiating a new contract every 3 years between the Board of Ed. and the RPEA also Municipal Liaison- where he acts as a contact between the Township and Board. Also on the Policy Committee, that committee sets school policy.

Mrs. Leakas- is a co-chairperson on several committees and what she does in that capacity is to take over when the chairperson cannot fulfill that obligation. Dr. McDonald continued stating that he is an interim Superintendent for 2 years. Each month the board has two meetings the caucus is the planning meeting and the regular meeting is where the board approves the items discussed during the planning meeting.

- Kindergarten orientation meeting will be held this Wednesday evening, March 12th as well as a referendum committee meeting, also set for that same night.
- Dr. McDonald announced that on March 19th the school will have a State of the School presentation for the public. He joking stated if the students in the audience come that night they get extra credit.

V. Business Administrator's Report Mrs. Werner reported the following:

- Tonight the board has reviewed and will approve the need for a Bond sale on Wednesday which is in conjunction with the referendum projects.
- Tomorrow she should know the Bond rating that the district will receive.
- Tonight she asked the Board Members to table resolution F3 till the next meeting

At this time Mrs. Buyck arrived and stated she was on the Policy and Transportation committees.

President Esposito- asked Mrs. Werner to explain the Bid Process. Mrs. Werner complied, discussion followed.

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 Mrs. Cravello, seconded by Mr. Allos, to open public comment at 7:45 p.m.

Roll Call 6-0

None

Motion by Mrs. Leakas, seconded by Mrs. Lauerman, to close public comment at 7:47p.m.

Roll Call 6-0

VII. Items for Board Action - Resolutions

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

ROUTINE MATTERS RESOLUTIONS 1-10

POLICY #0168 – APPROVAL OF BOARD MINUTES

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

February 3, 2014 Caucus Meeting & Executive Session

February 10, 2014 Regular Meeting

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

POLICY #5200 - ATTENDANCE

R2. RESOLVED: that the Board of Education approves the attendance report for the month of February 2014 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	458	1-Kndg	1-Kndg
Hackensack H.S.	155.5		1-5 th Grade
Academies/ Technical Schools	<u>17</u>		1-4 th Grade
Total	630.5		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	6867	Possible Days	816
Days Present	6567.5	Days Present	797.5
Days Absent	299.5	Days Absent	18.5
% Present	95.6%	% Present	97.7%
% Absent	4.4%	% Absent	2.3%

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

POLICY #2431 – ATHLETIC COMPETITION

R3. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the 2014 Baseball and Softball Schedules as presented.

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

POLICY #8210 - SCHOOL YEAR

R4. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the School Calendar for the 2014-2015 school year as submitted.

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

R5. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the revisions to the 2013-2014 School Calendar as submitted.

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

Policy #8420 – EMERGENCY & CRISIS SITUATIONS

R6. RESOLVED: that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of February 2014 for the Rochelle Park School District.

**Fire Drill – February 28, 2014
Security Drill- February 27, 2014**

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

Policy #5512.01 – HARASSMENT- INTIMIDATION AND BULLYING

R7. RESOLVED: that the Rochelle Park Board of Education approves the following HIB Report for February 2014 on behalf of the Rochelle Park School District.

February 2014

Reported Cases: 0
Number cases open: 0
Number cases closed: 0
Number cases determined to be HIB: 0

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

POLICY #2340 – FIELD TRIPS

R8. RESOLVED: on the recommendation of the Superintendent, the Board of Education approve the following field trip request:

Ms. Loverich, Ms. Schwarz and Mr. Cannici to accompany the 5th grade students to Medieval Times on May 23, 2014 at a cost of \$53.00 per student to be borne by parents.

Mrs. O'Brien, Mrs. Weiner, Dr. Sacco and Mrs. Fletcher to accompany the Tag students to the Teen Arts Festival on May 30, 2014. This trip was previously approved the venue changed the date.

Mrs. Gutkowski, Mrs. Cahill and Mrs. Kim to accompany the 2nd grade students to Englewood PAC on May 29, 2014 to see "The Teacher from the Black Lagoon" at a cost of \$18.00 per student to be borne by the parents.

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

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 remainder of the 2013-2014 school year with an estimated prorated cost of \$31,000.00.

**CASE# 14-03
CLASSIFICATION: HI
PLACEMENT: SHIP Hackensack**

TRANSPORTATION: Regular means
TUITION: \$68,400 (Prorated daily \$380.00 per day)

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

R10. RESOLVED: on the recommendation of the Superintendent, that the Rochelle Park Board of Education adopts an additional goal, Co-Teaching to the 2013-2014 school goals.

Motion by Mrs. Leakas, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

PERSONNEL- RESOLUTIONS 1-6
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:

Jennifer O'Brien to attend "2014 NJAHPERD Annual Convention" in Long Branch NJ, on February 24/25, 2014 at a cost to the district of \$120.00

Melanie Siliato to attend "Bullying Harassment and Students with Disabilities" in Monroe NJ on March 24, 2014 at a cost of \$150.00 to the district for registration.

Christina Esposito, Nancy Oliver and Theresa Genovese at attend 'Dyslexia, Train the Trainer' on March 26, 2014 at no cost to the district for registration

Fran Hamilton and Cathy Stephens to attend "Annual Conference- Reading/Writing" in E. Brunswick on March 28, 2014 at a cost of \$150.00 per person.

Motion by Mr. Allos, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

P2. RESOLVED: on the recommendation of the Superintendent that the Board of Education approves the following persons named to the District Evaluation Advisory Committee.

Dr. Dennis McDonald
Mrs. Cara Hurd
Mr. Brian Cannici
Mrs. Lisa Fletcher
Mrs. Maria Leccese

Motion by Mr. Allos, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

POLICY #4431.1 – FAMILY LEAVE

***P3. RESOLVED:** that the Board of Education does hereby approve the request of Mrs. Angela Jacobus to go on maternity leave effective May 12, 2014 until the end of the 2013/2014 school year. Mrs. Jacobus will initiate the Family Leave Act starting in September 2014 for a period of 12 weeks and remain out for the rest of the 2014/2015 school year on an unpaid leave, with an anticipated return for the 2015/2016 school year.

Motion by Mr. Allos, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

POLICY #4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

***P4. 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:

Lori Lala

Motion by Mr. Allos, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

P5. RESOLVED that the Rochelle Park Board of Education approves the salary of Peter Bellini, Treasurer of School Moneys to be \$5,500 for the period January 6, 2014 through the January 5, 2015 reorganization meeting.

Motion by Mr. Allos, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

P6. RESOLVED: that the Board of Education accept with regret, Angie Cella resignation and retirement letter dated March 10, 2014 from the Rochelle Park School district effective July 1, 2014. We wish her much luck and happiness in her retirement.

Mrs. Leakas thanked Mrs. Cella for her years of service.

Motion by Mr. Allos, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

FINANCE AND INSURANCE- RESOULTIONS- F1-F6

Upon the recommendation of the Business Administrator to the Superintendent:

POLICY #6460 – PAYMENT OF GOODS AND SERVICES

F1. RESOLVED, that the Rochelle Park Board of Education approves the March 2014 Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills - Fund 11	\$477,861.12
B. Regular Bills - Fund 20	\$ 15,865.20
C. Capital Projects - Fund 30	\$ 30,000.00
D. Debt Service – Fund 40	
E. Food Service – Fund 50	\$14,434.62
F. Enterprise - Fund 51	<u>\$12,316.79</u>

TOTAL PAYMENTS FOR MARCH **\$550,477.73**

TOTAL DISBURSEMENTS **\$550,477.73**

ATTACHMENT

Motion by Mrs. Cravello, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

POLICY #6460 – PAYMENT OF GOODS AND SERVICES

F2. RESOLVED, that the Rochelle Park Board of Education approves the additions to the February 2014 Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills - Fund 10	\$4,440.87
C. Regular Bills - Fund 20	
C. Capital Projects - Fund 30	
D. Debt Service – Fund 40	\$14,465.63
E. Food Service – Fund 50	
F. Enterprise - Fund 51	

TOTAL PAYMENTS FOR February **\$18,906.50**

TOTAL DISBURSEMENTS **\$18,906.50**

ATTACHMENT

Motion by Mrs. Cravello, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

Transfers

F3. RESOLVED, that the Rochelle Park Board of Education approves the line item transfers for February 2014.

<i>Date</i>	<i>Source Account</i>	<i>Target Account</i>	<i>Comments</i>	<i>Amount</i>
2/1/14- 2/30/14			See Attachment	\$
			TOTAL TRANSFERS	\$

Motion Tabled

POLICY #6820 – FINANCIAL REPORTS

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 January 30, 2014 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 Mrs. Cravello, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

POLICY#6660- STUDENT ACTIVITY FUND

F5. RESOLVED: that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the months of February 2014.

ATTACHMENT

Motion by Mrs. Cravello, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

F6. 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
Township of Rochelle Park	Basketball- Gym 6pm-7:30 pm (3 rd Graders)	Monday/Friday March 17-June 13,2014	None
RP. Girl Scouts- 95939	Classroom	4/10/14,5/1/14,5/15/14	None
RP, Girl Scouts- 4045	Classroom	4/3/14,4/24/14,5/8/14,5/22/14,6/5/14	None

Motion by Mrs. Cravello, seconded by Mr. Allos
Roll Call 7-0
Motion Carried

IX. Reports – Committee Action Items

Finance- Mr. Esposito- going forward with the budget and referendum

Education- Mrs. Lauerma – Professional development day was held for faculty, Melanie O’Dea facilitated. Interim reports due to go out on Friday.

Transportation- Mr. Scully- stated there is a need for stronger oversight, late pick up, over crowing. Mr. Scully would like to know what the High School’s responsibility is with regard to students coming home. Mrs. Werner stated that last week two alerts went out to parents regarding busing, she has also asked for a meeting but last week they had testing. Mr. Scully stated he has gone to the High School and he has seen no supervision by adults.

Building & Grounds- Mr. Esposito- will be meeting with Mr. Koch, going forward with upgrades to building

Community & School Activities- Mr. Scully- work on Carlock field will start when the weather clears. More groups may be looking to use the school fields. They hope to have Carlock done by the time summer camp needs to open. On a personal note at the Valentine's Day Dance Morgan (a student) found \$20.00 on the floor and turned it in. Mr. Scully thanked Morgan; it was his son who lost the \$20.00.

Mrs. Cravello asked, what are they doing at Carlock? Mr. Scully replied replacing the turf. Turf now ends in a certain spot on the softball field it will now completely cover the entire area even the softball field. The old lines were not done right, they will now be redone. Mrs. Cravello asked about new drainage. Mr. Scully stated the field needs to be maintained.

Legislation- Mrs. Cravello- NJ has a new commissioner, David Hespe. She stated he is very hands on, K-12 experience, bold reform agenda to compete in a world economy. A1429 has been sent to the Governor for approval, which would require school districts to adopt policies concerning electronic communications between employees and students.

Policy- Mrs. Buyck- nothing to report

Board/Staff Relations- Mrs. Lauerma- nothing to report

Negotiating- Mr. Allos- nothing to report

Joint Boards- Mrs. Cravello – the High School is putting on a production “A funny thing happened on the way to the forum”. March 22nd, dinner and show- contact Hackensack for tickets. April 8th Fashion Show. March 24th Hackensack's next Board Meeting.

Bergen County School Boards- Mrs. Buyck- nothing to report

New Jersey School Boards - Mrs. Cravello- leadership conference for President and Vice President March 29th 9-4, Crown Plaza.

Municipal Alliance Liaison - Mrs. Leakas- Township recently recognized the 9-11 committee at their meeting. It was a huge undertaking raised \$36,000.00 in donations. Thanked the DPW and Fire Dept. for their help with the snow this winter and the Police Dept. for their eyes on the school.

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 Mrs. Leakas, seconded by Mrs. Buyck, to open public comment at 8:32 p.m.

Roll Call 7-0

Motion Carried

Mr. Cox W. Passaic St. - Asked why the Parent/Teacher conferences in November were only 5 minutes long, felt it was not enough time, would like to see more time allotted in the April conferences.

Dr. McDonald spoke to Mr. Cox and Mrs. Hurd, stated he would look into more time for next year.

President Esposito- stated that everyone has to have their time, he follows a conference up with an e-mail the next day.

Mr. Cox continued questioning the turnaround time for math tests- one or two tests have not been returned in a timely manner.

President Esposito- suggested emailing the teacher.

Mr. Cox stated he emailed Mrs. Hurd and has not received a response.

Dr. McDonald will talk to Mrs. Hurd tomorrow.

Mr. Borchard- thanked Ellen Kobylarz for speeding thru the basketball request for facility use.
Mrs. Kobylarz responded in kind.
Mr. Scully asked the students if they have a better understanding of how the Board works.
Mrs. Cravello stated that all the Board members are volunteers.
Mr. Scully thanked Mr. Grossman.
Mr. Grossman stated “You have to take part in government. It’s how you can shape your community and beyond.”

Motion by Mr. Allos, seconded by Mrs. Lauerman, to close public comment at 8:40 p.m.
Roll Call 7-0
Motion Carried

X. Announcements

The next Caucus Meeting will be held on Monday, April 7, 2014, at 7:30 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:

Personnel, Legal

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 Mrs. Lauerman, seconded by Mrs. Cravello, to open Executive Session at 8:41p.m.
Roll Call 7-0
Motion Carried

Motion by Mrs. Lauerman, seconded by Mrs. Cravello, to close Executive Session at 9:45p.m.
Roll Call 7-0
Motion Carried

Motion by Mr. Scully, seconded by Mrs. Cravello, to recess the Regular Meeting until March 19, 2014 at 7:30 p.m.
Roll Call 7-0
Motion Carried