

**Rochelle Park Board of Education
Regular Meeting Minutes– 8:00 P.M.
August 13, 2012**

- I. Call to Order and Flag Salute**
- II. Roll Call 4-0**

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

Others Present:

- Bert Ammerman., Interim Superintendent
- Dr. Vincent Occhino Business 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** Mr. Ammerman reported the following:
 - Last month the Board had approved two back to school nights for K-5 and middle school for this upcoming school year. That was rejected by the teacher’s; therefore we are going back to the original one night on September 27th.
- V. Acting Business Administrator’s Report –** Dr. Occhino reported the following:
 - Item F-3 on the agenda- June 30th reports- this is very critical twice a year, June and December these reports must be sent to the county office by a strict deadline.

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 7:56 p.m.
Roll Call 4-0

Mrs. Pascarella- 32 Thiem Ave RP- should be on the agenda as Sub. Secretary and not Playground.

Mrs. Leakas 41 Powell Ave RP – Asked when the meetings are going back to twice a month.

Mr. Ammerman- stated it would be this way at least through December.

Motion by Mr. Scully, seconded by Mrs. Cravello, to close public comment at 7:58 p.m.

Roll Call 4-0

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. June 25, 2012 Special Public Meeting & Executive session (Board Retreat)**
- B. July 16, 2012 Caucus Meeting, Regular Meeting & Executive sessions**

Motion by Mr. Scully seconded by Mr. Allos

Roll Call 4-0

Personnel P1-P13

POLICY # 4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

P1. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves an increase in the Café/ Playground Assistants salary from \$11.12 per hour to \$11.62 per hour. Café/Playground Asst in Charge from \$14.76 per hour to \$15.26.

Motion by Mr. Allos seconded by Mrs. Cravello

Roll Call 4-0

***P2. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following personnel appointments and rates for the 2012-2013 school year:**

Café/Playground Asst. In Charge – Colleen Gerber \$15.26 per hour

Café/Playground Assistant

Suzanne DiTomasso

\$11.62 per hour

(Pending Criminal History Check)

Motion by Mr. Allos seconded by Mrs. Cravello

Roll Call 4-0

P3. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following list of substitutes for the positions named for the 2012-2013 school year at a rate of \$10.05 per hour.

Marcelle Allos	Classroom/Playground/Secy.
Vilma Barrios	Classroom/Playground
Anita Bilali	Classroom/Playground
Antoinette Borrelli	Classroom
Alice Diraimondo	Playground
Thelma DePreker	Secretary
Patricia Daubner	Classroom/Playground
Christine Fischbach	Classroom/Playground
Colleen Gerber	Classroom
Lorraine Jakubik	Classroom
Phyllis Mocera	Classroom
Myrna Poidomani	Classroom/
Bertha Sneyer	Classroom./Playground/Secy.
Francine Pascarella	Classroom/Secy.
Jennifer Pinto	Classroom. /Playground
Debra Pinto	Classroom
Samantha Rhode	Cafeteria Playground/Secy. (Pending Criminal History Review)

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 3-0- 1Mr. Allos abstained on (Marcelle Allos)

P4. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approve the following list of substitute teachers for the 2012-2013 school year at a rate of \$85.00 per day:

Alice Boyadzhyan	Sarafina Mammone
Maria Cassera	Stephanie Mastellone
Josephine Cronin	Samantha Parker
Jean Grater	Elyce Shean
Dave Garvey	Angela Scarpa
Stephen Hubner	Mary Ellen Senese
Lauren Hemmerling	Bertha Sneyer
Tara LaPira	Raymond Soff Jr
Demitria Leakas	Keely Coffey (Pend. Criminal History)
Kimberlee J Maier	Kristen Gumeny (Pend. Criminal History)
Mary Monnachio	Mary Shipman (Pend. Criminal History)
Rebecca Nasta (Pend. Criminal History)	Nancy Zaffi (Pend. Criminal History)

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 3-0-1 Mrs. Cravello abstained on (Mary Ellen Senese)

P5. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following list of substitute school nurses for the 2012-2013 school year at a rate of \$120.00 per day:

**Barbara Biringer
Mary Monnachio**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 4-0

***P6 RESOLVED:** upon the recommendation of the Superintendent, that the Rochelle Park Board of Education approves the following compensation for reasons stated.

Debbie Stevens- \$500.00 NCLB Title Grant completion

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 4-0

POLICY # 4415 SUBSTITUTE WAGES

P7. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approve the following substitute teacher pay schedule for the 2012-2013 school year:

**\$85.00 per day
\$92.50 per day after 20 consecutive days of substituting in the same assignment**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 4-0

P8. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following substitute school nurse pay schedule for the 2012-2013 school year:

\$120.00 per day

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 4-0

POLICY #3240 PROFESSIONAL DEVELOPMENT

P9. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the participation of the person named at the following workshop/conference:

The following workshops are through the Northern Valley School Consortium:

Cara Serpineto	Smart Boards 1	10/10/12
Elaine Rainone	Supporting Students with Special Needs	10/11/12
Emily Kotwica	Smart Boards in Special Ed	10/16/12
Denise McCormick	Smart Boards in Special Ed	10/16/12

Kristen Colucci	Smart Boards in Math 4-8	10/25/12
Bonnie Loverich	Smart Boards in Math 4-8	10/25/12
Nancy Sobeck	Implementing Balanced Literacy	10/26/12
Christine Raimondi	Search and Swap for Web and App-Based	11/16/12
Bonnie Loverich	Implementing Common Core State Standards	11/20/12
Jennifer O'Brien	Integrating the Curriculum into Physical Ed.	11/28/12
Laura Giglio	Integrating Tech. into the World Language	12/13/12
Santo Calabro	5-7 Math: The Common Core	12/14/12-1/16/13
Susan Carney	Collaborating with Google Docs	1/3/2013
Barbara Purcell	Infuse, Innovate, and Integrate 20 Creative Ideas	1/15/2013
Nancy Oliver	Assessment: Moran than Just "A" Grade K-5	1/28/13-2/8/13
Lauren Metcalfe	Introducing I Pads into the Elementary Classroom	2/26/13
Joanna Hani	Differentiating Inst. For Effective and Efficient	2/28/13
Donna Johnson	Differentiating Inst. For Effective and Efficient	2/28/13
Lauren Schwarz	Differentiating Inst. For Effective and Efficient	2/28/13
Andrea Cahill	Content Area Reading K-2	3/18/13
Francine Hamilton	Content Area Reading 3-5	3/25/13
Joan Gutkowski	Multisensory Strategies for Teaching Reading	4/25/13

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 4-0

POLICY #3141- RESIGNATIONS

***P10. RESOLVED:** that the Board of Education accept Masina Puleo's letter of resignation as the Speech Teacher for the Rochelle Park School District effective October 30, 2012. We wish her much success in the future.

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 4-0

POLICY #7430 - SCHOOL SAFETY

P11. RESOLVED: that the Board of Education approves the update to Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the Rochelle Park School District as presented.

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 4-0

POLICY #0130 BYLAWS & POLICIES

P12. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the first reading of the following bylaws, policies and regulations:

Bylaws

- 0142 Board Member Qualifications
- 0153 Annual Appointment
- 0167 Public Participation in Board Meetings
- 0168 Recording Board Meetings

Policies & Regulations

- 1631 Residency Requirements for Persons Holding School District Office, Employment or Position
- 2341.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries
- 2431 Athletic Competition
- 2361 Acceptable Use of Computer Networks/Computers and Resources (R)
- 2622 Pupil Assessment
- 2431.4 Prevention and Treatment of Sports Related Concussions and Head Injuries (R)
- 3324 Right of Privacy
- 3125.2 Employment of Substitute Teachers
- 3282 Use of Social Networking Sites
- 4324 Right of Privacy
- 4282 Use of Social Networking Sites
- 5519 Dating Violence at School
- 5600 Pupil Discipline/Code of Conduct (R)
- 6470 Payment of Claims (R)
- 6424 Emergency Contracts
- 6472 Tuition Assistance
- 7510 Use of School Facilities (R)
- 8505 School Nutrition
- 9180 School Volunteers
- 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants
- 9270 Home Schooling and Equivalent Education Outside the Schools (R)

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 4-0

POLICY # 8310 PUBLIC RECORDS

CUSTODIAN OF GOVERNMENT RECORDS

P13. RESOLVED: on the recommendation of the Superintendent, that the Board of Education appoints the following individuals as “Custodian of Records” pursuant to N.J.S.A. 47:1A-1 for the Rochelle Park School District as indicated below:

APPOINTMENT	CUSTODIAN
Custodian of Government Records	Dr. Vincent Occhino, Interim Business Administrator/Board Secretary Assistant: Nathalie Trippeda, Secretary to the Business Administrator
Custodian of Personnel Records	Bert Ammerman, Interim Superintendent Assistant: Ellen Kobylarz, Secretary to the Superintendent
Custodian of Student Records	Cara Hurd, Principal Assistant: Pat Zavinsky, Secretary to the Principal

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 4-0

FINANCE AND INSURANCE

Financial F1-F8

Upon the recommendation of the Business Administrator to the Superintendent:

POLICY #6410 PURCHASES BUDGETED

F1. RESOLVED: that the Rochelle Park Board of Education approves the August 2012 Bills List as approved by the Finance Committee, attached and listed below:

Attachment 1

A. Regular Bills – Fund 10	\$	900.00
B. Regular Bills – Fund 11	\$	116,996.56
C. Regular Bills - Fund 20	\$	4,725.00
D. Capital Projects - Fund 30		.00
E. Debt Service - Fund 40	\$.00
F. Food Service - Fund 50	\$	75.00
G. Enterprise – Fund 51	\$	963.03

Total August Disbursements \$123,659.59 (total corrected)

Motion by Mrs. Cravello seconded by Mr. Scully
Roll Call 4-0

POLICY #6820 – FINANCIAL REPORTS

Monthly Budgetary Line Item Status Certifications

F2. 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 June 30, 2012 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. Scully
Roll Call 4-0

Board Secretary and Treasurer’s Reports

F3. RESOLVED: that the Rochelle Park Board of Education accept the Board Secretary and Treasurer of School Monies Financial Reports for the month of June 2012.

ATTACHMENT 3 & 4

Motion by Mrs. Cravello seconded by Mr. Scully
Roll Call 4-0

POLICY #6510 – PAYROLL AUTHORIZATION

F4. RESOLVED: that the Rochelle Park Board of Education approves the August 2012 Payroll in the amount of \$167,406.75

Motion by Mrs. Cravello seconded by Mr. Scully
Roll Call 4-0

POLICY # 0147 BOARD MEMBER TRAVEL EXPENSE

F5. RESOLVED: that the Board of Education hereby approves the attendance of the listed number of School Board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and be it further

RESOLVED: that the Rochelle Park Board of Education authorizes in advance, as required by statute, attendance at the following NJSBA training programs and informational events.

NJSBA FALL WORKSHOP OCTOBER 23 to 25, 2012

Mr. Sam Allos
Mrs. Patricia Bilka
Mrs. Teresa Cravello
Mr. Jay Esposito
Mrs. Maria Lauerma
Mr. Mark Scully
Mr. Robert Verhasselt
Mr. Bert Ammerman
Dr. Vincent Occhino

Motion by Mrs. Cravello seconded by Mr. Scully
Roll Call 4-0

F6. RESOLVED: that the Rochelle Park Board of Education approves mileage reimbursement of \$.31 per mile in accordance with N.J.A.C. 6A:23A-3.1 and N.J.S.A 18A:11-12.

Motion by Mrs. Cravello seconded by Mr. Scully
Roll Call 4-0

POLICY #6350 – CONTRACTS

F7. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the Annual Contract between Bergen County Special Services School District and the Rochelle Park School District for the provision of Hospital Instruction for the 2012-2013 school year at the rate of \$60.00 per hour (not to exceed a maximum of ten hours in any given week), when services are required.

Motion by Mrs. Cravello seconded by Mr. Scully
Roll Call 4-0

POLICY # 7510 USE OF FACILITIES

F8. 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
Rochelle Park Fire Department	Entire building/ Mutual Aid Drill	Monday August 27, 2012 7PM	None
Township of Rochelle Park Recreation	6 th , 7 th , & 8 th Grade Back to School Dance/Multi Purpose Room	Friday, September 14, 2012 – 6:30 p.m. to 10:00 p.m.	None
RP Girl Scouts Troop 4045	Classroom	Thursdays, 9/13, 9/20, 10/4 10/18, 11/1, 11/15, 11/29, 12/13	None

Motion by Mrs. Cravello seconded by Mr. Scully
Roll Call 4-0

Addendum A1-A3

POLICY #4111 – HIRING- CERTIFIED PERSONNEL

***A12. 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 appoints Jennifer Mescce to the position of maternity leave replacement 3rd Grade Teacher (no benefits) from September 4, 2012 until

approximately November 1, 2012 or until the end of the Family Medical Leave, on the BA ,Step 1 guide to be determined upon settlement of the master contract for the 2012- 2013 school year.

Motion by Mr. Scully seconded by Mrs. Cravello
Roll Call 4-0

POLICY # 7510 USE OF FACILITIES

A2. 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
Midland School #1 PTA	Varies by event	Various throughout the year	None

Motion by Mr. Scully seconded by Mrs. Cravello
Roll Call 4-0

VIII. Reports – Committee Action Items

ROCHELLE PARK BOARD OF EDUCATION COMMITTEES

Finance – Mr. Verhasselt- Auditors were just in and we are awaiting their report

Education- No report

Transportation- Mrs. Cravello reported that the letters will be going out to the High School Students

Mr. Ammerman added that the district is trying to go paperless and we are working on getting everything on line. If you have trouble please contact Ms. Budanskaya.

Building/Grounds- Mr. Verhasselt: Steam traps done and needed to be adapted (they were so old they were no longer in stock) next is the rear condensation pump. Everything is in order for the town concert.

Community & School Activities- Mr. Scully: Back to school dance is coming up September 14th 2012. This is the first big dance for the 6th graders. Summer recreation camp is over and went smooth. Soccer started at both Carlock and Midland.

Legislation- Mrs. Cravello: Governor Christie just signed Tenure reform and Commissioner Cerf has been officially appointed.

Policy- Mr. Allos: policy committee met with Mr. Ammerman and reviewed 21 policies- some were revised, some needed language cleanup

Board/Staff Relations- Mr. Allos: No report

Negotiating- Mr. Allos- waiting for final paperwork to be signed
Joint Boards Coordination- Mrs. Cravello: next meeting Wednesday September 5th
Bergen County School Boards-Mr. Scully: on tonight's agenda we approved the board to attend the convention
New Jersey School Boards-Mr. Scully- after having a detailed conversation with Mrs. Lauerman it was decided that we have nothing to report.
Municipal Alliance Liaison- Mrs. Cravello reported the oldies concert will be on the 21st of this month out on the field- the Infernos will be playing. The DPW will be cleaning up the field for the concert.

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 Mr. Allos, seconded by Mrs. Cravello, to open public comment at 8:15 p.m.

Roll Call 4-0

Mrs. Leakas 41 Powell Ave- RP- asked Mrs. Kobylarz if she received the PTA dates.
Mrs. Kobylarz- stated that she had just received them today and that was one of the addendum's that were approved.

Motion by Mr. Scully, seconded by Mr. Allos, to close public comment at 8:18 p.m.

Roll Call 4-0

X. Announcements

The next Caucus Meeting will be held on Monday, September 17, 2012 at 7:00 PM in the Media Center. The next Regular Meeting will be held immediately following the caucus meeting.

XI. Executive Session Announcement (not needed)

XII. Adjournment

Motion by Mrs. Cravello, seconded by Mr. Allos, to adjourn meeting at 8:20 p.m.

Roll Call 4-0