

**Rochelle Park Board of Education
Caucus Meeting– 7:30 P.M.
September 12, 2011**

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

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:

- Fredrik Oberkehr, Ed.D., Superintendent
- Ellen Kobylarz, Board Secretary
- Cara Hurd, Principal

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 Our Town, in accordance with Chapter 231, P.L. 1975.

IV. Superintendent’s Report: Dr Oberkehr reported the following:

- Dr. Oberkehr was pleased with the opening of school. He reported that changes have been enacted that will ensure the safety and security of all students. The administration, faculty and staff acted professionally and above and beyond the call of duty in response to this incident.
- There will be a resolution on the regular agenda to approve the following workshops.
Nancy Sobeck, Cathleen Hernando, Angie Cella & Anita Marrano to accompany the Kindergarten classes on a walking trip to the Rochelle Park Fire Department during The month of October, 2011, at no cost. The actual date of the trip is still being finalized with the Fire Department.
Donna Johnson , Elyse Shean, Cathy Plothe & Myrna Podimani to accompany the Pre-K 3+4 year olds and the Pre –K Plus classes to Albma’s Farm in Wyckoff on October 19, 2011 at a cost of \$20.00 per student to be borne by the parents.

- There will be a resolution approving tuition reimbursements as follows:

Christine Raimondi	6 Credits	\$ 1220.00
Donna Johnson	3 Credits	\$ 752.01

Pres. Bilka asked if they were summer courses in the 2011/2012 school year.

Dr. Oberkehr confirmed that they were summer courses for 2011/2012.

- There will be resolutions to approve the following workshops will be on the regular agenda to approve attendance at the following workshops.
Sheryl Meyers to attend “The 20th Annual American Academy of Pediatrics School Health Conference”, in Somerset, NJ on October 26, 2011 at a cost of \$195.00 to the district for registration.(NCLB)
Sheryl Meyers to attend “2011 Childhood Obesity Summit”, in Newark, NJ on October 14, 2011 at a cost of \$50.00 to the district for registration. (NCLB)
Cara Hurd to attend “District Anti-Bullying Coordinator + School Anti-Bullying Specialist Roles”, in Parsippany NJ on September 21, 2011 at no cost to the district for registration.
- Board members received a memo sent to teachers who hold a supervisory certificate and who are able to fill in as teacher-in-charge when necessary.
- The Joint Boards meeting will scheduled for October 4, 2011. The meeting will begin at 7:30 P.M. in the Hackensack High School Auditorium
- There will be a resolution on the agenda approving second reading and final adoption of policy: 5512.01 Harassment, Intimidation & Bullying
Dr. Oberkehr referenced a court case involving a student who made fun of a principal.
- Discussion regarding the newsletter which has been published in the fall.
- BSIP Annual Report for the 2010-2011 school year on next month’s agenda. Due to the time frame in which we receive state testing results, the report is now completed in the fall and not at the end of the year. This year due to other unforeseen circumstances the report will not be complete in time for the September agenda.
- Dr. Oberkehr had concerns regarding Board Member e-mails. It was decided to give Board members e-mail accounts through the school account.
- Dr Oberkehr attached a copy of a letter he received regarding the Child Find Requirements from the State of New Jersey for Board Members to review. According to the letter Rochelle Park has demonstrated timely correction of noncompliance with initial evaluation timelines.
- There will be an agenda item to appoint Mrs. Hurd HIB Coordinator and Linda Oles School Anti Bullying Specialist for the 2011-2012 school year.
- Other Attachments in the Board packet that went home were: 2011-2012 Parent/Student Handbook, Updated Enrollment, September & October Dates to Remember List

V. Principal’s Report: Mrs. Hurd reported the following:

- A professional development day was held on September, 1, 2011 presentations were made by John Perricone and a representative from Fogarty & Hara on the new HIB Law.
Mr. Allos asked what the motivational speaker spoke about? Mrs. Hurd stated that he gave a different perspective on teaching, it was titled “Who Am I-What am I doing.”
President Bilka asked when the long term Substitutes were getting trained in HIB? Mrs. Hurd stated that most of the long term Substitutes had attended the

training, one could not be there and the district was working on providing that person with the training.

Mrs. Cravello asked if all teachers were required to attend. Mrs. Hurd stated that like the Substitutes most of the faculty & Staff had attended the workshop, if anyone missed they would be provided with training.

- The first faculty meeting was held on September 2, 2011. During the meeting test scores, schedule changes, updated fire and security drill information and HIB Law were discussed.
- Kindergarten Orientation took place from 2-3pm on Friday September 2nd. Many excited students attended with their parents and siblings.
- Mrs. Hurd met with the substitute teachers on Friday afternoon to discuss the HIB Law, security and fire drill procedures, and any other procedures I felt they needed to be well informed of in order to be a successful substitute teacher.
- Mrs. Hurd discussed with the teachers the concern from parents regarding the summer assignments, and it was agreed upon that teachers would take the first week of school to see where their students were at. Extensions would be granted to the students if necessary, but no student would be penalized for not having projects due to the damages of the hurricane.
- Back to school night will be held on Thursday, September 22, 2011 beginning at 6:00 PM.
- Mrs. Hurd thanked the members of the PTA for hosting the Welcome Back Tea on the first day of school. There was a great turnout of parents and family members. She also thanked the PTA for the refreshments.
- Mrs. Hurd met with the students in grades 5-8 to discuss the rules and expectations of the school year with them. Mrs. Oles and Mrs. Hurd discussed with each grade the new HIB Law.
- Mrs. Hurd has been present in the cafeteria and at recess. Students are becoming aware of the rules and expected behavior in the lunch room and in the hallways during their lunch time.
- Teachers have been asked to stand outside their doors in between classes and especially during locker breaks for extra supervision of the students, which has been working out well.
- The first week of school went really well, it was nice to have the teachers and students back after the summer.
- Mrs. Hurd reported that she will be having the first and second fire drill of this month in the first ten days of school.
- Wednesday, September 13 there will be a school wide tribute in honor of the 10th anniversary of 9-11. The entire school will be outside and will sing together "America the Beautiful" and "God Bless America". We will have an assembly for students in grades 5-8, and Mr. Cravello will come in to speak with the students.

VI. Business Administrator's Report - Dr. Oberkehr reported the following:

- Boilers have been opened and inspection is pending.
- Fire Alarm system has been inspected and report was forwarded to the Fire Inspection official.
- HVAC – awaiting reconfiguration of controlling mechanism to determine extent of repair.

- Building Usage – approval on tonight’s meeting Midland Class of 2012- 8th grade parent meeting, Girl Scout Troop 970, Modification of R.P. Township field request.
- Audit update of Financial Status June 2011, July & August
- The Superintendent and Assistant Business Administrator from Fair Lawn will be in attendance at the September 19, 2011

POLICY #7510 – USE OF FACILITIES

1. 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 Class of 2012	8th Grade Parent Meeting/Classroom	Wednesdays, 9/14, 10/19, 11/9 and 12/14/10 from 7:00 p.m. to 8:00 p.m.	None
Girl Scout Troop #770	Meetings/Classroom	Thurs, 9/15 from 6:30 pm to 7:30 pm and , Wed. 9/21, 10/19, 11/16 & 12/14/10 from 3:00 p.m. to 4:00 p.m.	None
Rochelle Park Township	Football/Ball fields	Saturdays, September thru November from 4:00 p.m to 8:00 p.m. (additional days to already approved request) Also requesting to place 3 portable lights on school property and bathroom accessibility.	None

There was a discussion regarding the use of the portable lights on the field with regard to the insurance rider and who is the responsible party. How do they run, battery or electricity? As well as bathroom use, issues. Also the issue of conflicted times with other groups. Dr. Oberkehr explained that the groups were working together to share the field. Dr. Oberkehr will check into insurance requirements regarding lights, the bathroom issue was resolved during discussion.

Motion by Mrs. Lauerman seconded by Mr. Esposito
Roll Call 6-0

Motion carried *with amendment regarding omission of the use of lights on the field until further investigation regarding insurance issues.*

VII. Reports – Committee Action Items – *Tabled until regular meeting*

VIII. Items for Board Action - Resolutions (If needed)

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

POLICY 4111 – HIRING – CERTIFIED PERSONNEL

***2. 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 appoint Jennifer Magnotta to the position of Maternity Leave replacement Special Education Teacher (no benefits) starting on September 1, 2011 to November 1, 2011 on BA ,Step 1 salary to be determined upon settlement of the master contract for the 2011- 2012 school year.

Motion by Mr. Esposito, seconded by Mr. Allos
Roll Call 6-0
Motion carried

***3. RESOLVED:** that on the recommendation of the Superintendent, the Rochelle Park Board of Education appoint Myrna Poidomani to the position of Part Time Pre-school Aide for the 2010-2011 school year at an hourly rate of \$16.90

Motion by Mr. Allos seconded by Mr. Verhasselt
Roll Call 6-0
Motion carried

IX. Other Business:

X. 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. Esposito, seconded by Mrs. Lauerman, to open public comment at 7:59 p.m.

Roll Call 6-0
Motion carried

- *Mrs. Grieco, 42 Peek St. asked if it was a conflict if a leave replacement teacher taught his/her own child. Mrs. Hurd, assured the Board and audience that there is no conflict involving any leave replacement teacher hired by the Board at the present time.*

- *Mrs. Leakas, 41 Powell Ave. thanked everyone who attended the PTA's New Comer's Tea, Dr. Oberkehr, President Bilka, Mrs. Hurd. She went on to say that her daughter loves kindergarten and is so excited with all her classes.*

Motion by Mr. Esposito, seconded by Mrs. Lauerman, to close public comment at 8:02 p.m.

Roll Call 6-0
Motion carried

XI. Announcements

The next Regular Meeting will be held on Monday, September 19, 2011, at 8:00 P.M. in the Media Center. The next Caucus Meeting will be held on Monday, October 3, 2011, at 7:30 P.M.

XII. 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/Contracts

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. Cravello, seconded by Mr. Allos, to open Executive Session at 8:03 p.m.

Roll Call 6-0
Motion carried

Motion by Mr. Verhasselt, seconded by Mrs. Lauerman, to close Executive Session at 11:29 p.m.

Roll Call 6-0

Motion Carried

Motion by Mrs. Lauerman, seconded by Mrs. Cravello, to resume Regular Meeting Agenda at 11:30 p.m.

Roll Call 6-0
Motion carried

XIII. Adjournment

Motion by Mr. Verhasselt, seconded by Mrs. Lauerman, to adjourn meeting at 11:30 p.m.

Roll Call 6-0
Motion carried