

**Rochelle Park Board of Education  
Regular Meeting Minutes-7:30 P.M.  
December 9, 2013**

- I. Call to Order, Flag salute by Former Board Member Mrs. Barbara Ann Gleeson Maurer**
- II. Roll Call 6-0-**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Mr. Robert J Esposito, Vice President	<b>X</b>	
Mr. Sam Allos	<b>X</b>	
Mrs. Teresa Cravello	<b>X</b>	
Mrs. Maria Lauerman	<b>X</b>	
Mrs. Dimitria Leakas	<b>X</b>	
Mr. Mark Scully		<b>X</b>
Mrs. Patricia Dee Bilka, President	<b>X</b>	

Others present:

- Dennis McDonald, Interim Superintendent
- Christine Werner, Board Administrator/Board Secretary
- Cara Hurd, Principal
- 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:

- Website has been updated, Superintendents message and a collage from last week’s meeting has been posted.

**V. Business Administrator’s Report-** Mrs. Werner reported on the following:

- Referendum reminder. Please Vote- tomorrow December 10<sup>th</sup>.

**VI. Public Questions on the Resolutions (Agenda Items Only)**

During this portion of the meeting, the residents are invited to address the Board regarding the agenda items only.

Motion by Mrs. Lauerman, seconded by Mrs. Leakas, to open public comment at 7:40 pm.  
Roll Call 6-0- Motion Carried

None

Motion by Mrs. Cravello, second by Mr. Esposito, to close public comment at 7:41 pm.  
Roll Call 6-0- Motion Carried

VII. Items for Board Action-Resolutions

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

Mr. Esposito introduced ex- Board Member Robert Verhasselt, who in turn read the following resolution.

**ROCHELLE PARK BOARD OF EDUCATION RESOLUTION  
IN RECOGNITION AND APPRECIATION FOR  
PATRICIA DEE BILKA**

**WHEREAS**, Patricia Dee Bilka has served as a Board Trustee with the Rochelle Park Board of Education March 2006 through December 2013. During this time she has committed herself and served to the operation of the Rochelle Park Board of Education and for the well-being of the Children of Rochelle Park - Midland School #1; and

**WHEREAS**, her personal commitment to a quality education, her valued participation in establishing effective policies, and her readiness to render services in seeking educational excellence have contributed immeasurably to the progress of our school system; and

**WHEREAS**, the Members of the Board of Education and the community appreciates and hereby recognizes her commitment to the Rochelle Park Board of Education; Rochelle Park - Midland School #1 and to the children of the community; and

**NOW THEREFORE BE IT RESOLVED**, that the Rochelle Park Board of Education, on behalf of your colleagues, our teachers and our students, acknowledges the efforts of Patricia Dee Bilka as Board President and Board Trustee of the Rochelle Park Board of Education; and

**BE IT FURTHER RESOLVED**, that with the enactment of this resolution, Patricia Dee Bilka's recognition shall be so noted in the minutes and become a part of the permanent record of the District; and

**BE IT FINALLY RESOLVED**, that the Rochelle Park Board of Education wishes Patricia Dee Bilka every success during the coming years.

Motion by Mr. Esposito, second by Mrs. Cravello,  
Roll Call 6-0- Motion Carried

**ROUTINE MATTERS RESOLUTIONS R1-R6**

**POLICY #0168- APPROVALS OF BOARD MINUTES**

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

**November 6, 2013 Special Executive Session  
November 11, 2013 Caucus Meeting & Executive Session  
November 11, 2013 Regular Meeting**

Motion by Mrs. Lauerman, second by Mr. Allos,  
Roll Call 6-0- Motion Carried

**POLICY#5200 ATTENDANCE**

**R2. RESOLVED:** that the Board of Education approves the attendance report for the month of November 2013 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	459		
Hackensack H.S.	157.5		
Academies/Technical Schools	17		
Totals	633.5		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	7803	Possible Days	950
Days Present	7424.5	Days Present	934.5
Days Absent	378.5	Days Absent	15.5
% Present	95%	% Present	98.3%
% Absent	5%	% Absent	1.7%

Motion by Mrs. Lauerman, second by Mr. Allos,  
Roll Call 6-0- Motion Carried

**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 November 2013 for the Rochelle Park School District.

Fire Drill November 11, 2013  
Security Drill November 27, 2013

Motion by Mrs. Lauerman, second by Mr. Allos,  
Roll Call 6-0- Motion Carried

**POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING**

**R4. RESOLVED:** that the Rochelle Park Board of Education approves the following HIB Report for November 2013 on behalf of the Rochelle Park School District.

**November 2013**

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

Motion by Mrs. Lauerman, second by Mr. Allos,  
Roll Call 6-0- Motion Carried

**POLICY #0130 BYLAWS & POLICIES**

**R5. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approves the second reading and adoption of the following Policies, and Regulation:

Policy and Regulation **5521 HARRISSMENT INTIMIDATION AND BULLYING**  
Policy **4124 EMPLOYMENT CONTRACT**  
**3144.12 CERTIFICATION OF TENURE CHARGES-INEFFICENCY**

**3144.3 SUSPENSION UPON CERTIFICATION OF TENURE CHARGE  
3373 TENURE UPON TRANSFER OR PROMOTION  
3372 TEACHING STAFF MEMBER TENURE ACQUISITION**

Motion by Mrs. Lauerman, second by Mr. Allos,  
Roll Call 6-0- Motion Carried

**R6. RESOLVED: on the recommendation of the Superintendent, that the Rochelle Park Board of Education does hereby adopt the 2013-2014 board goals.**

Motion by Mrs. Lauerman, second by Mr. Allos,  
Roll Call 6-0- Motion Carried

**PERSONNEL RESOLUTIONS P1-P7**  
**POLICY#4111- HIRING CERTIFIED PERSONNEL**

**\*P1. 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 Melanie Siliato to the position of Guidance Counselor starting January 20, 2014 until the end of the 2013-2014 school year on MA, Step 1 salary (prorated) to be determined upon settlement of the master contract for the 2013-2014 school year.**

Motion by Mrs. Leakas, seconded by Mrs. Cravello  
Roll Call 6-0- Motion Carried

**\*P2. RESOLVED: on the recommendation of the Superintendent, that the Board of Education appoints the following personnel to the listed extra-compensation positions for the 2013-2014 school year stipend to be determined upon the settlement of the master contract for the 2013-2014 school year.**

Jr. National Honor Society Advisor      Nicoletta Sacco

Motion by Mrs. Leakas, seconded by Mrs. Cravello  
Roll Call 6-0- Motion Carried

**POLICY #3240 – PROFESSIONAL DEVELOPMENT**

**\*P3. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:**

**Christine Dam to attend “Guided Reading Differentiating Using Small Groups” in Newark on January 7, 2014 at a cost of \$225.00 for registration.**

**Daniela Barbieri to attend “Powerful Early Intervention Strategies to help young children with developmental problems and challenging behaviors” in Newark on January 14, 2014 at a cost of \$229.00 to the district for registration.**

Daniela Barbieri and Sarah Powell to attend “Nutrition & Feeding interventions for Autism Spectrum Disorders and ASD on March 7, 2014 through Region V at no cost to the district for registration.

Elyce Shean, Nancy Sobeck and Maria Leccese to attend “Practical Strategies for preparing your PreK- Kindergarten Students to meet the CCSS in Math” on January 16, 2014 at a cost of \$229.00 per person to the district for registration

Motion by Mrs. Leakas, seconded by Mrs. Cravello  
Roll Call 6-0- Motion Carried

**POLICY #4150 – LEAVES**

**\*P4. RESOLVED: that the Board of Education does hereby approve the request of Joanna Hani to extend her maternity leave for the remainder of the 2013-2014 school year.**

Motion by Mrs. Leakas, seconded by Mrs. Cravello  
Roll Call 6-0- Motion Carried

**POLICY #3141 RESIGNATION**

**\*P5. RESOLVED: that the Board of Education accept Suzanne DiTomasso letter of resignation as a Playground/Cafeteria Aide for the Rochelle Park School District effective December 2, 2013. We wish her much success in the future.**

Motion by Mrs. Leakas, seconded by Mrs. Cravello  
Roll Call 6-0- Motion Carried

**POLICY #4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS**

**\*P6. 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:**

**Bolisha Enaibe- pending certification of criminal history**

Motion by Mrs. Leakas, seconded by Mrs. Cravello  
Roll Call 6-0- Motion Carried

**POLICY#9541- STUDENT TEACHERS/INTERNS**

**\*P 7. RESOLVED: that the Board of Education approve the following Internship for Daniel Osorio in Mrs. Weiner’s class for the spring 2014 semester, January 27, 2014- March 14, 2014.**

Motion by Mrs. Leakas, seconded by Mrs. Cravello  
Roll Call 6-0- Motion Carried

**FINANCE AND INSURANCE-RESOLUTIONS F1-F9**

**POLICY #6460 PAYMENT OF GOODS AND SERVICES**

**F1. RESOLVED: that the Rochelle Park Board of Education approve the December 2013 Bill List as approved by the Finance Committee, attached and listed below:**

<b>A. Regular Bills- Fund 11&amp;10</b>	<b>\$500,666,28</b>
<b>B. Regular Bills – Fund 20</b>	<b>\$1,500.00</b>

<b>C. Capital Projects-Fund 30</b>	<b>\$0</b>
<b>D, Debt Service- Fund 40</b>	<b>\$0</b>
<b>E. Food Service- Fund 50</b>	<b>\$28,683.68</b>
<b>F. Enterprise- Fund 51</b>	<b>\$235.65</b>
<b>TOTAL PAYMENTS FOR DECEMBER</b>	<b>\$531,085.61</b>

**TOTAL DISBURSEMENTS**

ATTACHEMENT

Motion by \_Mr. Allos, second by Mr. Esposito,  
Roll Call 6-0- Motion Carried

**POLICY #6460 PAYMENT OF GOODS AND SERVICES**

**F2. RESOLVED:** that the Rochelle Park Board of Education approve the November 2013 Bill List as approved by the Finance Committee, attached and listed below:

<b>D. Regular Bills- Fund 10</b>	<b>\$7,123.45</b>
<b>E. Regular Bills – Fund 20</b>	<b>\$0</b>
<b>F. Capital Projects-Fund 30</b>	<b>\$0</b>
<b>D, Debt Service- Fund 40</b>	<b>\$0</b>
<b>E. Food Service- Fund 50</b>	<b>\$0</b>
<b>F. Enterprise- Fund 51</b>	<b>\$0</b>
<b>TOTAL PAYMENTS FORNOVEMBER</b>	<b>\$7,123.45</b>

**TOTAL DISBURSEMENTS**

ATTACHEMENT

Motion by \_Mr. Allos, second by Mr. Esposito,  
Roll Call 6-0- Motion Carried

**F3. RESOLVED,** that the Rochelle Park Board of Education approves the November 2013, payroll in the amount of \$ 474,447.02.

Motion by \_Mr. Allos, second by Mr. Esposito  
Roll Call 6-0- Motion Carried

**POLICY #6820 FINANCIAL REPORTS**

**Monthly Budgetary Line Item Status Certifications**

**F4. RESOLVED,** that the Board Secretary for the Rochelle Park Board of Education certified that pursuant to NJAC 6A:23-2.11 9c) 3, as of September 30,2013 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 © 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 \_Mr. Allos, second by Mr. Esposito  
Roll Call 6-0- Motion Carried

**Secretary & Treasurer's Reports**

**F5. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary's and Treasurer's Financial Reports for the month of September 2013.**

Motion by \_Mr. Allos, second by Mr. Esposito  
Roll Call 6-0- Motion Carried

ATTACHMENT

**F6. RESOLVED, that the Board Secretary for the Rochelle Park Board of Education certified that pursuant to NJAC 6A:23-2.11 9c) 3, as of October 30,2013 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 © 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 \_Mr. Allos, second by Mr. Esposito  
Roll Call 6-0- Motion Carried

**Secretary & Treasurer's Reports**

**F7. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary's and Treasurer's Financial Reports for the month of October 2013.**

Motion by \_Mr. Allos, second by Mr. Esposito  
Roll Call 6-0- Motion Carried

ATTACHMENT

**F8. RESOLVED: that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the month of October 2013.**

ATTACHMENT

Motion by \_Mr. Allos, second by Mr. Esposito  
Roll Call 6-0- Motion Carried

**F9. 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
RP Cub Scouts-JM	Classroom	12/6/2013,1/3,1/17,2/7,2/21,3/7,3/21/2014	None
RP Girl Scouts-MC	Classroom	1/9,1/23,2/6,2/20,3/6,3/20/2014	None
RP Girl Scouts-KL	Classroom	12/11,12/18/2013, 1/8,1/22, 2/5,2/12,3/5, 3/19,4/2,4/16,5/7,5/21,6/6/2014	None
RP Girl Scouts-95939	Classroom	1/16/14.2/13,2/27,/3/13,3/27, 4/10.5/1,5/15/2014	None

Motion by Mr. Allos, second by Mr. Esposito

Roll Call 6-0- Motion Carried

### **VIII. Reports-Community Action Items**

**Finance- President Bilka** reminded everyone that the referendum vote is tomorrow 2-9 pm at the Municipal Building. Details are on the website, a Switch Reach call will go out tomorrow to remind people to vote.

Dr. McDonald thanked the Teachers and the Referendum Committee for their help.

President Bilka spoke about the Referendum Committee. Stating the committee was a good cross reference of community members and teachers. President Bilka went on to name all the members on that committee, thanking them for their time and service.

**Education- Mrs. Lauerman-** No report

**Transportation-** Mrs. Cravello reminded everyone that the High School ½ days is coming up

**Building and Grounds-** Mr. Esposito asked residents to please vote tomorrow. With snow in the forecast Mr. Esposito stated the district is ready to handle any bad weather.

**Community & School Activities-** Mr. Esposito stated the Christmas tree lighting was held this past Friday. Mrs. Cravello added it was held inside due to the weather. Santa was on hand.

**Legislation-** President Bilka- Reported on two bills up for review- adjusting the deadlines school board candidates need to file and budget timelines.

**Policy-** Mr. Allos- No report

**Board/Staff relations-** Mrs. Lauerman nothing to report

**Negotiations-** President Bilka- no report

**Joint Boards-** Mrs. Cravello reported on events going on at Hackensack High School

**BCSB-** Mrs. Cravello stated BC School Boards recently held weekend training for new board members, it consisted of 6 roundtable discussions sessions.

**NJSB-** Mrs. Leakas nothing to report

President Bilka noted that NJ School Boards had a new parent component. Along with a blog section that has some interesting topics. Last Friday the topic was new tenure reform

**Municipal Alliance-** Mr. Allos nothing to report

### **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. Lauerman, seconded by Mrs. Cravello, to open public comment at 8:32 pm.

Roll Call 6-0- Motion Carried

Past Board Member Robert Verhasselt- - Forest Place, recalled President Bilka's many accomplishments during her tenure in Rochelle Park. Stating she has chaired both the legislation, and negotiations committees, for several years, instrumental in bringing the district's policies up to date. Held the office of Board President, is a well-respected attorney, trusted advisor, and friend. She moved the district in the right direction; Pat can be both tough and kind. "Pat is a valuable mediator and instrumental in moving the district into the 21<sup>st</sup> century". He thanked President Bilka for all that she did for Rochelle Park adding that she was an immense help to him when he was on the board."

Past Board Member Barbara Ann Maurer- Patton Ct. also shared fond memories of the times she spent on the board with President Bilka and Mr. Verhasselt. She remembers President Bilka when she first came on the PTA as their legislation chair. Pat stepped up to the plate and everyone benefited. She did the same on the Board of Education.



Mrs. Shean Teacher at Midland School and former PTA President -Marinus St- Thanked President Bilka from the bottom of her heart, adding “everything you do is with grace, decorum, and professionalism”.

President Bilka started “It was a good- ride”. When she came on the board Dr. Graham filled the spot- he asked her why she wanted to do this- President Bilka replied ”At the time we needed a bridge between 2 warring parties. None of the Board Members from that time are still here. This is a good thing because people are involved. We went through some hard times and are better today. I learned a lot and an area of the law that I was not familiar with, and worked with a lot of good people. New blood brings new ideas”. She thanked her family, her husband and daughter who always supported her as well as the Board Members she has served with. “I will miss everyone”.

Motion by Mr. Allos seconded by Mrs. Leakas, to close public comment at 8:48 pm.  
Roll Call 6-0- Motion Carried

#### **X. Announcements**

**The re-organization Meeting will be held on Monday, January 6, 2014 at 7:00 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:**

**Legal, Personnel**

**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. Cravello, seconded by Mrs. Leakas, to open Executive Session at 8:49 pm.  
Roll Call 6-0- Motion Carried

Motion by Mr. Allos, seconded by Mr. Esposito, to close Executive Session at 8:59 pm.  
Roll Call 6-0- Motion Carried

Motion by Mr. Allos, seconded by Mrs. Lauerma, to resume Regular Meeting Agenda at 9:01 pm.  
Roll Call 6-0- Motion Carried

#### **XII. Adjournment**

Motion by Mrs. Lauerma, seconded by Mrs. Cravello, to adjourn meeting at 9:02 pm.  
Roll Call 6-0- Motion Carried