

**Rochelle Park Board of Education  
Regular Meeting– 8:00 P.M.  
December 12, 2011**

- I. Call to Order and Flag Salute**
- II. Roll Call 5-0**

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>
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  
Ellen Kobylarz, Board Recording Secretary/Board Secretary Pro Tem

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

*President Bilka introduced Bert Ammerman as our new Interim Superintendent.*

**IV. Superintendent’s Report-** *Bert Ammerman reported on the following:*

- *There were a group of students from Mr. Grossman’s Social Studies class and so Mr. Ammerman explained the meeting process.*
- *Reported on the Pizza situation and concluded that the district has gone back to the original vender, however, several students did express they liked the new pizza.*
- *NJQSAC- February 29, 2011 is the date for our inspection. The district is in the process of assembling the required guidelines.*
- *Tonight we will be approving an interim Principal- Matt McGrath previously from Parsippany. Mr. McGrath was in the audience and introduced to those present.*

**V. Business Administrator’s Report:** *Mr. Ammerman reported the following:*

- *Starting in January Mr. DiPaola will have the resolutions for the Business side of the house for the Boards review.*
- *There will be a special meeting on January 5<sup>th</sup> for NJQSAC only should take 3.5 minutes*

- *Mr. DiPaola will be meeting with the Auditor to discuss the financial process.*

*Mr. Verhasselt- inquired about the paperwork for the snow plowing  
Mr. Ammerman- stated that we have the appropriate paperwork.  
Mr. Scully- inquired about the possibility of exceeding a 12” plow  
Mr. Ammerman – stated that this should cover us.*

**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 Mr. Esposito, seconded by Mr. Verhasselt, to open public comment at 8:12 p.m.  
Roll Call 5-0

None recorded

Motion by Mr. Verhasselt, seconded by Mrs. Lauerman, to close public comment at 8:11 p.m.

Roll Call 5-0

**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. November 14, 2011 - Caucus Meeting & Executive Session**
- B. November 14, 2011 – Regular Meeting & Executive Session**

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #5200 - ATTENDANCE**

**2. RESOLVED: that the Board of Education approves the attendance report for the month of November 2011 as listed:**

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	462		1-Prek3
Hackensack H.S.	122		2- Kndg
Academies/Technical Schools	10		1-1 <sup>st</sup> Grade
			2-7 <sup>th</sup> Grade
			2-8 <sup>th</sup> Grade
<b>Total</b>	<b>594</b>		
<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	

Possible Days	7815	Possible Days	793.3
Days Present	7385	Days Present	764.8
Days Absent	430	Days Absent	28.5
% Present	94.4%	% Present	96.4%
% Absent	5.6%	% Absent	3.6%

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #2340 – FIELD TRIPS**

**3. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approves the following field trip request:

Mr. Grossman, Mrs. Rainone, Mrs. Fletcher, Mrs. Raimondi & Mrs. Meyers to accompany the 8<sup>th</sup> grade students on a trip to the State House in Trenton NJ on March 23, 2012 at a cost to the parents of \$10.00 for the bus.

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #3240 - PROFESSIONAL DEVELOPMENT**

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

C. Hurd to attend “Harassment, Intimidation and Bullying in Educational Settings” in Montclair on December 9, 2011 at a cost of \$125.00 for registration.

L. Schwarz, B. Loverich & C. Raimondi to attend “Teaching in Extended Blocks of Time: Creating Dynamic Lessons” on January 6, 2012.

B. Purcell & C. Stephens to attend “Launching the Writing Workshop” Grades3-8 on December 8, 2011.

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

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

**\*5. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approves the employment of the following personnel for the 2011-2012 school year at a salary to be determined upon settlement of the master contract for the 2011-2012 school year.

**Beth DeSimone– Part Time Special Education Classroom Assistant  
(Pending Criminal History)**

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

- \*6. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following substitute teacher for the remainder of the 2011-2012 school year at a rate of \$80.00 per day:**

Brooke Reichman

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #4431.1 – FAMILY LEAVE**

- \*7. RESOLVED: that the Board of Education does hereby approves the request of Mrs. Cara Hurd to go on maternity leave effective January 17, 2012 until her period of disability ends at which time the Family Leave Act will be utilized for a period of 12 weeks. Mrs. Hurd is then requesting an unpaid leave with an anticipated return date of August 27, 2012.**

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

- \*8. RESOLVED: that the Board of Education does hereby approves the request of Mrs. Jessica Calderone to extend her maternity leave until the end of the 2011/2012 school year.**

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #4111 – HIRING – CERTIFIED PERSONNEL**

- \*9. RESOLVED: that application 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 Matthew McGrath to the position of Maternity Leave Interim Principal from January 11, 2012 to July 15, 2012 at a rate of \$500.00 per day.**

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

- \*10. RESOLVED: on the recommendation of the Superintendent, that the Board of Education extends the appointment of Jennifer Mescce to the position of Maternity Leave**

**replacement 4<sup>th</sup> Grade Teacher (no benefits) until April 20, 2012 on BA ,Step 1 salary to be determined upon settlement of the master contract for the 2011- 2012 school year.**

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #9180 SCHOOL VOLUNTEERS**

**\*11. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approves, with grateful appreciation, the following Library Volunteer:

Debbie Leakas

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #2431 ATHLETIC COMPTITION**

**12. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approves the reinstatement of the Softball, Baseball and Indoor Soccer programs for the 2011-2012 school year.

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

**POLICY 2230: CURRICULUM GUIDES**

**13. RESOLVED:** that on the recommendation of the Superintendent, the Board of Education approve the Science Curriculum for grades K thru 8 as presented and on file in the office of the Superintendent.

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 5-0

**FINANCE AND INSURANCE**

**Upon the recommendation of the Business Administrator to the Superintendent:**

**\*14. RESOLVED:** that on the recommendation of the Superintendent, the Rochelle Park Board of Education appoints Bert Ammerman to the position of Board Secretary effective December 12, 2011 to June 30, 2013.

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**\*15. RESOLVED:** that on the recommendation of the Superintendent, the Rochelle Park Board of Education approves the use of 2011-12 NCLB Title 1 funds in the amount of \$20,442.0 to salary of Nancy Oliver account# 20-230-100-101-000-000.

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #6350 – CONTRACTS**

**16. RESOLVED: that the Rochelle Park Board of Education approves a contract with School Wires with an initial cost of \$4,758.00 from January 1, 2012 till June 30, 2012 and \$2,317.50 for the second year: July 1, 2012 – June 30, 2013.**

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**17. RESOLVED: that the Rochelle Park Board of Education approves a contract with Good Earth Landscape Contractors for the snow plowing of the school parking lot per contract on file in the Business Office. This contract is for the remainder of the 2011/2012 school year.**

**Plowing: Per Push**

1" to 3" (inches): \$ 300.00

3.1" to 6" (inches): \$ 415.00

6.1" to 9" (inches): \$ 545.00

9.1" to 12" (inches): \$ 695.00

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**Board Secretary's Report**

**18. RESOLVED: that the Rochelle Park Board of Education accepts the Board Secretary's Financial Report for the month of July 2011**

**ATTACHMENT**

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**19. RESOLVED: that the Rochelle Park Board of Education accepts the School Treasurer's Financial Report for the month of July 2011.**

**ATTACHMENT**

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**20. 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 July 30, 2011 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 Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**Transfers**

**21. RESOLVED:** that the Rochelle Park Board of Education approves the line item transfers for July 31, 2011 & September 30, 2011.

**ATTACHMENT**

<i>Date</i>	<i>Source Account</i>	<i>Target Account</i>	<i>Comments</i>	<i>Amount</i>
7/31/11			See Attachment 2	\$124,437.52
9/30/11			See Attachment 2	\$93,630.45
			TOTAL TRANSFERS	\$218,067.97

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**22. RESOLVED:** that the Rochelle Park Board of Education accepts the Board Secretary's Financial Report for the month of August 2011

**ATTACHMENT**

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**23. RESOLVED:** that the Rochelle Park Board of Education accepts the School Treasurer's Financial Report for the month of August 2011.

**ATTACHMENT**

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**24. 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 August 30, 2011 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 Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**25. RESOLVED:** that the Rochelle Park Board of Education accepts the Board Secretary's Financial Report for the month of September 2011

**ATTACHMENT**

M Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**26. RESOLVED: that the Rochelle Park Board of Education accepts the School Treasurer's Financial Report for the month of September 2011.**

**ATTACHMENT**

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**27. 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 September 30, 2011 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 Mr. Scully seconded by Mr. Esposito

**POLICY #6470 – PAYMENT OF CLAIMS**

**28. RESOLVED: that the Rochelle Park Board of Education approves the November 2011 Bill List as approved by the Finance Committee, attached and listed below:**

A. Regular Bills – Fund 10	\$488,139.45
B. Regular Bills – Fund 20	\$ 5,819.00
C. Capital Proj. - Fund 30	\$ 0
D. Debt Service – Fund 40	\$ 0
E. Food Service – Fund 50	\$ 17,425.19
F. Enterprise - Fund 51	\$ 1,380.00
<b>November Total</b>	<b>\$ 512,763.64</b>
<hr/>	
<b>Total November Voids – Fund 11</b>	<b>\$ 0</b>
<b>TOTAL BILLS LIST</b>	<b>\$ 512,763.64</b>

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #6470 – PAYMENT OF CLAIMS**

**29. RESOLVED: that the Rochelle Park Board of Education approves the December 2011 Bill List as approved by the Finance Committee, attached and listed below:**

A. Regular Bills – Fund 10	\$ 539,731.02
B. Regular Bills – Fund 20	\$ 10,850.52
C. Capital Proj. - Fund 30	\$ .00
D. Debt Service – Fund 40	\$ .00
E. Food Service – Fund 50	\$ 14,134.53



F. Enterprise - Fund 51	\$ 330.96
<b>December Total</b>	<b>\$ 565,047.03</b>
<hr/>	
<b>Total December Voids –</b>	<b>\$ .00</b>
<hr/>	
<b>TOTAL BILLS LIST</b>	<b>\$ 565,047.03</b>

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**ATTACHMENT 1**

**30. RESOLVED:** that the Rochelle Park Board of Education approves the October 2011 payroll in the amount of \$413,805.76.

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**31. RESOLVED:** that the Rochelle Park Board of Education approves the November 2011 payroll in the amount of \$412,350.43.

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**POLICY #7510 – USE OF FACILITIES**

**32. 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
Class of 2012	Meeting/Classroom	Tuesday Dec. 6, 2011 -7PM – (rescheduled the 12/14 request which had been already approved)	None
Class of 2012	Meeting/Classroom	Wednesdays, 1/11/12, 2/15/12, 3/14/12 from 7:00 pm to 8:00 pm	None
Suburban Camp LLC	Basketball/Multipurpose Room	Saturdays, March 3, 10,17,24,31 from 9am to 11 am	

*Mr. Ammerman stated there will be a fee for Suburban Camp-building use and cost of a custodian \$1050 per session.*

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**Policy #8420 – EMERGENCY & CRISIS SITUATIONS**

**33. RESOLVED:** that the Rochelle Park Board of Education approves the following Fire Drills and Security drills held for the first three months of the 2011/2012 school year for the Rochelle Park School District.

September 16, 2011	Fire Drill	2 minutes
September 30, 2011	Security Drill- Lockdown Drill	7 minutes
October 12, 2011	Fire Drill	2 minutes
October 17, 2011	Table Top Security Exercise for Staff	20 minutes
November 28, 2011	Fire Drill	2 minutes
November 30, 2011	Evacuation Drill	4 minutes

*Mr. Ammerman explained that this is a new requirement that must be placed on the agenda.*

Motion by Mr. Scully seconded by Mr. Esposito  
Roll Call 5-0

**VIII. Reports – Committee Action Items**

**Finance-** *President Bilka reported- Covered by Mr. Ammerman's report*

**Education-** *Mr. Esposito reported- There's a resolution tonight to approve the Science Curriculum. He thanked Mr. Ammerman and the Science Teachers for putting this together.*

**Transportation-** *No issues*

**Building & Grounds-** *Mr. Verhasselt reported- There is some leakage in the older part of the roof, has been placed on the schedule for repair. Will approve a resolution tonight for snow plowing . Thanked Bert for doing a great job.*

**Community & School Activities** *Mr. Scully reported- Recreation has applied for a grant from the Kanka foundation to pay for background check for town recreation volunteers.*

**Legislation** *President Bilka reported – Bill to change the school Board Election date to November is before the Assembly with a bill that hopes to eliminate the need for the public to vote on the School Budget if the budget is under cap. Board members have until December 30<sup>th</sup> to complete their fingerprint process.*

**Policy** *Bert reported- that we will have a new website and there will be a section for Policies. He also stated that by September he hopes the district will be paperless-all online. The tech coordinator will take care of the new website and uploading all policies by June 30<sup>th</sup> onto the new system. School wires the new company is used by most districts.*

**Board/Staff Relations** *Mrs. Lauerman reported-nothing to report*

**Negotiations** *President Bilka reported- nothing to report*

**Bergen County School Boards** *Mrs. Lauerman reported- nothing to report*

**New Jersey School Boards** *Mrs. Lauerman reported- That she had attended a recent meeting and two resolutions were passed. Mrs. Lauerman passed out attachments regarding the resolutions.*

**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. Verhasselt, seconded by Mr. Esposito, to open public comment at 8:23 p.m.  
Roll Call 5-0

*Mrs. Greico- 46 Peek thanked Mr. Ammerman for reinstating the Baseball/Softball and Indoor Soccer.*

*President Bilka-also thanked Mr. Ammerman on behalf of the board; she stated that both Superintendents have worked very hard to get it done.*

*Mrs. Pascarella 32 Thiem- inquired with regard to the new website would emergency information be on the website?*

*Mr. Ammerman- stated yes, parents in Northvale thought it was great. Confidentiality measures are in place- if an issue did come up the district will address it. Tatyana, will oversee the website.*

*Mrs. Pascarella- stated that Tatyana the tech coordinator can do anything.*

*Mr. Ammerman- also stated that if a family didn't have access to a computer hard copies would be available but for pick up only.*

*Mrs. Pascarella- thanked the board for use of gym during the Breakfast with Santa, she also thanked the custodian's who donate their time.*

Motion by Mr. Esposito, seconded by Mr. Verhasselt, to close public comment at 8:27 p.m.  
Roll Call 5-0

**X. Announcements**

**A Special Public Meeting will be held on Thursday, January 5, 2012 at 7:00P.M. in the Media Center. The Budget Planning Meeting will be held Tuesday, January 17, 2012 at 7:00 p.m. in the Media Center. The next Caucus Meeting will be held on Monday, January 9, 2012, at 7:30 P. M. in the Media Center, and the next Regular Meeting will be held on Tuesday, January 17, 2012 at 8:00 P. M. 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:

Personal

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. Esposito, seconded by Mr. Scully, to open Executive Session at 8:37 p.m.  
Roll Call 5-0

Motion by Mr. Scully, seconded by Mrs. Lauerman, to close Executive Session at 9:29 p.m.  
Roll Call 5-0

## **XII. Adjournment**

Motion by Mrs. Lauerman, seconded by Mr. Verhasselt, to adjourn meeting at 9:29 p.m.  
Roll Call 5-0