

**Rochelle Park Board of Education
Caucus Meeting Minutes - 7:30 P.M.
April 7, 2014**

- I. Call to Order and Flag Salute was led by Johnathan and the Rochelle Park Boy Scouts Troop 114 and Pack 188**
- II. Roll Call**

Board Members	Present	Absent
Mr. Mark Scully, Vice President	X	
Mr. Sam Allos	X	
Mrs. Arlene Ciliento- Buyck	X	
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, Business Administrator/Bd. Secretary
Cara Hurd, Principal
Ellen Kobylarz, Board Recording Secretary

III. Open Public Meetings Act, Chapter 231, and 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 Our Town, in accordance with Chapter 231, P.L. 1975.

IV. Presentation by the Township on Proposed OEM Building

Dr. McDonald welcomed the students in the audience. He introduced Pete Donatello, head of Rochelle Park’s OEM along with Officer Ken Stapleton and Police Chief Bob Flannelly. Mr. Donatello gave an overview of a proposal on building an OEM building on Midland School Property. He started by explaining the role of OEM, they coordinate events when emergency situation arise. This building would be a place to manage incidents in an emergency. Both the Police and Fire Departments are located in a flood zone. The town also lies on an earthquake fault, as well as bordered by major highways. Two days prior to Irene the Police Department had to evacuate to the school for one week. There needs to be a continuance of management. Police Dept. operated out of trailers on school property that took days to set up, temporary communications. After the event the Departments reviewed the situation, a reoccurring theme emerged. The need for a permanent housing facility, a feasibility study was done; ten locations have been studied and eliminated for different reasons. Midland School is the best location.

Mr. Donatello showed a power point presentation which included images of the new proposed building. It would be less than the length of the basketball court and wide enough that the buffer zone is still intact, approx. 35 x 65 feet. He gave reasons why that was the best location, next to the parking lot, least intrusive to recreation areas, separate from school, no impact to school, twice they have had to operate in that area. 1st floor- would house an emergency operation center, kitchen, restrooms, and showers. 2nd floor PD back up communication meeting room, office space, locker room, will not be used for other purposes. Turnkey operation, instead of it taking days to relocate in an emergency they could just go in and turn on the light be all set up and ready. They approached the town in October, asked for funding, Township Committee saw a need, approved this proposal going forward.

Chief Flannelly stated it would only be used in a state of emergency. People will know where the Police Department is, where all emergency locations are. He went on to explain why, for the Police Department it is the ideal location. Parking for emergency vehicles, utility hookup is close, no loss of ratables.

At this time it was opened to questions from the board:

President Esposito- inquired about funding for this project.

Mr. Donatello- stated at this time, they do not have a projected cost.

Mr. Scully asked about the feasibility study, town looked at 10 different locations. Who did the study?

Chief Flannelly-stated that they did their own feasibility study, they know the town better than anyone else would.

Mr. Valenzuela- spoke about some of the other locations, old bank annex, loss of ratable- location is still dangerous. This building would be bare bones, safe building- no bells and whistles. It would provide continuity of government, the equipment inside would be state of the art.

Mr. Allos asked about the cost per foot.

Mr. Donatello- wasn't sure

Mr. Valenzuela - stated that they don't know what the cost will be

Mr. Donatello - stated that they were not that far into this process- using school property would only have be the cost of the building. Gave reasons why other locations wouldn't work.

Chief Flannelly – stated just a few weeks ago water came up fast and they had to contact residents.

Mr. Allos- asked if it would have a backup generator and would the building be at ground level or would it be reached by a few steps up.

President Esposito -asked if residents on that street were contacted.

Mr. Donatello- stated one resident has been contacted. Per the zoning official no variance would be required it would be exempt.

President Esposito- asked how this would benefit the school.

Chief Flannelly -stated it is a benefit for everyone; the flooding affects all of us.

Mr. Valenzuela -stated that the parking lot would be maintained by the DPW.

At this time it was opened to questions from the public: see page 5

V. Superintendent's Report Dr. McDonald reported the following:

- There will be a resolution on the agenda to approve the following workshops. Dr. McDonald, Mrs. Hurd and Mrs. Werner to attend the 2014-SNAP conference on

April 30, 2014. Mrs. McCormick and Mrs. Rainone to attend ETTC-216 on May 16, 2014. This is Smart board training. Mrs. Hurd to attend Legal One NJ : Anti Bullying Bill of Rights May 1, 2014

- Field Trip- Mrs. Hernando, Mrs. Stephens and Ms. Dam to accompany the 1st Grade Students to Liberty Hall Museum in Union.
- DARE graduation will be held on Thursday, April 23, 2014.
- Dr. McDonald will present the State of the School Address to the faculty on Monday, April 7, 2014.
- Midland School #1 will host the next regional articulation meeting between the Superintendent's from Maywood, Hackensack and South Hackensack on April 22, 2014.
- Dr. McDonald met with the Rochelle Park Librarian to discuss shared services, program offerings, grade level instructional activities, required unit of studies, and summer reading lists.

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

- A-5 training update- NJSBA online training for school board members will be available in the summer of 2014.
- Bergen County School Boards Association will be holding meeting on Tuesday May 6, 2014 at Maggiano's in Hackensack
- Mrs. Werner gave an overview regarding state aid calculation which ended with a suggestion to propose a resolution requesting "Co-Sponsors For the Fair School Funding Plan for the State of New Jersey".
- Referendum Update: Window replacement- scope of work reviewed, asbestos and preliminary bid date April 2014. Door replacement, security and access control hardware- scope of work review, door replacement review, and asbestos. Preliminary bid date April 2014. Roof replacement- scope of work review, basis of design, alternate and warranty matters, asbestos and preliminary bid date TBD. EIFS replacement- scope of work review and preliminary bid date TBD. Sprinkler System scope of work review, asbestos and preliminary bid date TBD.
- Financial Matters- resolutions on the agenda for approval- referendum projects bills list, appropriation of Capital Reserve to Fund 30 Capital projects. Approve grant submissions- Instructional improvement system (IIS) grant program and Innovate NJ Initiative Program for July 1, 2014-June 30, 2015. In addition to regular monthly bills resolutions.

VII. Principal's Report Mrs. Hurd reported the following:

- RAC Update- Discussion with the Child Study Team on Co-Teaching model. 2nd round of Climate and Culture surveys in May. Development of SIP for the 2014-2015 school year.
Mr. Scully asked Mrs. Hurd about the school improvement plan- do we maybe still push forward with that.
Mrs. Hurd stated yes it's still a good plan- not driven by RAC but by us.
- 4th marking period starts Monday April 7th. Parent teacher conferences will be held on Wednesday April 23, 2014. Reports will go home Friday, April 25th
- NJASK testing begins April 28th through May 1st.

- Congratulations to Cathy Hernando, our Teacher of the Year.
- The Wizard of Oz performances all this week.
- 5th Grade DARE Graduation is scheduled for Wednesday, April 23rd.

VIII. Reports – Committee Action Items deferred to Regular with following exception:

Community & School Activities- Mr. Scully - Carlock field hopefully it will be done before camp starts

Policy- Mr. Allos Ad Hoc committee has made draft of a survey on school uniforms – submitted it to administration. Mr. Allos thanked Dr. McDonald for the information. Thursday he has a visit planned to a local vendor.

IX. Items for Board Action - Resolutions

Resolutions P1-P3

APPROVAL OF LEAVE OF ABSENCE WITH PAY 04/01/14 – 06/30/14

P1. RESOLVED that the Rochelle Park Board of Education approves the Leave of Absence with Pay for Employee #52500 for the period April 1, 2014 through June 30, 2014 pending her retirement.

Motion by Mrs. Leakas, second by Mrs. Lauerman,
Roll Call 7-0
Motion Carried

P2. RESOLVED that the Board of Education authorize the Interim Superintendent to submit the Application for Funding entitled Instructional Improvement System (IIS) Grant Program 14-RT04-A01 for the period July 1, 2014 – November 30, 2015 to the New Jersey Department of Education.

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

P3. RESOLVED that the Board of Education authorize the Interim Superintendent to submit the Application to participate in the Innovate NJ Initiative Program for the period July 1, 2014 –June 30, 2015 to the New Jersey Department of Education.

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

Resolutions F1-F3

F1. RESOLVED: that the Rochelle Park Board of Education approve the April 2014 – Capital Projects Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills- Fund 11

B.	Regular Bills – Fund 20	
C.	Capital Projects-Fund 30	\$67,667.05
D.	Debt Service- Fund 40	
E.	Food Service- Fund 50	
F.	Enterprise- Fund 51	
TOTAL DISBURSEMENTS		\$67,667.05

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

F2. RESOLVED: that the Rochelle Park Board of Education approves the withdrawal from Capital Reserve in the amount of \$325.00 to fund the amount of the referendum projects not financed with serial bonds.

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

F3. 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
Maywood-Rochelle Park Girls Softball	Softball Field- 6:00 PM-8:00 PM Saturdays 9:00AM- 6:00 PM and Sunday12:00 Noon -6:00 PM Games and Practices.	Saturday, March 15, 2014-Saturday, August 2, 2014	None

**Motion by Mr. Allos, second by Mrs. Cravello
Roll Call 7-0**

X. Other Business:

XI. 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. Buyck, seconded by Mrs. Lauerma, to open public comment at 8:08 p.m.
Roll Call 7-0
Motion Carried

Continued from the OEM presentation.

Mrs. Maurer - Patton Ct asked what would happen for the 10 years in between incidents- would it sit idle. What would the monthly maintenance on the building cost?

Mr. Donatello -stated that in the last few years they were activated 3 or 4 times.
Chief Flannelly – added we need to have it for several reasons; we are going to do this, (build a building).
Mr. Donatello - stated that the municipal building becomes an island.
Mrs. Lauerman- stated that we are not the only town with this problem, what do the other towns do.
Chief Flannelly -stated their buildings are not in a flood zone.
D. Rosholt - asked if BOE approves how long would it take to build?
Chief Flannelly didn't know the answer at this time.
T. Leakas- asked the cost and where will the money come from
Chief Flannelly- stated he didn't know yet.
Mr. Verhasselt Forest Pl- stated he was glad they came to this conclusion- In 2010 the Board then had a discussion regarding the town using the school during emergencies. It was mentioned that the town should do something so that the school wasn't always impacted. He asked if this building would alleviate the need to use the school. He stated it should not be free, school should see some financial gain. Build it so that all your needs are met- shelter, parking, you have access to William St from both ends
Mr. Donatello- explained that in a non-flood emergency the Municipal Building could be used as in the case several years ago with an incident in Maywood- it was the middle of the night- had no other choice. He stated he never heard of this option before.
Mr. Valenzuela reiterated that he also never heard of this.
Mr. Verhasselt again stated the issue was raised in 2010.
T. Glennon- asked if it would disrupt school.
Chief Flannelly- stated they would try to do it over the summer
Mr. Verhasselt- asked why not bigger- paper quoted trainings would be held there.
Chief Flannelly- will not be used as a training facility
Mr. Valenzuela- explained initially the possibility was for dual purpose- benefit to community – recreation- after discussion – due to equipment being stored there could not use it for other purposes.
Mr. Quinn Peek St- plan for something that has room to grow.
Mrs. Pascarella- asked what a shelter in place is. If you use the school does that mean that school doesn't open?
Mr. Donatello stated we say shelter we don't shelter it's a holding area and we rely on county and red cross. People are bused to county run shelters we are a holding area, minimal use.
Mrs. Pascarella- Still closes down school
Mr. Donatello – school still closes we were out of their building for Irene prior to school opening- Floyd school would not have been able to open with the impact to the town.
S.Somershaker- what about Food- Sacred Heart gives out food?
Mr. Donatello - we partner with them to supply food we did that in Teterboro during Sandy.
President Esposito- stated we were going to wrap this up- Board will discuss this and get back to you.
Mr. Verhasselt – added to his previous conversation stating that the Board did offer this exact piece of property to stop the infringement on educating students.

Mr. Trawinski Forest Pl- asked if the referendum committee was going to have another meeting possibly with the Board of Education
President Esposito- stated they were speaking about that today, will have a meeting in a week or two. He noted that you can't combine the two groups. The way it works is the Building and Grounds committee brings the information to the Board of Education.
Mr. Trawinski- inquired about the bids and if the meeting would be prior to the bids going out or after.
Mrs. Werner responded with bid information previously mentioned in her report.

Motion by Mrs. Cravello, seconded by Mrs. Lauerman, to close public comment at 8:46 p.m.
Roll Call 7-0
Motion Carried

XII. Announcements:

The next Regular Meeting will be held on Monday, April 21, 2014 at 7:30 PM in the Media Center.

XIII. 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. Buyck, seconded by Mrs. Leakas, to open Executive Session at 8:56 p.m.
Roll Call 7-0
Motion Carried

Motion by Mr. Allos, seconded by Mrs. Cravello, to close Executive Session at 10:15 p.m.
Roll Call 7-0
Motion Carried

Motion by Mrs. Lauerman, seconded by Mr. Scully, to resume Caucus Meeting Agenda at 10:16 p.m.
Roll Call 7-0
Motion Carried

XIV. Adjournment

Motion by Mrs. Cravello, seconded by Mrs. Lauerman, to adjourn meeting at 10:17 p.m.
Roll Call 7-0
Motion Carried