

**Rochelle Park Board of Education
Caucus Meeting– 7:00 P.M.
October 5, 2009**

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

Board Members	Present	Absent
Mrs. Barbara Ann Maurer, Vice President	X	
Mr. Sam Allos	X	
Mrs. Teresa Cravello	X	
Mr. Jay Esposito	X	
Mr. Frank Madden	X	
Mr. Robert Verhasselt	X	
Mrs. Patricia Bilka, President	X	

Others present:

- Catherine Mozak, Interim Superintendent
- Theresa Guastello, School Business Administrator/Board Secretary
- Jacquelyn Cochran, Interim 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.

Discussion of 2009-2010 School Year Goals

- Ms. Mozak listed the district’s proficiency averages. She reviewed activities that would be done to achieve the district’s goals in Math. She discussed the rationale for purchasing new Math series for Pre-K, Kindergarten and Grade 1. She also requested the purchase of software for Math drills.
- With regard to the Literacy goal, Ms. Mozak suggested that *No Child Left Behind* funds should be used for professional development writing workshops. She felt that workshops held in district were more hands on and therefore more beneficial. She also noted that writing rubrics should be grade level appropriate.
- Student incentive sheets were revamped and expectations were raised.

- Mr. Verhasselt asked what the cost for these proposals were. Ms. Mozak responded that the only significant cost was for Math books which would come from breakage on the recently hired Spanish teacher.

IV. Interim Superintendent's Report

- Ms. Mozak showed the video from the New Jersey State Department of Education entitled "How Should You Introduce Yourself in the 21st Century".
- There will be a resolution on the regular agenda to approve several workshops for staff members.
- There will be a resolution to reapprove the Kindergarten field trip to the Rochelle Park Fire Department on October 15th which was rescheduled.
- Ms. Mozak stated she will be making a public statement and hearing on the Violence and Vandalism Report for the 2008-2009 school year. In addition, School Violence Awareness Week will be held from October 19 – 23, 2009. Ms. Cochran will report on the activities of that week in the November Principal's report.
- There will be a resolution for a second reading and approval on Policies #1220, #3159, and #8760 and an additional resolution on the agenda for a first reading that was submitted for review.
- Ms. Mozak congratulated our 2009-2010 Student Council Officers.
- There will be a resolution to accept the Nursing Services Plan for the 2009-2010 school year. The report will be filed with the County Office as per policy.
- Ms. Mozak contacted a woman recommended by Mrs. Cravello who has a dog that clears areas of geese. Ms. Mozak discussed the cost. There was a discussion that the current policy should be changed to allow licensed dogs on the property. Mrs. Guastello was also asked to get prices from other professional dog handlers.

V. Interim Principal's Report

- Ms. Cochran reported that Back-to-School Night was held on Thursday, September 24, 2009.
- Ms. Cochran reported that the Writing Project will be implemented in Pre-K to Grade 2 starting Wednesday, October 14th and will meet once a month over the next five months excluding January.
- The PTA provided a cultural arts presentation for all grade levels on Monday, September 28th.
- Ms. Cochran submitted the lists of The Student of the Week/ Month and the new officers of the Student Council.
- Ms. Cochran reported that the weekly math contests have been implemented and they are usually aligned with the material covered in the classroom. Also Ms. Cochran reported the individual meetings have been held with grades three to eight to promote better student behavior during recess and lunch. Mrs. Cravello asked about the possibility of having a teacher in the cafeteria. Ms. Cochran

responded that no teacher has a free period during that time. Mrs. Cravello also stated that the feedback from some of the students was very positive towards Ms. Cochran.

- Ms. Cochran stated that she will continue to seek ways to improve student behavior in the cafeteria. Monitoring of the cafeteria will continue to help the aides implement the guidelines for recess and cafeteria supervision that have been developed. Ms. Cochran also stated that she is working on a procedure whereby students in grades six to eight can sign up for a recess/lunch media center pass that would enable them to do research, study, finish assignments etc.
- Ms. Cochran reported that there were 8 school detentions.
- Ms. Cochran noted that she visited all the classrooms in the building on her first day and was introduced to the staff and the students.
- Ms. Cochran reported that with the support of the first and second grade parents, “Rainy Day” bags have been implemented when inclement weather prevents the students from going outside.

VI. Business Administrator’s Report

- There will be a resolution on the agenda to approve the annual Comprehensive Maintenance Plan.
- Mrs. Guastello reported that the auditors are in the district and will probably be here for the next two weeks.
- Mrs. Guastello reported that she had obtained 3 quotes to have the rear yard fenced in on 3 sides. The lowest quote was \$16,000.
- Mrs. Guastello reported that the “A” bus has been late for several afternoon pick-ups. The company is training a new driver for the route. At this time Mrs. Guastello distributed the “Code of Ethics” to school Board Members and conducted a brief discussion.

VII. Reports – Committee Action Items – held for the regular meeting

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

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

None

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. Allos, seconded by Mr. Madden, to open public comment at 8:25 p.m.

Roll Call 7-0
Motion carried

Mr. Valenzuela, residing at 123 Becker Avenue stated that Rochelle Park Township is looking for a new Township Administrator.

Mrs. Grieco, residing in Rochelle Park, asked where was the intruder and also where the 4th, 5th and 6th graders at the time. Ms. Mozak replied that they are spread out around the field but they don't sit on the baseball bleachers.

Motion by Mrs. Cravello, seconded by Mr. Esposito, to close public comment at 8:30 p.m.

Roll Call 7-0
Motion carried

XI. Announcements:

The next Joint Boards Meeting will be held on Tuesday, October 6, 2009 at 7:30 P.M. in the Hackensack High School Library. The next Regular Meeting will be held on Tuesday, October 13, 2009, at 8 P.M. in the Media Center. The next Caucus Meeting will be held on Monday, November 2, 2009 at 7:30 P.M. in the Media Center.

XII. Executive Session Announcement (if needed)

WHEREAS, the Rochelle Park Board of Education (hereinafter referred to as the "Board") from time to time must convene into Executive Session to discuss confidential matters including but not limited to personnel issues, legal matters, student issues and labor negotiations.

WHEREAS, the Board has on its agenda for the meeting being held on October 5, 2009, issues relating to personnel, which must be discussed in a confidential closed session.

NOW THEREFORE BE IT RESOLVED, the Board shall move into Executive Session to discuss the above referenced matter.

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 Mr. Madden, seconded by Mr. Esposito, to open Executive Session at 8:30 p.m.

Roll Call 7-0
Motion carried

Motion by Mr. Madden, seconded by Mr. Esposito, to close Executive Session at 9:11 p.m.

Roll Call 7-0
Motion carried

XIII. Adjournment

Motion by Mr. Allos, seconded by Mr. Madden, to adjourn meeting at 9:12 p.m.

Roll Call 7-0
Motion carried