

Rochelle Park Board of Education

Executive Session 6:30 PM
Regular Meeting 7:30 P.M
October 17, 2023

I. CALL TO ORDER

Mr. Trawinski

II. ROLL CALL

Mrs. Kobylarz

Board Member	Present	Absent
Mr. Scott Kral, Vice President	X	
Mrs. Teresa Judge-Cravello	X	
Mr. Joseph Marolda	X	
Mr. Jorge Martinez Jr.	X	
Ms. Elaine Rainone	X	
Mr. Charles Schaadt	X	
Mr. Matt Trawinski, President	X	

Others Present:

Dr. Sue DeNobile, Superintendent of Schools
Dr. James Riley, Business Administrator/Board Secretary
Mrs. Cara Hurd, Director of Curriculum & Instruction
Mrs. Rebecca Garcia, Director of Special Services
Dr. Courtney Carmichael, Principal of Midland School
Mr. Mark Wenczel, Board Attorney
Mrs. Ellen Kobylarz, Board Recording Secretary

III. MEETING NOTICE STATEMENT

Mr. Trawinski

In accordance with Chapter 231, Public Law 1975 of the Open Public Meetings Act, adequate notice of this meeting has been provided as specified in the Act. Notices announcing the date, time and place for this Regular Meeting were sent at least 48 hours prior to the time of this meeting to all concerned individuals, associations and sent to the, The Record, and The Our Town, posted on the District website.

IV. EXECUTIVE SESSION

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss confidential matters pursuant to NJSA 10:4-12 which include personnel, legal matters, policy, HIB, and safety.

V. CALL TO ORDER (return to public meeting)

Mr. Trawinski

President Trawinski called the meeting to order at 7:35PM

VI. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

VII. REPORTS AND PRESENTATIONS

A. Superintendent: Dr. DeNobile reminded the public that the time to speak was during the public sessions. First we would like to get through the reports. There will be three presentations tonight,

two are required by statute that the district must report on. The first will be the NJSLA spring assessments results. The second being the annual HIB report. Dr. DeNobile then read a statement regarding the recent event that occurred.

- B. Business Administrator Dr. Riley was happy to announce the district received a letter regarding the ROD grant, which was approved for the amount of \$430,764.00 the state will be responsible for 40% or \$172,187.00 The grant is to fix the gym area HVAC and roof.
- C. Director of Curriculum and Instruction: Mrs. Hurd gave the NJSLA Spring 2023 Administration Report. The report will be uploaded to the website. If parents have any questions please feel free to contact Mrs. Hurd. The test scores are analyzed by the administration and teachers, it allows the district to look for strengths and weaknesses, and compare student growth from one year to the next. Mrs. Hurd's presentation also includes the many supports the district has put in place to help students do better and meet their needs.
- D. Principal: Dr. Carmichael thanked the PTO for a fabulous Trunk or Treat event on Sunday. They will also be hosting a Halloween dance for middle school students. Next Dr. Carmichael reported on the HIB Self Assessment results which are mandated by the state to be reported each year. There are a number of activities that the district is already working on that support students with harassment, intimidation and bullying. We have wellness activities, Week of Respect, SEL periods with a program called Silas. Mrs. Lesniak, our Guidance Counselor, goes into classrooms and gives lessons on HIB. Last week was Week of Respect and this week is School Violence Awareness Week. You will see some staff members wearing tie-dye clothing. Today we say "Peace Out" to Violence. Tomorrow is wear comfortable attire because everyone should feel comfortable at Midland. Just some of the ways to bring awareness. The school has a School Safety & Climate Team that analyzes data patterns. We try to improve our school Spirit, in fact next month we have a pep rally planned to support our school teams. Improving culture and climate, empowering teachers, expanding our wellness program. Positive office referrals. Dr. Carmichael likes to send positive emails home and positive office referrals pointing out a positive thing a student has done. Instead of always the negative. Midland Pride and how to strive to be Positive, Respectful, Inspirational, Dedicated, Be Excellent.
- E. Director of Special Services Mrs. Garcia reminded the public that Family Bingo Night will be held tomorrow night. Doors open at 6:15 for grades Prek-4, students must be accompanied by an adult. This is being hosted by our Wellness program. A flier will be sent out for the Special Education Advisory group. First meeting will be held in November. You don't have to have a Special Education student to be part of the group. Mrs. Garcia's Intern Ms. Quinones from Rutgers gave a presentation on Hispanic Heritage Month as part of a character ed program. Students in Kndg to 3rd Grade made colorful flags representing all Hispanic Countries. In addition to reading to the students. Grades 3-5 watched a presentation on Hispanic Heritage month which highlighted different celebrations. Ms. Quinones also asked students to speak on the celebrations they honor in conjunction with their heritages outside of the hispanic community. Grades 6-8 were treated to a presentation on Hero's and Salsa dancing. Highlighting Ellen Ochoa an engineer, first hispanic astronaut and former director of the Johnson Space Center, and Celia Cruz a very popular latin salsa singing artist.
- F. Board Committees, as needed:
 - Curriculum, no report at this time
 - Finance, no report Mr. Martinez thanked Dr. Riley and the Administration for being awarded the Rod Grant
 - Facilities, Mr. Kral reiterated that no bikes and skateboards should be on the basketball courts. Please keep them outside of the fenced area. That also goes for Pets. He also thanked the administration for the Rod Grant and was happy to see the Gymnasium work would be getting done.
 - Personnel, nothing additional to add

Policy Mrs. Judge Cravello stated the playground resolution is up for a second read and adoption tonight no changes have been made since the 1st reading.

G. Board Liaison:

NJSBA/BCASA, Mr. Martinez reported on the NJSBA meeting that occurred on October 3rd. The topic was parental rights and public education. In attendance along with Mr. Martinez was Mrs. Judge Cravello and Mr. Trawinski

Joint Boards, Mrs. Judge Cravello attended the Joint Boards meeting last night at the high school. Once a year they hold a Joint Boards meeting and invite the sending districts. They gave an overview of the construction projects currently underway. Main entrance has been enhanced, HVAC units updated, cafeteria, tennis courts and a new field house along with some work on the field. The number of AP students is higher this year than ever before. There was a presentation for Hispanic History month. Two of the students were asked who is your hero and the first mentioned Ellen Ochoa. The second said her mother, who came to this country, raised both her children on her own and made sure they had what they needed. The student said they have a wonderful life here. Mrs. Judge Cravello stated it was very touching story, and she thought it was wonderful that the student chose her mother as her hero.

Municipality Mr. Kral stated rec basketball sign ups have opened. Ragamuffin Parade will be October 28th.

VIII. PUBLIC COMMENT (Agenda Items Only)

The Board of Education reserves the right to hold public comment on agenda items, at its discretion, at its regular monthly public meetings. Public comment will be limited to three minutes per person. Citizens should come to the podium, sign in, and give their name and address when recognized to speak.

No one from the public chose to speak at this time.

IX. ITEMS FOR BOARD ACTION - Resolutions

ROUTINE MATTERS:

R1 - R4

R1. Approval of Minutes

Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Superintendent, the Board of Education approves the minutes of the following meeting(s):

September 26, 2023 Regular Meeting and Executive Session

R2. Attendance

RESOLVED: that the Rochelle Park Board of Education approves the attendance report for the month of September 2023 as listed:

Enrollment

Midland School 468

Hackensack H.S. 139

Academies/Technical Schools 53

Totals 660

Pupil Attendance

Possible Days 7873
Days Present 7632
Days Absent 241
% Present 96.9%
% Absent 3.1%

Teacher Attendance

Possible Days 1121
Days Present 1097.5
Days Absent 23.5
% Present 97.9%
% Absent 2.1%

R3. Emergency & Crisis Situations

RESOLVED: that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of September 2023 for the Rochelle Park School District.

Fire Drill- September 12, 2023

Non-Fire Evacuation Drill- September 15, 2023

R4. Harassment Intimidation and Bullying

RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the following HIB Report for September 2023 on behalf of the Rochelle Park School District.

September 2023

Reported Cases: 5

Number of Cases open: 0

Number of Cases closed: 5

Number of Incidents determined to be HIB: 2

School Suspensions: 2

R1 - R4. Motion: Mr. Kral Second: Mr. Schaadt

Roll Call 7-0 Motions Carried

ADMINISTRATION

A1 - A2

A1. Anti-Bullying Bill of Rights Act

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the submission of the School Self-Assessment for Determining Grades under the Anti Bullying Bill of Rights to the New Jersey Department of Education.

A2. New Jersey Quality Single Accountability Continuum District Performance Review

RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education authorizes the submission of the NJ Quality Single Accountability Continuum District Performance Review (DPR) for the 2023-2024 School Year and Statement of Assurance to the New Jersey Department of Education.

A1 - A2 Motion: Ms. Rainone Second: Mr. Martinez Jr.

Roll Call 7-0 Motions Carried

CURRICULUM AND INSTRUCTION

C1 - C3

C1. Field Trip

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following listed field trips for the 2023-2024 school year.

	Grade Level	Location	Date	Cost
a.	4th Grade	Meadowlands Environmental Center	6/6/2024	\$18.00 per student plus transportation TBD
b.	3rd Grade	Newark Museum of Art	4/25/2024	\$ 15.00 per student plus transportation TBD
c.	Kdg	Fire House	10/27/2023 Rain date 11/3/2023	N/A
d.	Self Contained 6-8	Rochelle Park Library	10/24/23 Rain date 10/25/23	N/A

C2. Professional Development

RESOLVED: upon the recommendation of the Superintendent, that the Board of Education approve the participation of the person named at the following workshop/conference during the 2023-2024 school year.

	Name	Workshop/Conference	Date	Cost *	Account
a	Meghan Mallon	Holocaust& Genocide Educators Workshop	12/06/2023	N/A	
b	Maria Geiselhart	NJAAP 32 Annual School Health Conf.	10/18/2023	\$235.00	20-231-200-500-000
c	Stephanie Savoia	Helping English Learners Exit your ELL program	11/7/2023	\$279.00	Title III -paid by consortium agreement
d	Rebecca Garcia	Special Ed: Director's Toolkit	11/17/2023	N/A	
e	Rex Leka	IPM	10/27/2023	N/A	
f	Angela Jacobus	New Jersey AI Literacy Summit	12/11/2023	N/A	
g	Lisa Fletcher	New Jersey AI LLiteracy Summit	12/11/2023	N/A	

*Travel costs in accordance with OMB guidelines

C3. Class Trip

RESOLVED: on the recommendation of the Superintendent, the Board of Education recognizes the 8th Grade trip to Washington DC for June 5, 2024 through June 7, 2024, previously approved on the August 29, 2023 and September 26, 2023 agendas, shall be re-approved with the distinction of the trip as a Class Trip in accordance with District Policy and Regulation 5850 Social Events and Class Trips.

C1 - C3 Motion: Mrs. Judge Cravello Second: Mrs. Rainone

Discussion: Mr. Trawinski asked for clarification on resolution C3.

Dr. DeNobile explained that it was previously approved under the heading of Field Trip. Policy speaks in different terms when addressing field trips over class trips. To follow policy this resolution needed to be under the heading of a class trip. The change relates to staff overnight payment, background checks, curriculum and instruction components.

Roll Call 7-0 Motions Carried

FINANCE

F1 - F7

F1. Payment of Goods and Services

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the payment of bills and mandatory payments dated October 17, 2023 in the total amount of \$223,605.

F2. Check Run

RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education, authorizes a check run for the month of November 2023 with the amounts to be approved at the November 2023 meeting.

F3. Special Class Placement-Out of District Tuition

RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the following Out of District tuition placements for the 2023-2024 school year based on the student’s IEP. .

Out of District Student Tuition 2023-2024

	CST #	Placement	Tuition*	Account
a	0789	RiverDell School District	\$29,600.00	20-250-100-560-000

*Tuition amounts to be updated upon receipt of contracts

F4. Comprehensive Maintenance Plan/M1

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public-school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Rochelle Park Board of Education are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid;

NOW THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent, that the Rochelle Park Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Rochelle Park Board of Education in compliance with Department of Education requirements.

F5. BOT-2 Program for Fine Motor Skills

RESOLVED: upon the recommendation of the Superintendent of Schools, the Rochelle Park Board of Education approves the purchase of BOT-2 Fine motor record forms, BOE-2 Complete Form/Fine Motor Form response Booklet, Beery VMI 6h edition Visual Perception Forms, Beery VMI 6th edition Motor Coordination forms, Beery 6th edition Full Forms Ages 2-100. M-Fun-PS Ages 4:0-7:11 Forms Bundle protocols through Pearson Q-global. The invoice total of \$498.10 Account #11-000-219-600-000

F6. Approval of the Annual Health and Safety Checklist

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approve the submission of the Annual Health and Safety Evaluation of School Buildings Checklist to the County Office.

F7. Standard Operating Procedures

BE IT RESOLVED that N.J.A.C. 6A:23A-6.5 requires school districts to evaluate business processes annually to ensure that a strong control environment exists in which sound segregation of duties are in place and allocated amongst available resources appropriately.

BE IT FURTHER RESOLVED that N.J.A.C. 6A:23A-6.6 requires school districts to establish standard operating procedures for each task or function of the business operations of the district and that district employees are aware of such procedures.

NOW THEREFORE BE IT RESOLVED that the Board of Education approve a standard operating procedures and internal controls manual. The manual will be updated and modified as needed, as recommended by the superintendent.

F1 - F7 Motion: Mrs. Judge Cravello Second: Mr. Marolda
Roll Call 7-0 Motions Carried

PERSONNEL

P1 - P6

P1. School Culture and Climate Team

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following individuals to the School Culture and Climate Team for the 2022-2023 school year.

a) Klaudia Lesniak

- b) Courtney Carmichael
- c) Vanessa Aiello
- d) Savannah Orta
- e) Keely Coffey
- f) Meghan Mallon
- g) Jessica DeFalco
- h) Lt. Stapleton, SRO

P2. Resignations

Upon the recommendation of the Superintendent, the Board of Education approves the following resignations effective for the dates listed below.

	Name	Role	Effective Date of Resignation	Comment(s)
1.	Patrica Daubner	Lunch Aide	10/2/2023	We wish Mrs. Daubner all the best in her future endeavors.

P3. Coaches/Advisors/Stipends

Upon the recommendation of the Superintendent, the Board of Education approves the following coaching/advisor/stipend positions, effective for the dates listed below.

	Name	Role	Salary	Start Date	End Date	Account
1.	Christopher Pezzuti	Basketball Coach- Boys	\$1,531.00	9/7/2023	6/22/2024	11-402-100-100-000
2.	Christopher Pezzuti	Basketball Coach- Girls	\$1,531.00	9/7/2023	6/22/2024	11-402-100-100-000
3.	Lisa Fletcher	Accompanist not to exceed 30 hours	\$33.00/hr	9/7/2023	6/22/2024	11-401-100-100-000
4.	10000055	JrNHS Faculty Advisor	\$165.00	9/7/2023	6/22/2024	11-401-100-100-000
5.	10008656	JrNHS Faculty Advisor	\$165.00	9/7/2023	6/22/2024	11-401-100-100-000
6.	Jennifer O'Brien (PE)	Volleyball Coach	\$1,635.00	9/7/2023	6/22/2024	11-402-100-100-000

P4. Suspension of Employment

RESOLVED: upon the recommendation of the Superintendent, the Board of Education immediately suspends employee #83596973.

P5. Rescind Appointment of Advisor

RESOLVED: upon the recommendation of the Superintendent, the Board of Education immediately rescinds the appointment of employee #83596973 as Grade 8 Advisor.

P6. Termination

RESOLVED: upon the recommendation of the Superintendent, the Board of Education immediately terminates employee #40393.

P1 - P6 Motion: Mr. Kral Second: Mr. Martinez Jr.

Discussion: Mr. Kral P2#1 Thanked Mrs. Daubner for your years of service. Going to miss her smile around this place, a sweetheart of a lady. Mrs. Judge Cravello has known Mrs. Daubner for a long time. Thanked her for her dedication to the students. She also thanked the School Culture and Climate Team for getting involved in the school community.

Roll Call 7-0 Motions Carried

POLICY AND REGULATION

P&R1. Approval of Adoption of Policies (Second Reading)

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a second reading and adoption of the following Policies and Regulations.

- a. R7513 Rules for Playground Conduct

P&R1 Motion: Mrs. Rainone Second: Mr. Kral

Roll Call 7-0 Motions Carried

X. Public Comment (Agenda and non-agenda items)

The Board of Education reserves the right to hold public comment on agenda and non-agenda items, at its discretion, at its regular monthly public meetings. Public comment will be limited to three minutes per person. Citizens should come to the podium, sign in, and give their name and address when recognized to speak.

Mrs. Fletcher, Teacher and RPEA President- Stated she is here with the teachers to show our support and to thank Dr. DeNobile for the support she has provided to the staff, teacher's and team as we all navigate through this difficult time.

Mr. Mosca, Marinus St- had questions related to one person having a prior arrest. He questioned the board in their statement that we fingerprint all new hires, and is that true. He has a message on his phone from NJ.com that a member of the Board has a DUI here in Rochelle Park. He feels someone should make a statement and this person should resign. He also has the Police report. Last year he asked if his kids who are homeschooled and wanted to play school sports could they and was told no. He doesn't know if the Superintendent went to the BOE with this or not. Where he teaches they can play. Is there anything in the rules?

Mr. Wenzel, Board attorney, stated that people have the right to ask questions but the board doesn't have to answer. There is no back and forth of questions and answers. You have a right to your comments.

Mr. Trawinski added we cannot comment on personal things that happen outside of the area of the position. The discussion between Mr. Mosca and Mr. Trawinski continued and had no relevance regarding the agenda.

Mrs. Tivado, Berdan St.

How is Midland School not getting prior knowledge? Are the teachers involved allowed on school grounds, was there any talk with the teachers, anyway to prevent this happening again. The letter stated there would be a school based resource where students can go to speak to someone but, the letter never mentioned who they could speak to. Are more security measures are being taken, any other investigation done or other factors that this occurred on school grounds

Mr. Trawinski- Stated we had no prior knowledge, only what the Prosecutors office gave us. We have no knowledge of a prior record. All people are fingerprinted prior to hiring.

Mr. Wenzel Board Attorney: Gave the general process of an initial background check of any employee in the school district. First it's an employee's duty to tell the district themselves, and then the Office of Student Protection promptly makes a notification to the Superintendent. That's the system which all schools in New Jersey follow. Upon receipt of that information the district takes prompt action.

Dr. DeNobile- Stated on the morning of the day following the notification a faculty meeting was held prior to school opening that day. As with any time a student may need assistance, the first person they should talk to is their classroom teacher. In addition to that the school employs a school psychologist, a wellness coordinator, and other support staff that can assist any child at any time. The district when requested by a family can also supply outside resource recommendations for additional support.

Mrs. Portillo Ward St- concerned regarding the situation. Her child was very close to this person. She wants to know if any children from the school are involved. Any internal investigation, going on, was there anything on the school computers?

Dr. DeNobile- stated, she did make a comment earlier, and so she reiterated at no time has there been notification from the county office regarding the safety of our students, at no time has our school environment been an area of concern regarding our students.

Mrs Reilly- Chestnut Ave - asked if the teacher will be replaced with another teacher or a substitute teacher. The students are currently working on a big project. How are they being graded?

Dr. DeNobile stated as with any situation where a teacher can't be in the classroom we will first provide a substitute teacher, then we will post for a long term leave replacement. Dr. DeNobile also stated that Dr. Carmichael is overseeing the lesson plans and assessments with the substitutes. She also has a background in Social Studies.

Dr. DeNobile encouraged the parents to reach out to Dr. Carmichael with any questions regarding curriculum or grading for that class.

Mrs. Abraham Forest Pl- Stated she completely understands the Boards position as she has been on that side of the table, she gets that you can't tell us more. However on this side, we as parents are scared and afraid. It's very tricky to navigate as parents and we need to be careful too in what we say to our children. We don't know what to think or what to do, this is the frustration. On a positive note she can say her middle school child was excited that the Principal was watching their project videos. She has a child here and two others that have graduated from Midland. She is also not sure that a child would speak to an adult about a situation. She knows that the school only knows so much and parents want more.

Mrs. Sereday Peek St. Appreciates the teachers being here, and she comes to a lot of meetings. Asking if the BOE meeting can be live streamed, then teachers don't have to be out till nine pm and busy parents don't have to rush to get here. With regard to the recent development there's a

lot of information out there, is there a place we can be directed to regarding the investigation, would we be allowed to contact them. We are scared.

Dr. DeNobile again referred to her previous statement.

XI. Announcements

The next regular Board of Education meeting will be held on November 28, 2023 at 7:30 P.M. in the Gymnasium, Executive Session will be held prior to the regular meeting at 6:30 P.M.

XII. Executive Session (if necessary)

Be it resolved that the Rochelle Park Board of Education will convene in a second Executive Session to discuss confidential matters pursuant to NJSA 10:4-12 which include HIB, personnel, legal matters, policy, and safety. Action will not be taken.

XIII. Adjournment

The public portion of the meeting was adjourned at 8:37 PM all in favor.

The Board of Education 2nd executive session was adjourned at 9:50 PM all in favor.

This document is subject to additions, withdrawals and modifications without notice.

Amended 10/17/2023