

**Rochelle Park Board of Education  
Regular Meeting– 8:00 P.M.  
March 12, 2012**

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

Board Members	Present	Absent
Mr. Robert Verhasselt, Vice President		
Mr. Sam Allos		
Mrs. Teresa Cravello		
Mr. Jay Esposito		
Mr. Mark Scully		
Mrs. Maria Lauerman		
Mrs. Patricia Bilka, President		

Others present:

- Bert Ammerman, Interim Superintendent
- 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 Star Ledger, The Record and The Our Town, in accordance with Chapter 231, P.L. 1975.”

**IV. Superintendent’s Report**

**V. Business Administrator’s Report**

**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 \_\_\_\_\_, seconded by \_\_\_\_\_, to open public comment at \_\_\_\_\_ p.m.

Roll Call

RV SA TC JE ML MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close public comment at \_\_\_\_\_ p.m.

Roll Call

RV SA TC JE ML MS PB

**VII. Items for Board Action - Resolutions**

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

**ROUTINE MATTERS RESOLUTIONS 1-3**

**POLICY #0168 – APPROVAL OF BOARD MINUTES**

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

- February 6, 2012 Caucus Meeting & Executive Session**
- February 13, 2012 Regular Meeting**
- February 29, 2012 Special Public Meeting**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

**POLICY #5200 - ATTENDANCE**

**R2. RESOLVED: that the Board of Education approves the attendance report for the month of February 2012 as listed:**

<b><u>Enrollment</u></b>		<b><u>Left</u></b>	<b><u>Entered</u></b>
Midland School	<b>467</b>		<b>1- Kndg.</b>
Hackensack H.S.	<b>127</b>		
Academies/ Technical Schools	<b><u>10</u></b>		
<b>Total</b>	<b>604</b>		
<b><u>Pupil Attendance</u></b>		<b><u>Teacher Attendance</u></b>	
Possible Days	<b>8401</b>	Possible Days	<b>891.1</b>
Days Present	<b>8005.5</b>	Days Present	<b>860.6</b>
Days Absent	<b>395.05</b>	Days Absent	<b>30.5</b>
% Present	<b>95.2%</b>	% Present	<b>96.5%</b>
% Absent	<b>4.8%</b>	% Absent	<b>3.5%</b>

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

**POLICY #2431 – ATHLETIC COMPETITION**

**R3. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the 2012 Baseball and Softball Schedules as presented.**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

**PERSONNEL- RESOLUTIONS 1-2**

**POLICY #3240 - PROFESSIONAL DEVELOPMENT**

**P1. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:

E. Rainone, A. Cahill & B. Loverich to attend “Professional Learning Communities” on March 12, 2012 at the Passaic County Public Safety Academy, no cost to the district for registration.

L. Fletcher, B. Stack & D. Repka to attend “Making Meaningful Connections” on March 14 & March 27, 2012 in Paramus at no cost to the district for registration.

J. Grossman to visit an exemplary Middle School “Black River” in Chester NJ, run by Department of Education Bergen County Office, on March 22, 2012, at no cost to the district for registration.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

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

**\*P2. RESOLVED:** on the recommendation of the Superintendent that the Board of Education appoints Raymond Soff Jr. to the position of Maternity Leave replacement 4<sup>th</sup> Grade Teacher (no benefits) starting on or before April 20, 2012 until the end of the 2011-2012 school year on BA, Step 1 salary to be determined upon settlement of the master contract for the 2011- 2012 school year.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

**FINANCE AND INSURANCE- RESOLUTIONS- F1-F10**

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

**Public Hearing on the 2012-2013 School Year Budget**

**F1. RESOLVED,** that the Rochelle Park Board of Education establish the date of March 28, 2012 for the public hearing on the 2012-2013 school budget. The meeting is to be held at the Midland School Media Center at 7:00 P.M.

Motion by \_\_\_\_\_ , seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

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

**F2. RESOLVED, that the Rochelle Park Board of Education approves the March 2012 Bill List as approved by the Finance Committee, attached and listed below:**

A. Regular Bills - Fund 11	\$467,699.72
B. Regular Bills - Fund 20	\$ 15,339.80
C. Capital Projects - Fund 30	\$ 0
D. Debt Service – Fund 40	\$ 0
E. Food Service – Fund 50	\$ 17,396.69
F. Enterprise - Fund 51	350.74
<b>TOTAL PAYMENTS FOR MARCH</b>	<b><u>\$500,786.95</u></b>

<b>TOTAL DISBURSEMENTS</b>	<b><u>\$500,786.95</u></b>
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**SUPPORT DOCUMENT 1**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

**F3. RESOLVED, that the Rochelle Park Board of Education approves the March 2012, payroll in the amount of \$415,426.50.**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

**POLICY #6820 – FINANCIAL REPORTS**

**Monthly Budgetary Line Item Status Certifications**

**F4. 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 January 30, 2012 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 \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE MS MS PB

**Transfers**

**F5. RESOLVED**, that the Rochelle Park Board of Education approves the line item transfers for February 2012.

**SUPPORT DOCUMENT 2**

<i>Date</i>	<i>Source Account</i>	<i>Target Account</i>	<i>Comments</i>	<i>Amount</i>
2/30/12			See Attachment	\$52,582.00
			<b>TOTAL TRANSFERS</b>	<b>\$52,582.00</b>

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE MS MS PB

**Secretary's Report**

**F6. RESOLVED**, that the Rochelle Park Board of Education accepts the Board Secretary's Financial Report for the months January 2012.

**SUPPORT DOCUMENT 3**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE MS MS PB

**Treasurer's Report**

**F7. RESOLVED**, that the Rochelle Park Board of Education accepts the School Treasurer's Financial Report for the month of January 2012.

**SUPPORT DOCUMENT 4**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE MS MS PB

**F8. 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
<input type="checkbox"/>			

<b>Girl Scouts of America</b>	<b>GS Meeting/Sport Theme/Multi Purpose Room</b>	<b>Thursday, April 19, 2012 from 3:00 p.m. to 4:00 p.m.</b>	<b>None</b>
<b>8<sup>th</sup> Grade Parents</b>	<b>Meeting/Media Center</b>	<b>Wednesdays, March 14<sup>th</sup>, April 18<sup>th</sup>, &amp; May 9, 2012 from 7:00 PM to 8:00 PM.</b>	<b>None</b>
<b>PTA Fun Night</b>	<b>3<sup>rd</sup> – 5<sup>th</sup> Grade /Multi Purpose Room</b>	<b>Friday, April 20, 2012 from 6:30 PM to 8:30 PM</b>	<b>None</b>
<b>Rochelle Park Baseball</b>	<b>Spring Baseball workouts/Multi Purpose Room</b>	<b>Mar. 14<sup>th</sup> and 21st and April 3, 4, 16, 19, 24, 25, &amp; 26 from 6 PM to 9 PM.</b>	<b>None</b>
<b>Midland School PTA</b>	<b>General Meeting/Media Center</b>	<b>Thurs, April 5th 7:00 pm to 9:00 pm (rescheduled April 3<sup>rd</sup> Mtg. already approved)</b>	<b>None</b>
<b>RP Girl Scouts</b>	<b>Bingo/Multi Purpose Room</b>	<b>Friday, May 11th from 5:30 Pm to 10:00 PM (originally approved for Cub Scout event that was withdrawn)</b>	<b>None</b>
<b>Rochelle Park Baseball</b>	<b>Baseball/Ballfield</b>	<b>Sundays from March 25<sup>th</sup> through May 27, 2012 form 2:00 PM to 4:00 PM</b>	<b>None</b>
<b>A Flight Sports</b>	<b>Softball/Ballfield</b>	<b>Sundays from April 15, 2012 to July 8, 2012 form 8:00 AM to 12:00 PM</b>	<b>None</b>

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

**F9. Designation of Meetings (18A:10-6)**

WHEREAS, the Open Public Meetings Act requires the Board of Education to provide notice of regularly scheduled meetings within seven days following the Annual Organization Meeting of the Board.

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Township of Rochelle Park that the following notice of regularly scheduled meetings be adopted thru January 2013.

Notice is hereby given that a Caucus Meeting of the Board of Education of the Township of Rochelle Park will be held on or about the first Monday of each month at which, "***ACTION MAY BE TAKEN***," commencing at 7:00 P.M., prevailing time; provided that should a Meeting date fall on a holiday, said Meeting shall be held on the Tuesday immediately following such holiday.

Notice is hereby given that a Regular Meeting of the Board of Education of the Township of Rochelle Park will be held on or about the second Monday of each month commencing at 8:00 p.m., prevailing time.

BE IT FURTHER RESOLVED, that the aforesaid notice of regularly scheduled meetings be kept posted in the Midland School on the community bulletin board located outside the Main Office at 300 Rochelle Avenue, Rochelle Park, New Jersey.

BE IT FURTHER RESOLVED, that the aforesaid notice be mailed to The Record and The Our Town, the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act.

BE IT FURTHER RESOLVED, that the aforesaid notice be filed with the Clerk of the Township of Rochelle Park.

ROCHELLE PARK BOARD OF EDUCATION  
MEETING DATES May 2012- January 2013

Caucus Meetings will be held on the 2<sup>nd</sup> Monday of the month unless otherwise noted with the Public Meeting immediately following:

Caucus/Public	Monday, May 14, 2012	7:00 P.M.
Caucus/Public	Monday, June 11, 2012	7:00 P.M.
Caucus/Public	Monday, July 16, 2012	7:00 P.M.
Caucus/Public	Monday, August 13, 2012	7:00 P.M.
Caucus/Public	Monday, Sept. 17, 2012	7:00 P.M.
Caucus/Public	Monday, Oct. 9, 2012	7:00 P.M.
Caucus/Public	Monday, Nov. 12, 2012	7:00 P.M.
Caucus/Public	Monday, Dec. 10, 2012	7:00 P.M.

Annual Organization Meeting - Monday, Jan. 7, 2013-7:00 P.M.

NOTE: 1. Special Public Meetings where official action is taken will be scheduled as needed with proper notice.

2. Closed Executive Sessions with the public excluded for discussion of personnel, legal matters, negotiations, child placements or any other exception as defined in NJSA 10:4-12 will be authorized as needed by resolution during public meetings or by special notice.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

**Adoption of the 2012-2013 Tentative Budget**

**F10. Resolved, that the Rochelle Park Board of Education amend the resolution approved on February 29, 2012 and adopt the following tentative 2012-2013 school budget figure for submission to the Department of Education as required by NJ State Statute:**

**Total General Fund Budget: \$ 10,198,708.00 as follows:**

	<u>Budget</u>	<u>Tax Levy</u>
• Fund 11 Operating Expense	= \$ 10,120,487.00	-----
• Fund 12 Capital Outlay	= \$ <u>78,221.00</u>	-----
<b>TOTAL GENERAL FUND</b>	<b>= \$ 10,198,708.00</b>	<b>\$9,691,383.</b>
• Fund 20 Special Revenue (Federal Grants)	= \$ 111,000.00	-----
• Fund 40 Debt Service	= \$ <u>275,473.00</u>	<u>\$ 275,473.</u>
<b>TOTAL 2012-2013 SCHOOL YEAR BUDGET</b>	<b>= \$ 10,585,181.00</b>	<b>\$9,966.856.</b>

**Note: As stated this is the Tentative Budget figure, which may or may not increase, decrease or remain unchanged between now and the Public Hearing on March 28, 2012 at 7PM.**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB

**IX. Reports – Committee Action Items**

***2011-2012 School Year***

<b>Committees</b>	<b>Chairperson</b>	<b>Co – Chairperson</b>
Finance	Mrs. Bilka	Mr. Verhasselt
Education	Mr. Esposito	Mrs.Lauerman
Transportation	Mrs. Cravello	Mr. Scully
Building & Grounds	Mr. Verhasselt	Mr. Esposito
Community & School Activities	Mr. Scully	Mr. Allos
Legislation	Mrs. Bilka	Mrs. Cravello



Policy	Mr. Allos	Mrs. Lauerman
Board/Staff Relations	Mrs. Lauerman	Mr. Allos
<b>Ad-Hoc Committees</b>		
Negotiating	Mrs. Bilka	Mr. Allos, Mrs. Cravello,
<b>Liaisons</b>		
Joint Boards Coordination	Mrs. Cravello	Mrs. Verhasselt, Alternate
Bergen County School Boards	Mrs. Lauerman	Mrs. Cravello, Alternate
New Jersey School Boards	Mrs. Lauerman	Mr. Scully, Alternate
Municipal Alliance Liaison	Mrs. Cravello	Mr. Allos, Alternate

**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 \_\_\_\_\_, seconded by \_\_\_\_\_, to open public comment at \_\_\_\_\_ p.m.

Roll Call

RV SA TC JE ML MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close public comment at \_\_\_\_\_ p.m.

Roll Call

RV SA TC JE ML MS PB

**X. Announcements**

**The Special Public Hearing on the 2012-2013 School Year Budget will be held on Wednesday, March 28, 2012, at 7:00 P.M. in the Media Center.**  
**The next Caucus and Regular Meetings will be held on Monday, April 2, 2012, at 6:30 PM and 8:00 PM respectively 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:

\_\_\_\_\_.

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 \_\_\_\_\_, seconded by \_\_\_\_\_, to open Executive Session at \_\_\_\_\_ p.m.

Roll Call

RV SA TC JE ML MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close Executive Session at \_\_\_\_\_ p.m.

Roll Call

RV SA TC JE ML MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to resume Regular Meeting Agenda at \_\_\_\_\_ p.m.

Roll Call

RV SA TC JE ML MS PB

## **XII. Adjournment**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn meeting at \_\_\_\_\_ p.m.

Roll Call

RV SA TC JE ML MS PB

**POLICY #0134 - BOARD SELF-EVALUATION**

- 5. RESOLVED:** that the Board of Education has compiled and discussed the Board's Self-Evaluation and has completed all requirements of Policy #0134.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

RV SA TC JE ML MS PB