

**Rochelle Park Board of Education
Executive/Work Session - 7:00 P.M.
Regular Meeting-7:30 P.M.
November 16, 2017**

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

Board Member	Present	Absent
Mrs. Maria Lauerman, Vice President		
Mrs. Shirley Abraham		
Mr. Sam Allos		
Mrs. Teresa Judge Cravello		
Mrs. Geraldine Minichetti		
Mr. Matt Trawinski		
Mrs. Dimitri Leakas, President		

Others present:

- Dr. Geoffrey W. Zoeller, Jr., Superintendent of Schools
- Mr. Brian Cannici, Principal
- Mr. Joseph DeGrazio, Building & Grounds Supervisor
- Mrs. Ellen Kobylarz, Board Secretary

III. Executive Session Announcement (if needed) The Board will reconvene in Public Session at approximately 7:30 P.M.

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 and Litigious Matters

NOW HEREFOR 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public in an appropriately redacted form within a reasonable period of time after the privilege or confidentiality is no longer applicable to such minutes.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portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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

ML SA SA TC GM MT DL

Motion by _____, seconded by _____, to close the Executive Session and enter the Work Session at _____ P.M.

Roll Call

ML SA SA TC GM MT DL

IV. Work Session

Board Member discussion session.

Motion by _____, seconded by _____, to enter the regular meeting agenda ____P.M.

Roll Call

ML SA SA TC GM MT DL

V. Flag Salute

VI. 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, The Record and The Our Town, in accordance with Chapter 231,P.L.1975”

VII. Superintendent’s Report

VIII. Principal’s Report

- PTO

IX. Interim Supervisor of Curriculum & Instruction Report

X. Building & Grounds Supervisor Report

XI. Reports – Board Committee Reports

2017 School Year

Committees	Chairperson	Co-Chairperson
Buildings & Grounds	Shirley Abraham	Sam Allos, Geraldine Minichetti
Business, Finance, and Transportation	Dimitria Leakas	Sam Allos, Geraldine Minichetti
Curriculum, Instruction, and Assessment	Maria Lauerman	Shirley Abraham, Dimitria Leakas
Legislative and Policy	Teresa Judge Cravello	Shirley Abraham Geraldine Minichetti
Personnel/Negotiations/ Staff Relations	Sam Allos	Maria Lauerman, Matt Trawinski
Special Education	Geraldine Minichetti	Shirley Abraham, Teresa Judge Cravello
Technology	Matt Trawinski	Maria Lauerman, Dimitria Leakas

Board Liaison Assignments:

NJSBA/ BCSBA -Teresa Judge Cravello

Joint Boards- Dimitria Leakas

Municipality- Sam Allos

Community- Matt Trawinski

V. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board

Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers' list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals). The public is reminded that their remarks are being recorded.

The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, it cannot respond to or discuss personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the Building Principal, Superintendent of Schools, or the Board of Education, either by telephone, letter, or email.

Each speaker's statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

Motion by _____, seconded by _____, to open public comment at ____ P.M.

Roll Call

ML SA SA TC GM MT DL

Motion by _____, second by _____, to close public comment at ____ P.M.

Roll Call

ML SA SA TC GM MT DL

VI. Items for Board Action-Resolutions

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

ROUTINE MATTERS RESOLUTIONS R1-R10

POLICY #0168- APPROVALS OF BOARD MINUTES

R1. RESOLVED: that the Rochelle Park Board of Education approves the minutes of the following meetings:

September 14, 2017 Regular Meeting & Executive Session

October 3, 2017 Executive Session

October 18, 2017 Special Meeting & Executive Session

October 19, 2017 Regular Meeting & Executive Session

Motion by _____, second by _____,

Roll Call

ML SA SA TC GM MT DL

POLICY#5200 ATTENDANCE

R2. RESOLVED: that the Board of Education approves the attendance report for the month of October 2017 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	478	1-2 nd Grader	1-3 rd Grader

Hackensack H.S.	136	1-3 rd Grader	1-4 th Grader
Academies/Technical Schools	17		1-5 th Grader
Totals	631		1-6 th Grader
			2- Kndg

Pupil Attendance

Possible Days	10014
Days Present	9700.5
Days Absent	313.5
% Present	96.8%
% Absent	3.2%

Teacher Attendance

Possible Days	1188
Days Present	1150
Days Absent	38
% Present	96.8%
% Absent	3.2%

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

POLICY #8420 EMERGENCY & CRISIS SITUATIONS

R3. RESOLVED: that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of October 2017 for the Rochelle Park School District.

Fire Drill October 18, 2017
Security Drill October 30, 2017

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING

R4. RESOLVED: that the Rochelle Park Board of Education approves the following HIB Report for October 2017 on behalf of the Rochelle Park School District.

October 2017

Reported Cases: 2
Number of Cases open: 0
Number of Cases closed:2
Number of Incidents determined to be HIB:1

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

POLICY #2340 – FIELD TRIPS

R5. RESOLVED: on the recommendation of the Superintendent, the Board of Education approve the following field trip request:

Barbara Weiner, Dr. Sacco, Mrs. Fletcher, Ms. Nam, Mrs. Meyers and a member of the CST to accompany the Chorus to the Chateau/Bristol Manor Nursing Home on December 14, 2017 at a cost to the district for busing.

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

R6. RESOLVED: that the Board of Education accepts the report and acknowledges the public presentation made by the Curriculum Supervisor at the October 19, 2017 public meeting regarding the 2017 District Assessment Report for both PARCC and NJ ASK scores in Science Grades 4 & 8.

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

POLICY #0130 BYLAWS & POLICIES

R7. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the first reading of the following Bylaw, Policies and Regulations:

Bylaw

0164 Conduct of Board Meeting

Policies

- 7102 Site Selection and Acquisition
- 2700 Services to Nonpublic School Students
- 7100 Long-Range Facilities Planning
- 7101 Educational Adequacy of Capital Projects
- 7130 School Closing
- 7300 Disposition of Property
- 9235.1 Use of Teleconferencing

Regulations

- R7102 Site Selection and Acquisition
- R7100 Long-Range Facilities Planning
- R7101 Educational Adequacy of Capital Projects
- R7300.4 Disposition of Federal Property
- R7300.3 Disposition of Personal Property
- R7300.2 Disposition of Land

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

POLICY #5120 NEEDS ASSESSMENT PUPILS

R8. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following special education placements and related services for the 2017-2018 school year .

CASE # 6971505829
CLASSIFICATION: Moderate Intellectual Disability
PLACEMENT: Transition Center at Woodridge
EFFECTIVE: 9/1/17
TUITION: \$59,400.00
TRANSPORTATION: Region V

CASE# 6386818255
CLASSIFICATION: Specific Learning Disability
PLACEMENT: New Bridge Center-Cherry Hill School
EFFECTIVE: 9/1/17
AIDE: \$17,004.00
ESY AIDE: \$1,700.00

CASE #: 6272076557
CLASSIFICATION: Other Health Impaired
PLACEMENT: Brownstone School
EFFECTIVE: 10/30/17
TUITION: \$60,300.00
TRANSPORTATION: Region V
ESY: N/A

Amend ESY tuition amount for the following students:
CASE# 6386818255
CLASSIFICATION: Specific Learning Disability
PLACEMENT: New Bridge Center-Cherry Hill School
ESY TUITION: \$5,527.00

CASE #: 7526788241
CLASSIFICATION: Autistic
PLACEMENT: New Bridge Center- Cherry Hill School
ESY TUITION: \$5,527.00

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

POLICY #7430 - SCHOOL SAFETY

R9. RESOLVED: that the Board of Education approves the update to Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the Rochelle Park School District as presented.

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

R10. RESOLVED: that the Board of Education approves entering into a Shared Services agreement with the County of Bergen for Emergency and Non-Emergency Equipment as per the

attached agreement.

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

PERSONNEL RESOLUTIONS P1-P6

POLICY #4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

***P1. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approve the following list of substitute Latchkey personnel for the 2017-2018 school year at a rate of \$19.80 per hour:

Kristen Gonzalez

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

***P2. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approve Ashley Judith Valdivieso to the Substitute Teacher list for the 2017-2018 school year at a rate of \$85.00 per day.

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

P3. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the following personnel for the 2017-2018 breakfast supervision at a rate of \$18.00 per hour.

Samuel Ramirez
Samantha Tapper

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

POLICY #3240 – PROFESSIONAL DEVELOPMENT

***P4. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:

Lisa Fletcher to attend “Google Level 1 Bootcamp” on November 13-14, 2017 at a cost to the district of \$225.00 per registration. “Mrs. Fletcher is replacing Mrs. Hurd, therefore the number of slots stay the same.”

Maria Leccese to attend “Google Certified Ed. 2” on January 19, 2018 at a cost to the district of \$185.00 for registration.

Christina Durkin and Kaileigh Aregood to attend “Region V PEC’s Training on November 30th and December 1st, 2017 at a cost of \$225. 00 per registration.

Ellen Lender to attend “Social Work Ethics” on December 19, 2017 at a cost to the district of \$55.00 for registration.

Jeff Grossman, Lisa Fletcher, and Meaghen Mallon to attend “DBQ Essay’s making the most of a cross curricular experience” on February 28, 2018 at a cost of \$185.00 per registration .

Kaitlin Gallagher and Jessica Calderone to attend “Orton Gillingham Training” in Secaucus on November 13-16, 2017 at a cost of \$975.00 per registration.

Cathy Hernando and Andrea Cahill to attend “Orton Gillingham Training” on December 4-8, 2017, in Secaucus, at a cost to the district of \$1,075.00 per registration.

Maria Leccese to attend “Strengthen your Guided Math Instruction” on January 10, 2018 in Newark, at a cost to the district of \$249.00 for registration.

Allison Hilla to attend “Strategies and Tools for Engaging Students” on December 12, 2017, in Northern Valley at a cost of \$185.00 per registration.

Motion by _____, second by _____,
Roll Call

ML SA SA TC GM MT DL

POLICY#1620 Administrative Employment Contracts

P5. Upon the recommendation of the Superintendent and in accordance with contract provisions, the Board accepts the following Superintendent Merit Goals for the 2017-2018 school year, and authorizes the Board Secretary to submit these to the Bergen County Executive County Superintendent of Schools for review and approval:

Goal#1 To increase teacher awareness and use of the Google platform and Google Classroom tools, the Superintendent will obtain Level 1 and Level 2 Google for Education certifications and will participate in and ensure that a minimum 80% of the teaching staff members receive at least one full-day training on Google Classroom and one half-day training on instructional techniques appropriate to their content or grade level.

Goal#2 By June, 2018 the Superintendent will have increased community participation in district goal identification and setting through the organization and facilitation of no less than three (3) “Coffee with the Superintendent” or “Evening with the Superintendent” events.

Goal#3 During the 2017-2018 school year, the Superintendent will develop a comprehensive collection of employee Job Descriptions and by the end of the school year will have no less than 50% of district employees job descriptions revised, approved by the Board of Education, and placed on the district website.

Goal#4 The Superintendent will undertake a complete revision to the Faculty/Staff handbook and put into place a comprehensive District Procedures Manual.

Goal#5 During the 2017-2018 school year, the Superintendent will create actions plans and make no less than three (3) recommendations to the Board for facilities modifications/upgrades designed to improve safety, security, and emergency preparedness within school district facilities.

Motion by _____seconded by _____

Roll Call

ML SA SA TC GM MT DL

POLICY#4111- HIRING CERTIFIED PERSONNEL

P6. RESOLVED: upon the recommendation of the Superintendent, that the Rochelle Park Board of Education approves a request from Mrs. Hurd to extend her leave until January 26, 2018.

Motion by _____, second by _____,

Roll Call

ML SA SA TC GM MT DL

FINANCE AND INSURANCE-RESOLUTIONS F1-F8

POLICY #6460 PAYMENT OF GOODS AND SERVICES

F1. RESOLVED: that the Rochelle Park Board of Education approve the November, 2017 Bill List as listed below:

10 – General Fund	\$904,855.24
20- Federal Grants	\$0.00
30 – Referendum Account	\$15,827.06
60 – Cafeteria	\$19,615.98
61 – Afterschool Program	\$22,640.54
TOTAL PAYMENTS FOR November	\$962,938.82
TOTAL DISBURSEMENTS	

ATTACHEMENT

Motion by _____, second by _____,

Roll Call

ML SA SA TC GM MT DL

F2. RESOLVED: that the Rochelle Park Board of Education authorize a check run for the month of November 2017 with the amounts to be approved at the December meeting:

Motion by _____, second by _____,

Roll Call

ML SA SA TC GM MT DL

POLICY #6820 FINANCIAL REPORTS

Monthly Budgetary Line Item Status Certifications

F3. RESOLVED, that the Board Secretary for the Rochelle Park Board of Education certified that pursuant to NJAC 6A:23-2.11 9c) 3, as of October 31, 2017, 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
SA SA AB TC ML MS DL

Secretary & Treasurer’s Reports

F4. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary’s and Treasurer’s Financial Reports for the month of October 2017.

Motion by _____ seconded by _____
Roll Call
SA SA AB TC ML MS DL

F5.Approval of October Payroll – that the Board approve the payroll for October as follows:

Payroll

Month **October**

Fund	Gross Payroll	Employer Share of Social Security	Employer DCRP Contribution	Total Payroll Expense
Fund 10	496,274.42	7,266.49	616.30	504,157.21
Fund 20	-	-		-
Fund 61	15,673.95	1,199.06		16,873.01
				-
Total	\$ 511,948.37	\$ 8,465.55	\$ 616.30	521,030.22

Payroll

Motion by _____, second by _____,
Roll Call
ML SA SA TC GM MT DL

Transfers

F6. RESOLVED, that the Rochelle Park Board of Education approves the line item transfers for October 2017. **Attached**

Motion by _____, second by _____,
Roll Call
ML SA SA TC GM MT DL

2017-2018 Joint Transportation Agreement

F7. BE IT RESOLVED that the Rochelle Park Board of Education does hereby approve an agreement with the Englewood Dwight Morrow, an approved Coordinated Transportation Services Agency, for the purposed of transporting students in accordance with Chapter 53, P.L. 1997 for the tie period 2017-18 school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district special education, vocational and summer programs for three Choice School students attending Dwight Morrow High School in the amount of \$1,000.00 per student.

BE IT FURTHER RESOLVED, that the Rochelle Park Board of Education agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission and Attached to this resolution.

Motion by _____, seconded by _____

Roll Call

ML SA SA TC GM MT DL

F8. RESOLVED: that Rochelle Park Board of Education approve the payment of Application # 2 from J&M Quality Contracting in the amount of \$1,526.65. This payment completes the contract with J&M Quality Contracting for the Classroom Flooring Replacement project.

Motion by _____, seconded by _____

Roll Call

ML SA SA TC GM MT DL

VII. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers' list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals).The public is reminded that their remarks are being recorded.

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Each speaker's statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

Motion by _____, seconded by _____, to open public comment at _____pm.

Roll Call

ML SA SA TC GM MT DL

Motion by _____, seconded by _____, to close public comment at _____pm.

Roll Call

ML SA SA TC GM MT DL

XI. Announcements

The next Regular Meetings will be held on Thursday, December 14, 2017 at 7:30 P.M. in the Media Center, Executive Meeting at 7:00 P.M. if needed.

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:

Litigious Matters

NOW HEREOF 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

ML SA SA TC GM MT DL

Motion by _____, seconded by _____, to close Executive Session at _____ P.M.

Roll Call 7-0

Motion Carried

XII. Additional Motions:

Based on the result of conversations held by the Board in Executive Session, additional resolutions may be introduced and approved at this time.

XIII. Adjournment

Motion by _____, seconded by _____, to adjourn meeting at _____ PM

ML SA SA TC GM MT DL