

**Rochelle Park Board of Education  
Regular Meeting-7:30 P.M.  
September 15, 2014**

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

	<b>Present</b>	<b>Absent</b>
Mr. Mark Scully, Vice President		
Mr. Sam Allos		
Mrs. Arlene Ciliento- Buyck		
Mrs. Teresa Cravello		
Mrs. Maria Lauerman		
Mrs. Dimitria Leakas		
Mr. Robert J Esposito, President		

Others present:

- Harry Groveman, Interim Superintendent
- Christine Werner, Board Administrator/Board Secretary
- 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, 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 the agenda items only.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to open public comment at \_\_\_\_pm.

Roll Call

MS SA AB TC ML DL JE

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to close public comment at \_\_\_\_pm.

Roll Call

MS SA AB TC ML DL JE

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

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

**ROUTINE MATTERS RESOLUTIONS R1-R6**

**POLICY #0168- APPROVALS OF BOARD MINUTES**

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

**July 23, 2014 Special Public Board Retreat Meeting**  
**August 4, 2014 Caucus Meeting, Caucus Executive Session & Regular Meeting**  
**August 27, 2014 Special Public Meeting**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**POLICY #0130 BYLAWS & POLICIES**

**R2. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approves the second reading and adoption of the following Policies and Regulations:

- 2412 Home Instruction Due to Health Condition
- R2412 Home Instruction Due to Health Condition
- 2417 Student Intervention and Referral Services
- R2417 Student Intervention and Referral Services
- 2481 Home or Out-of- School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition.
- R2481 Home or Out-of- School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic health Condition
- 3283 Electronic Communications between Teaching Staff Members and Students
- 4283 Electronic Communications between Support Staff Members and Students
- 5200 Attendance
- R5200 Attendance
- 5610 Suspension
- R5610 Suspension
- 5611 Removal of Students for Firearms Offenses
- R5611 Removal of Students for Firearms Offenses
- 5612 Assaults on District Board of Education Members or Employees
- R5612 Assaults on District Board of Education Members or Employees
- 5613 Removal of Students for Assaults with Weapons Offenses
- R5613 Removal of Students for Assaults with Weapons Offenses
- 8462 Reporting Potentially Missing or Abused Children
- R8462 Reporting Potentially Missing or Abused Children

Motion by \_\_\_\_\_seconded by \_\_\_\_\_  
Roll Call

MS SA AB TC ML DL JE

**POLICY #0130 BYLAWS & POLICIES**

**R3. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approves the first reading of the following Policies and Regulation:

4125 Employment of Support Staff Members

3240 Professional Development for Teachers and School Leaders  
R3240 Professional Development for Teachers and School Leaders  
3125 Employment of Teaching Staff Members  
1581 Victim of Domestic or Sexual Violence Leave

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

Roll Call

MS SA AB TC ML DL JE

**POLICY #8468 CRISIS MANAGEMENT**

**R4.RESOLVED: that the Board of Education approves and adopts the Emergency Management Plan, Dated September, 2014, for the Rochelle Park School District as presented.**

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

Roll Call

MS SA AB TC ML DL JE

**POLICY #7430 - SCHOOL SAFETY**

**R5. 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 \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

MS SA AB TC ML DL JE

**POLICY 32232.1- SCHOOL DISTRICT ANNUAL REPORTS**

**R6. RESOLVED: that the Board of Education acknowledges receipt of the following annual reports for the 2013-2014 school year:**

**BSIP report**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

MS SA AB TC ML DL JE

**PERSONNEL RESOLUTIONS P1-P7**

**POLICY # 3240 PROFESSIONAL DEVELOPMENT**

**P1.RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the participation of the person named at the following workshop/conference:**

Melanie Siliato to attend “2014 NJAPA Administrator Training” in Saddle Brook on September 19, 2014 at no cost to the district for registration.

Theresa Genovese, Daniela Barbieri and Donna Johnson to attend “Handle with Care” recertification on October 3, 2014 in River Edge at no cost to the district for registration.

Ellen Kobylarz to attend NJ SMART Technical Assistance Training Session on October 10, 2014 in Mahwah at no cost to the district for registration

Elaine Rainone to attend “Transitioning to the Next Generation Science” in Paramus on November 10, 2014 at no cost to the district for registration.

Melanie Siliato to attend “Preparing for PARCC: Shift into High Gear in Monroe Township of December 1, 2014 at a cost of \$149.00 for registration.

Sarah Powell to attend “Children who struggle to Speak: The Kaufman Speech to language protocol” in Mt. Laurel on October 10, 2014 at a cost of \$199.00 for registration.

Jennifer O’Brien to attend “Art Educators of NJ Conference” in Long Branch on October 6 & 7 at a cost to the district of \$225.00 for registration.

Christine Raimondi & Kristin Colucci to attend “Universal Design for Learning (UDL) Part 2” in East Orange on October 15, 2014 at no cost to the district for registration.

Mrs. Fletcher and Mrs. Hernando to each attend one day of professional development on “Units of Study: Implementing Rigorous, Coherent Writing Curriculum” at Columbia University on September 22 & 23, 2014 at a cost of \$330.00.

*Mrs. Fletcher was originally approved in Aug to attend both days of professional development for this workshop: It is now being revised to Mrs. Fletcher attending one day and Mrs. Hernando attending the other. This is not an additional cost, the cost remains the same. The change is in the staffing.*

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**P2. WHEREAS, Rochelle Park was awarded an Instruction Improvement Systems Grant (IIS)  
And**

**WHEREAS, a significant amount of grant money was set aside for intensive professional development in the use and operation of the Pearson, developed online platform known as “ed connect NJ” and**

**WHEREAS, this grant award offers the district a number of options for meeting these professional development obligations within this grant and**

**WHEREAS, these options includes: participating in a regional consortium (5 trainers), conducting onsite training (20 trainers) or creating a customized plan/shared relationship with one or more participating districts (% of 20) and**

**WHEREAS, the cost for each of these options are covered by our grant allocation,**

**NOW therefore be it..**

**RESOLVED that the Rochelle Park BOE authorizes the administration to precede with the option that they feel will provide our staff & students with the best likelihood for success.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**POLICY#4111- HIRING CERTIFIED PERSONNEL**

**P3. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves tuition reimbursement for course taken during the 2014-2015 school year as follows:**

Bonnie Loverich	3 credits	\$ 697.50
Kristen Colucci	3 credits	\$235.00
Nancy Oliver	3 credits	\$254.50 (pending transcript)

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**P4. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following faculty crossovers as of September 1, 2014 salary and step to be adjusted upon settlement of the contract for the 2014-2015 school year .**

Bonnie Loverich	BA +15 Step10	to BA+30 Step 10
Lisa Fletcher	MA Step 17	to MA+15 Step 17

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**P5. RESOLVED: that upon recommendation of the Superintendent the Board of Education appoints the following teachers as mentors for new staff members as shown below. The mentors will be compensated per policy at a rate of \$550.00 paid by the mentee.**

Mrs. Fletcher to mentor	Ms. Stein
Ms. Johnson to mentor	Ms. Esposito
Mrs. Serpineto to mentor	Ms. Hanczaryk

Motion by \_\_\_\_\_ , seconded by \_\_\_\_\_  
Roll Call

MS SA AB TC ML DL JE

**POLICY# 4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS**

**P6. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approve the following list of substitute teachers for the 2013-2014 school year at a rate of \$85.00 per day:**

Samantha Ross

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**P7. RESOLVED, on the recommendation of the Superintendent, the Board of Education approves the following personnel for the 2014-2015 school year to the position stated below at \$20.00 per hour.**

Barbara Herter- Substitute Latchkey Assistant

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
Roll Call

MS SA AB TC ML DL JE

**FINANCE AND INSURANCE-RESOLUTIONS F1-F8**

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

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

<b>A. Regular Bills- Fund 11</b>	<b>\$146,420.06</b>
<b>B. Regular Bills – Fund 20</b>	<b>\$5,085.00</b>
<b>C. Capital Projects-Fund 30</b>	
<b>D, Debt Service- Fund 40</b>	<b>\$229,465.63</b>
<b>E. Food Service- Fund 50</b>	
<b>F. Enterprise- Fund 51</b>	

**TOTAL DISBURSEMENTS \$380,970.69**

**ATTACHEMENT 1**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

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

**F2. RESOLVED: that the Rochelle Park Board of Education approve the September 2014 Bill List as approved by the Finance Committee, attached and listed below:**

<b>A. Regular Bills- Fund 11&amp; 12</b>	<b>\$237,162.63</b>
<b>B. Regular Bills – Fund 20</b>	
<b>C. Capital Projects-Fund 30</b>	
<b>D, Debt Service- Fund 40</b>	
<b>E. Food Service- Fund 50</b>	
<b>F. Enterprise- Fund 51</b>	

**TOTAL DISBURSEMENTS \$237,162.63**

**ATTACHEMENT 1**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**F3. RESOLVED, that the Rochelle Park Board of Education approves the August 2014, payroll in the amount of \$89,009.53.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**F4. RESOLVED, that the Rochelle Park Board of Education approves the September 2014, payroll in the amount of \$486,365.62.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**APPROVAL OF FINANCIAL REPORT FOR THE STUDENT ACTIVITY FUND**

**F5. RESOLVED, that the Rochelle Park Board of Education accept the Student Activity Fund Financial Report for the month of September 2014.**

**ATTACHMENT**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**POLICY #7243 SUPERVISION OF CONSTRUCTION**

**F6. WHEREAS there is currently no unused educational space available within the Midland School and**

**WHEREAS, additional instructional space is needed by the 2015-2016 school year**

**WHEREAS, the current school library is currently under-utilized,**

**NOW therefore be it..**

**RESOLVED that the Rochelle Park Board of Education authorizes our architect (Environetics) and our Administration to proceed with the development of plans to relocate the current Computer Lab to the Library, and is it further**

**RESOLVED that these plans be developed within the scope of the recently approved referendum.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**F7. POLICY#6350 COMPETING CONTRACTING**

WHEREAS, the Rochelle Park Board of Education (hereinafter referred to as the “Board”) authorized the use of competitive contracting pursuant to N.J.S.A. 18A:18A-4.1 et seq. and N.J.A.C. 5:34-9.1 et seq. to engage a consultant to provide a feasibility study exploring the possibility of terminating its sending/receiving relationship (hereinafter referred to as the “services”); and

WHEREAS, the Board received one (1) proposal for the services; and

WHEREAS, the School Business Administrator/Board Secretary has evaluated the proposal and prepared a comprehensive report in accordance with N.J.S.A. 18A:18A-4.3(d) and N.J.A.C. 5:34-4.5, which report was made available to the public at least forty-eight (48) hours prior to this award and is attached hereto and made a part hereof; and

WHEREAS, the Board is desirous of awarding the contract to Whitehall Associates, Inc. for the following reasons:

- (1) the firm possesses the technical experience and qualifications;
- (2) management of work and resources is in a timely fashion; and
- (3) the most advantageous price.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the services to Whitehall Associates, Inc. at the hourly rate of \$125.00, in the total contract amount not to exceed \$26,000.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate, together with a Employee Information Report and an executed contract, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board President and the Board Secretary are hereby authorized to execute such contract and any other documents necessary to effectuate the terms of this Resolution. The School Business Administrator/Board Secretary shall cause a Notice of Award, in accordance with N.J.S.A. 18A:18A-4.3(g) to be published in the official newspaper of the Board summarizing the award and indicating that the resolution and contract are on file in the Business Office and available for public inspection.

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**POLICY#7510 USE OF FACILITIES**

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 as well as make adjustments due to construction.

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
Township of Rochelle	Parking lot on	Sat. October 25,	None



<b>Park</b>	<b>Williams Street. Line up for Ragamuffin Parade</b>	<b>2014, Rain date October 26, 2014</b>	
<b>RP Girl Scouts</b>	<b>Classroom</b>	<b>9/18,10/2,10/16,10/30, 11/13, &amp;12/4/2014</b>	<b>None</b>
<b>Rochelle Park Cub Scouts</b>	<b>Gym- Pack Activity Cafeteria- Pack Activity</b>	<b>September 26, 2014 March 20, 2015</b>	<b>None</b>

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

MS SA AB TC ML DL JE

**IX. Reports-Community Action Items  
2014 School Year**

<b>Committees</b>	<b>Chairperson</b>	<b>Co-Chairperson</b>
Finance	Mr. Esposito	Mrs. Lauerman
Education	Mrs. Lauerman	Mrs. Leakas
Transportation	Mr. Scully	Mrs. Buyck
Building & Grounds	Mr. Esposito	Mr. Scully
Community & School Activities	Mr. Scully	Mrs. Leakas
Legislation	Mrs. Cravello	Mr. Allos
Policy	Mrs. Buyck	Mr. Allos
Board/Staff Relations	Mrs. Lauerman	Mrs. Leakas
<b>Ad-Hoc Committees</b>		
Negotiating	Mr. Allos	Mrs. Lauerman, Mrs. Leakas
<b>Liaisons</b>		
Joint Boards Coordination	Mrs. Cravello	Mrs. Leakas, Alternate
Bergen County School Boards	Mrs. Buyck	Mrs. Lauerman, Alternate
New Jersey School Boards	Mrs. Cravello	Mr. Scully, Alternate
Municipal Alliance Liaison	Mr. Allos	Mrs. Leakas, 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 \_\_\_\_\_pm.  
Roll Call

MS SA AB TC ML DL JE

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close public comment at \_\_\_\_\_pm.  
Roll Call

MS SA AB TC ML DL JE

**X. Announcements**

The next Caucus Meeting will be held on Monday, October 6, 2014 at 7:30 PM in the Media Center. Regular Meeting will be held on Tuesday, October 14, 2014 at 7:30 PM 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 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 \_\_\_\_\_pm.  
Roll Call

MS SA AB TC ML DL JE

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close Executive Session at \_\_\_\_\_pm.  
Roll Call

MS SA AB TC ML DL JE

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to resume Regular Meeting Agenda at \_\_\_\_\_pm.  
Roll Call

MS SA AB TC ML DL JE

**XII. Adjournment**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn meeting at \_\_\_\_\_pm.  
Roll Call

MS SA AB TC ML DL JE