

**Rochelle Park Board of Education
Regular Meeting Minutes – 7:30 P.M.
March 11, 2013**

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

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

Others present:

- Bert Ammerman, Interim Superintendent
- Vincent Occhino, Interim 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: Mr. Ammerman reported the following:

- Acknowledged Mr. Grossman’s students in the audience and explained to the students the meeting process.
- Announced that Mrs. Loverich was voted Teacher of the Year.
- Kindergarten orientation was held tonight. All three Kindergarten teachers were present along with the Guidance Counselor, School Nurse and Principal. It was a good turnout, 80% were new parents to the district. They were given a complete overview of the program. There will be a second meeting in June.

V. Business Administrator’s Report: Dr. Occhino reported the following:

- On the agenda there are resolutions to approve regular monthly activity re: bills, finance, and transfers. Other resolutions include lease purchase. *Mr. Ammerman stated that the district will be leasing two carts with twenty four netbooks each. The district has learned that the State has completely changed the testing process; the division running this initiative is called PARCC. This will take place in spring of 2015. All Math, English & Science tests will be conducted on Technological devices. The district will need 60 devices to accommodate the students. We are now ordering 45. The state has stated that the district will need one for each student being tested. Lower grades may need more time with computers. This will give teachers more computers to use in the classrooms.*

- Dr. Occhino explained that the tentative budget has been sent to the county for approval. The public budget hearing meeting is scheduled for March 25, 2013.

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 Mrs. Leakas, seconded by Mrs. Cravello, to open public comment at 7:40 p.m.
Roll Call 7-0
Motion Carried

Samantha Rhodes- Our Town reporter- asked what PARCC stands for.
Mr. Ammerman stated he could not remember off the top of his head but would get that for her.

Motion by Mr. Allos, seconded by Mr. Scully, to close public comment at 7:42 p.m.
Roll Call 7-0
Motion Carried

VII. Items for Board Action - Resolutions

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

ROUTINE MATTERS RESOLUTIONS 1-7

POLICY #0168 – APPROVAL OF BOARD MINUTES

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

- February 4, 2013 Caucus Meeting & Executive Session**
- February 11, 2013 Regular Meeting & Executive Session**

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

POLICY #5200 - ATTENDANCE

R2. RESOLVED: that the Board of Education approves the attendance report for the month of February 2013 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	458	1-6 th Grade	1-1 st Grade
Hackensack H.S.	143.5		1-4 th Grade
Academies/ Technical Schools	<u>16</u>		
Total	617.5		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	8693	Possible Days	828
Days Present	8301	Days Present	803
Days Absent	392	Days Absent	25
% Present	95.5%	% Present	96.9%
% Absent	4.5%	% Absent	3.1%

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

POLICY #2431 – ATHLETIC COMPETITION

R3. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the 2013 Baseball and Softball Schedules as presented.

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

POLICY #8210 - SCHOOL YEAR

R4. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the School Calendar for the 2013-2014 school year as submitted.

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

Policy #8420 – EMERGENCY & CRISIS SITUATIONS

R5. RESOLVED: that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of February 2013 for the Rochelle Park School District.

**Fire Drill – February 12, 2013
Security Drill- February 26, 2013**

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

Policy #5512.01 – HARASSMENT- INTIMIDATION AND BULLYING

R6. RESOLVED: that the Rochelle Park Board of Education approves the following HIB Report for February 2013 on behalf of the Rochelle Park School District.

February 2013

Reported Cases: 1
Number cases open: 0
Number cases closed: 1
Number cases determined to be HIB: 1

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

POLICY 1400 – RELATIONS BETWEEN OTHER GOVERNMENTAL AGENCIES

R7. RESOLVED: that the Rochelle Park Board of Education approve the submission of the Rochelle Park School District Three Year Technology Plan for July 1, 2013 to June 30, 2016 and accompanying first year budget.

Motion by Mrs. Lauerman, seconded by Mr. Esposito

Roll Call 7-0
Motion Carried

PERSONNEL- RESOLUTIONS 1-6
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:

Bert Ammerman to attend “Bergen County Superintendent’s Leadership Initiative” on March 20, 2013 in Bergen Community College, in Paramus at a cost to the district of \$10.00 for registration.

Cara Hurd to attend “Presentation on Educator Evaluations in Morris County on March 15, 2013 at no cost to the district for registration.

Cara Hurd and Linda Oles to attend “The Essentials of HIB Investigations” in Montvale, on May 15, 2013 at a cost to the district of \$250.00 for registration. (Title II)

Cathleen Hernando to attend “Time Saving Math Work stations to Practice and Reinforce the Common Core Mathematics Standards” in Parsippany on May 7, 2013 at a cost of \$219.00 for registration. (Title II)

Motion by Mr. Scully seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

POLICY #4431.1 – FAMILY LEAVE

***P2. RESOLVED:** that the Board of Education does hereby approve the request of Mrs. Joanna Hani to go on maternity leave effective May 13, 2013 until the end of the 2012/2013 school year. Mrs. Hani will initiate the Family Leave Act starting in September 2013 for a period of 12 weeks, with an anticipated return date at the beginning of December 2013.

Motion by Mr. Scully seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

***P3. RESOLVED:** that on the recommendation of the Superintendent, the Board of Education approves the following salary crossovers retroactive to date indicated below:

<u>Employee Name</u>	<u>Date of Crossover</u>	<u>Changes</u>
Jennifer O’Brien	September 1, 2010	BA to BA+15
	until September 1, 2012 when she advanced from	BA+15 to BA+30
Brian Cannici	February 1, 2013	MA to MA+15

Motion by Mr. Scully seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

POLICY #4211 HIRING- NON-CERTIFIED PERSONNEL

***P4. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education appoints Mrs. Debra Pinto to the position of Part Time Special Education Aide. effective March 12, 2013 to June 30, 2013 at a rate of \$18.00 per hour. Hours not to exceed 25 hours per week (no benefits).

Motion tabled

***P5. RESOLVED,** on the recommendation of the Superintendent, the Board of Education approve the part time employment of Christine Werner as Bookkeeper/Secretary to the Business Administrator at the per diem salary of \$238.00 beginning March 12, 2013 through September 30, 2013, pending completion of a Criminal History Check.

BE IT FURTHER RESOLVED, that the Rochelle Park Board of Education at a regular advertised board meeting during the month of September 2013 upon the recommendation of the Superintendent offer a contract to Mrs. Werner at the prorated salary of \$57,000.00 for the remainder of the 2013-2014 school year.

Motion by Mr. Scully seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

POLICY #4117.2 - RETIREMENT

***P6. RESOLVED:** that the Board of Education accept with regret, Cathy Plothe's resignation and retirement letter dated March 6, 2013 from the Rochelle Park School District effective July 1, 2013. We wish her much luck and happiness in her retirement.

Motion by Mr. Scully seconded by Mr. Esposito
Roll Call 7-0
Motion Carried

FINANCE AND INSURANCE- RESOULTIONS- F1-F11

**Upon the recommendation of the Business Administrator to the Superintendent:
Public Hearing on the 2013-2014 School Year Budget**

F1. RESOLVED, that the Rochelle Park Board of Education establish the date of March 25, 2013 for the public hearing on the 2013-2014 school budget. The meeting is to be held at the Midland School Media Center at 7:30 P.M.

Motion by Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

POLICY #6460 – PAYMENT OF GOODS AND SERVICES

F2. RESOLVED, that the Rochelle Park Board of Education approves the March 2013 Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills - Fund 11	\$487,394.50
B. Regular Bills - Fund 20	\$ 1,740.76
C. Capital Projects - Fund 30	\$ 0
D. Debt Service – Fund 40	\$ 25,000.00
E. Food Service – Fund 50	\$ 15,094.00

F. Enterprise - Fund 51	446.01
TOTAL PAYMENTS FOR MARCH	<u>\$529,675.27</u>

TOTAL DISBURSEMENTS **\$529,675.27**

ATTACHMENT 1

Motion by Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

POLICY #6460 – PAYMENT OF GOODS AND SERVICES

F3. RESOLVED, that the Rochelle Park Board of Education approves the additions to the February 2013 Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills - Fund 10	\$ 17,783.45
C. Regular Bills - Fund 20	\$ 0
C. Capital Projects - Fund 30	\$ 0
D. Debt Service – Fund 40	\$ 19,059.38
E. Food Service – Fund 50	\$0
F. Enterprise - Fund 51	
TOTAL PAYMENTS FOR MARCH	<u>\$36,842.83</u>

TOTAL DISBURSEMENTS **\$54,626.28**

ATTACHMENT 2

Motion by Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

F4. RESOLVED, that the Rochelle Park Board of Education approves the retro payroll for the 2010-2013 contract paid out in February 2013 in the amount of \$ 347,276.93.

Motion by Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

F5. RESOLVED, that the Rochelle Park Board of Education approves the March 2013, payroll in the amount of \$413,632.94.

Motion by Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

POLICY #6820 – FINANCIAL REPORTS

Monthly Budgetary Line Item Status Certifications

F6. 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, 2013 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 Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

Secretary's Report

F7. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary's Financial Report for the months January 2013.

ATTACHMENT 3

Motion by Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

Treasurer's Report

F8. RESOLVED, that the Rochelle Park Board of Education accepts the School Treasurer's Financial Report for the month of January 2013.

ATTACHMENT 4

Motion by Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

Transfers

F9. RESOLVED, that the Rochelle Park Board of Education approves the line item transfers for February 2013.

ATTACHMENT 5

<i>Date</i>	<i>Source Account</i>	<i>Target Account</i>	<i>Comments</i>	<i>Amount</i>
2/1/13- 2/30/13			See Attachment	\$130,000.00
			TOTAL TRANSFERS	\$130,000.00

Motion by Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0
Motion Carried

POLICY#6660- STUDENT ACTIVITY FUND

F10. RESOLVED: that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the months of February 2013.

ATTACHMENT 6

Motion by Mrs. Leakas, seconded by Mrs. Cravello
Roll Call 7-0

Motion Carried

F11. RESOLVED, that the Rochelle Park Board of Education approve the Master Lease agreement between the Board and Lenovo Financial Services for the purchase of computers and equipment from CDW Sales, Quote #DGCG589 and #DDFJ606 in the amount of \$22,337.08 payable over 36 months at the monthly payment of \$693.12.

Motion by Mrs. Leakas, seconded by Mrs. Cravello

Roll Call 7-0

Motion Carried

IX. Reports – Committee Action Items

Finance- President Bilka- stated it was key to get the budget approved by the county office. She explained that the meeting on the 25th will compare next year's budget to last year's budget and will show what was added and what remained the same.

Education -Mrs. Lauerman- reported the committee had a productive meeting with representatives from the RPEA. There will be a follow up meeting and she will report after that meeting to the board.

Transportation - Mr. Scully- HESPA testing went well with regard to transportation. Mr. Scully explained to the 8th grades in attendance, that if they go to HHS, the district buses the students and therefore you will get a bus pass. That pass needs to be shown to the driver and you need to make sure you are on the correct bus.

Building & Grounds- Mr. Esposito- reported that the clay is coming. *Mr. Scully interjected that volunteers will be at the fields on March 23rd to get the fields ready. He has spoken to the recreation department; they will be sending volunteers via baseball and softball. DPW workers will be on hand. They have graciously donated their time and the equipment to help.*

Community & School Activities- Mr. Scully-reported that the Easter Egg Hunt will take place on March 23rd, rain date 30th. It will be held at Matthews's field. Mr. Scully informed the students present that, if they require service hours, the recreation department is always looking for students to help man the many activities like the Easter Egg Hunt. Any students interested should contact the recreation department.

Legislation- President Bilka – reported on two items in the legislation currently being reviewed. Mandatory recess guidelines and sub-contracting out of services. With regard to the second item, an outside company is hired to hire those individuals' vs. the school district hiring.

Policy- Mr. Allos- no report

Board/Staff Relations- Mrs. Lauerman- nothing to report

Negotiations- President Bilka- explained the process to the students in attendance. Current contract expires on June 30, 2013. The Board has set up a meeting with the RPEA for April 15, 2013.

Joint Boards- Mrs. Cravello – explained to the students present what a joint board is. The High School's next play will be RENT- dates are March 21, 22, 23 & 24th. Tickets are \$12.00, seating is reserved, and tickets can be purchased at the High School office. Hackensack's board meeting will be on March 25th. The High School will be closed on the 29th. Mrs. Cravello congratulated the High School wrestling team- they are the state champions.

Bergen County School Boards- Mrs. Lauerman reported that there are two meeting coming up March 14 & 27th. The one on the 27th is regarding safety and security. The committee will have a report on these meetings next month.

NJ School Boards- Mrs. Leakas explained what role NJ School Boards has in the educational process to the students in attendance.

Municipal Alliance Liaison- Mr. Allos- gave an overview of the committee. The township committee was pleased with the way the jungle gym was repaired and happy that it was repaired for the students. Mr. Allos (acting as a private citizen) asked the town to work with the school to provide more programs on Anti- bullying.

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 Mr. Allos, seconded by Mrs. Leakas, to open public comment at 7:50 p.m.
Roll Call 7-0
Motion Carried

Lori McElroy – 28 West Oldis St- questioned if the students know how to use the keyboards for this testing.

Mr. Ammerman- this year we concentrated on 6th grade- for PARCC the district will have to train the younger students how to use it. He watched his own young grandchildren and they are already good with these types of devices. The High School will make sure that freshman have what they need. We have one year to get this going. Attitude from the state is that the districts will figure it out.

Mrs. Cravello stated Hackensack a few years ago had keyboarding classes, which have since been shifted to a business/finance type class. Mainly the change was due to the student's ability to type.

Mr. Grossman (Social Studies Teacher) reported that the Student Council held a movie night. Admission was to bring an item of food that could be donated to the food pantry at Helping Hands. This also ties into the community service.

Cierra Gamble- 6 Eldorado Ct. asked how many days off is the board giving to the students who attend the Hackensack Police Academy.

Mr. Ammerman stated that the Board had granted permission for the students attending that program to take off the two days that we lost for the Hurricane. They are important to the program since it is orientation and the trip. However, if we have another snow day then students will be required to come to school that Wednesday.

Samantha Rhodes- Our Town- Stated she doesn't understand how the state can implement these programs PARCC and not supply the funding to do this testing.

Mr. Ammerman stated the state has not budgeted any money for this project; it's another unfunded mandate. In fact this year the district received a \$1400.00 increase in state aid. They don't mention that the 1st year everyone was cut and we still have not caught up to that loss of funds.

Krishalei Locquiao - 36 Chestnut Ave- stated that the students had a petition for Mr. Calabro to go on the 8th grade trip to Trenton. Ms. Locquiao wanted to know what the outcome was.

Mr. Ammerman- stated if the students want Mr. Calabro, to go on a trip he should go on the Washington trip. He further stated this is not about Mr. Calabro it is about teachers in general. For the Trenton trip the other teachers that are going all have other classes to teach. If you look at an elementary say grade 2- the teachers and children all go but in middle school, if the 8th grade goes then the 6th & 7th graders are still back at school and we need to get subs. To have 4 or 5 teachers out and subs for all those subjects is not feasible. The issue is loss of instruction not the individual teacher.

Lori McElroy – 28 West Oldis St asked how come parents weren't asked to chaperone.

Mr. Ammerman stated it's routinely not done at the middle school and high school level plus the issue of criminal history review check.

Motion by Mrs. Cravello, seconded by Mr. Scully, to close public comment at 8:10 p.m.
Roll Call 7-0
Motion Carried

X. Announcements

The Special Public Hearing on the 2013-2014 School Year Budget will be held on Monday, March 25, 2013, at 7:30 P.M. in the Media Center.

The next Caucus Meeting will be held on Monday, April 1, 2013, 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:

Personnel

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 Mr. Esposito, seconded by Mrs. Lauerman, to open Executive Session at 8:11 p.m.

Roll Call 7-0

Motion Carried

Motion by Mr. Scully, seconded by Mr. Allos, to close Executive Session at 8:40 p.m.

Roll Call 7-0

Motion Carried

Motion by Mrs. Cravello, seconded by Mrs. Leakas, to resume Regular Meeting Agenda at 8:41p.m.

Roll Call 7-0

Motion Carried

XII. Adjournment

Motion by Mr. Esposito, seconded by Mr. Allos, to adjourn meeting at 8:42 p.m.

Roll Call 7-0

Motion Carried