Rochelle Park Board of Education Regular Meeting Minutes -7:30 P.M. January 15, 2015

I. Call to Order and Flag

II. Roll Call

Board Member	Present	Absent
Mr. Mark Scully, Vice President		X (arrived 7:50)
Mrs. Shirley Abraham	X	
Mr. Sam Allos.	X	
Mrs. Arlene Ciliento Buyck	X	
Mrs. Maria Lauerman	X	
Mrs. Dimitria Leakas	X	
Mr. Jay Esposito, President	X	

Others present:

Dr. Geoffrey W. Zoeller Jr., Superintendent

Mrs. Christine Werner, Board Administrator/Board Secretary

Mrs. 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, <u>The Record</u> and <u>The Our Town</u>, in accordance with Chapter 231,P.L.1975"

IV. Superintendent's Report Dr. Zoeller reported on the following:

- Faculty will have a ½ day of Professional Development on January 19th. The training will consist of UDL, Genesis, Dial 4, and Lockdown trainings.
- Mrs. Purcell, Ms. Leccese, and Ms. Johnson were all approved to attend workshops outside of the district. All at no cost to the district for registration.
- The Board of Education will approve two trips for the 8th grade tonight, one to Trenton and a three day trip to Washington. Dr. Zoeller commented on the Washington trip stating it offers a host of educational opportunities.
- There is a resolution on the agenda to approve NJQSAC DPR's. The committee met on Tuesday to finalize the report. It will be uploaded to the DOE tomorrow.
- Dr. Zoeller touched on the new committee structure, asked Board members to be sure they check their email for dates and times of the upcoming committee meetings.

Mr. Cannici could not attend the meeting due to a personal conflict. Dr. Zoeller gave his report which included discussions on the PARCC testing. Dr. Zoeller also reminded parents to register to get e-blasts from the school, 'like' us on Facebook, Twitter, etc.

V. Business Administrator's Report Mrs. Werner reported the following:

Reminded the board that it's time for Board Members, School District Administrators
and certain school district employees to complete the annual Personal/Relative and
Financial Disclosure Statements to the NJ Ethics Commission.

- Registrations for A-5 Trainings are now available both on-line and in person. Mrs. Werner encouraged all board members to sign up for their appropriate trainings.
- The Board will be asked to approve a proposal by Health and Safety Services, Inc. This is part of the energy audit project.
- A bid schedule for the HVAC project was outlined for the Board

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 Mrs. Leakas, seconded by Mr. Allos, to open public comment at 7:30 P.M. Roll Call 6-0 Motion Carried

No questions from the public at this time

Motion by Mrs. Buyck, second by Mrs. Lauerman, to close public comment at 7:31 P.M. Roll Call 6-0 Motion Carried

VII. Items for Board Action-Resolutions

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

School Board Recognition Month in New Jersey Proclamation

- The New Jersey School Boards Association has declared January 2015 to be School WHEREAS, Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and
- WHEREAS, The Rochelle Park Township Board of Education is one of more than 580 local school boards in New Jersey that sets policies and oversees operations for public school districts; and
- WHERAS, The Rochelle Park Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and
- WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and
- WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and
- School boards strive to provide the resources necessary to meet the needs of all students, WHEREAS, including those with special needs; and

- **WHEREAS,** Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and
- **WHEREAS**, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it
- **RESOLVED,** That the Rochelle Park Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2015 as SCHOOL BOARD RECOGNITION MONTH; and be it further
- **RESOLVED,** That the Rochelle Park Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

Motion by Mrs. Abraham, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

ROUTINE MATTERS RESOULTIONS R1-R7

POLICY #0168- APPROVALS OF BOARD MINUTES

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

December 8, 2014 Caucus Meeting, Executive Session, and Regular Meeting

Motion by Mr. Allos, second by Mrs. Leakas,

Roll Call 5-1-0 Motion Carried (Mrs. Abraham abstained since she was not a board member at the time these minutes were taken)

POLICY#5200 ATTENDANCE

R2. RESOLVED: that the Board of Education approves the attendance report for the month of December 2014 as listed:

Enrollment		<u>Left</u>	Entered
Midland School	468		
Hackensack H.S.	167		
Academies/Technical	Schools 1	17	
Totals	652		

Pupil Attendance		Teacher Attendance	
Possible Days	7922	Possible Days	936
Days Present	7549.5	Days Present	902
Days Absent	372.5	Days Absent	34
% Present	95.2%	% Present	96.3%
% Absent	4.8%	% Absent	3.7%

Motion by Mr. Allos, second by Mrs. Leakas,

Roll Call 6-0 Motion Carried

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 December 2014 for the Rochelle Park School District.

Fire Drill December 17, 2014 Security Drills December 17 & 19, 2014

Motion by Mr. Allos, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING

R4. RESOLVED: that the Rochelle Park Board of Education approves the following HIB Report for December 2014 on behalf of the Rochelle Park School District.

December 2014

Reported Cases: 0

Number of Cases open: 0 Number of Cases closed: 0

Number of Incidents determined to be HIB: 0

Motion by Mr. Allos, second by Mrs. Leakas,

Roll Call 6-0 Motion Carried

POLICY #2340 – FIELD TRIPS

R5. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the eighth grade class trip as follows:

2015 8th Grade Class Trip

DATE: Wednesday, Thursday & Friday, June 3rd-5th, 2015

DEPARTURE: Midland School -Wednesday, June 3rd, 2015- approx. 6:45 A.M.

DESTINATION: Washington, D.C.

ITINERARY: visit Smithsonian National Mall, Holocaust Museum, Lincoln, Korean War and National WWII Memorials. Arlington National Cemetery, Iwo Jima Marine Memorial, Vietnam Veterans memorial, Jefferson, FDR and Martin Luther King Jr. Memorials, DC by Foot, Lincoln Assassination Walking Tour. Library of Congress, Capitol Building, Supreme Court.

RETURN DEPARTURE: Washington D.C. Friday, June 5th, 2015-approx. 2 P.M., with an estimated time of arrival at Midland School 7:30 P.M.

COST: To be borne by the parents

Motion by Mr. Allos, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

R6. RESOLVED: on the recommendation of the Superintendent, the Board of Education approve the following field trip request:

Mr. Grossman, Mrs. Fletcher, Mrs. Rainone and Mrs. O'Brien, to accompany the 8th grade classes to the State House in Trenton and the Old Barracks Museum on March 26, 2015 at a cost

of \$7.00 per student to be borne by the parents/guardians.

Motion by Mr. Allos, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

POLICY# 2631 NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM (NJQSAC)

R7. WHEREAS, the Rochelle Park Board of Education in the County of Bergen, is undergoing evaluation under NJ Quality Single Accountability Continuum for the 2014-2015 school year, and

WHEREAS, N.J.A.C. 6A:30-3.2 (f) requires participating school district to hold a public meeting to approve the submission of the District Performance Review responses and the Statement of Assurance with respect to this process, and

WHEREAS, the Rochelle Park School District Board of Education, in the County of Bergen, approved the process recommended by the Superintendent and NJ QSAC Committee.

NOW THEREFORE BE IT RESOLVED, that the Rochelle Park School District Board of Education, does hereby authorize the Superintendent of Schools to submit the District Performance Review and Statement of Assurance to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f).

Motion by Mr. Allos, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

PERSONNEL RESOULTIONS P1-P7

POLICY#4111- HIRING CERTIFIED PERSONNEL

*P1. RESOLVED: on the recommendation of the Superintendent, that the Board of Education appoints Ms. Joan Kim to the extra-curricular position of Co-Advisor of Student Tutors for the remainder of the 2014-2015 school year stipend (\$437.50prorated) in accordance with the master contract for the 2014-15 school year.

Motion by Mrs. Leakas, second by Mr. Allos, Roll Call 6-0 Motion Carried

POLICY #4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

*P2. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves Jessica DeFalco to the list of substitute Cafeteria/Playground Assistants and substitute Classroom Aides for the 2014-2015 school year at a rate of \$10.05 per hour (pending criminal history):

Motion by Mrs. Leakas, second by Mr. Allos, Roll Call 6-0 Motion Carried

*P3. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves Michael Rosenblum to the list of substitute teachers for the 2014-2015 school year at a rate of \$85.00 per day:

Motion by Mrs. Leakas, second by Mr. Allos, Roll Call 6-0 Motion Carried

POLICY # 9541 STUDENT TEACHERS

*P4. RESOLVED: that the Board of Education approve Timothy Haas for a practicum field experience, in conjunction with William Paterson University, beginning the week of February 2, 2015 until April 27, 2015 for one or two days per week.

Motion by Mrs. Leakas, second by Mr. Allos, Roll Call 6-0 Motion Carried

POLICY #9180 SCHOOL VOLUNTEERS

*P5. RESOLVED upon recommendation of the Superintendent the Board of Education approves the following persons (pending criminal history checks), as parent volunteers for the 8th grade trip.

Noreen Pattermann Racquel Davis Dave Brown Jon Buyck

Motion by Mrs. Leakas, second by Mr. Allos, Roll Call 6-0 Motion Carried

POLICY #3240 - PROFESSIONAL DEVELOPMENT

*P6. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:

Mrs. Purcell to attend "PARCC Readiness Grades 6-10", on January 14, 2015 at Region V- St Peter's Academy, at no cost to the district for registration.

Ms. Leccese to attend "Universal Design for Learning (UDL) Part 1", on February 17, 2015 in East Orange, at no cost to the district for registration.

Ms. Donna Johnson to attend "Building Teacher Toolkits, on February 6, 2015 in Hackensack, at no cost to the district for registration.

Motion by Mrs. Leakas, second by Mr. Allos, Roll Call 6-0 Motion Carried

P7. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves tuition reimbursement for courses taken during the fall of 2014-2015 school year as follows:

Lisa Fletcher 3 Credits \$830.00 Bonnie Loverich 6 Credits \$1,395.00 Thomas Hornes 3 Credits \$199.50

Motion by Mrs. Leakas, second by Mr. Allos, Roll Call 6-0 Motion Carried

FINANCE AND INSURANCE-RESOULTIONS F1-F9 POLICY #6460 PAYMENT OF GOODS AND SERVICES

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

A. Regular Bills- Fund 10 & 11	\$72,598.71
B. Regular Bills – Fund 20	
C. Capital Projects-Fund 30	
D, Debt Service- Fund 40	
E. Food Service- Fund 50	\$258.30
F. Enterprise- Fund 51	
TOTAL PAYMENTS FOR December	\$72,85.01

TOTAL DISBURSEMENTS

ATTACHEMENT

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

F2. RESOLVED: that the Rochelle Park Board of Education approve the January 2015 Bill List as approved by the Finance Committee, attached and listed below:

D. Regular Bills- Fund 10 & 11	\$306,683.43
E. Regular Bills – Fund 20	\$ 13,357.60
F. Capital Projects-Fund 30	\$72,882.86
D, Debt Service- Fund 40	
E. Food Service- Fund 50	\$15,304.59
F. Enterprise- Fund 51	\$1,937.11
TOTAL PAYMENTS FOR January	\$410,165.59

TOTAL DISBURSEMENTS

ATTACHEMENT

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

F3. RESOLVED, that the Rochelle Park Board of Education approves the December 2014, payroll in the amount of \$ 493,417.97.

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

F4. RESOLVED, that the Rochelle Park Board of Education approves the January 2015, payroll in the amount of \$ 480,357.38.

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

POLICY #6820 FINANCIAL REPORTS

Monthly Budgetary Line Item Status Certifications

F5. RESOLVED: that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the months of November & December 2014.

ATTACHMENT

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

Approval to Submit the Media Center Computer Room and Vleixible Multi-Purpose Classroom Renovation at Midland School to the State Department of Education *F6. RESOLVED that the Rochelle Park Board of Education, at the recommendation of the Superintendent, approves the submission of the Media Center Computer Room and Flexible Multi-Purpose Classroom Renovation at the Midland School to the State Department of Education as an "Other" Capital Project.")

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

Authorize Environetics to Amend the Long Range Facility Plan for the Rochelle Park School District and Submit to the NJ State Department of Education

*F7. RESOLVED that the Rochelle Park Board of Education, at the recommendation of the Superintendent, approves the amendment of the Long Range Facility Plan to revise and add the following projects per the attached list.

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

Accept and Award Proposal for Health & Safety Services, Inc.

*F8. WHEREAS, there exists a need for the appointment of an Environmental Management Services consultant from January 2015 through December 2015; and

WHEREAS, the Public School Contracts Law defines environmental services as professional services not subject to competitive bidding; and

WHEREAS, Health & Safety Services, Inc. has submitted a proposal dated January 14, 2015 to provide Environmental Management Services for the Rochelle Park School District;

THEREFORE BE IT RESOLVED, that the Rochelle Park Board of Education, upon the recommendation of the Superintendent, appoints the firm of Health and Safety Services, Inc. from January 2015 through December 2015 at the following fee schedule:

Asbestos Related Services

AHERA designated Persons Services \$ 1,300.00/year
AHERA Asbestos Inspector \$ 600.00/day
Asbestos Awareness Training \$ 700.00/class
Site Specific Abatement Specifications \$ 1,900.00

Asbestos Safety Technician \$ 680.00/8-hour shift
Polarized Light Microscopy Bulk Sample \$ 19.00/sample
Transmission Electron Microscopy Bulk Sample \$ 68.00/sample
Phase Contrast Microscopy (PCM) \$ 15.00//sample
Transmission Electron Microscopy (TEM) \$ 100.00/sample

Project Management	\$ 140.00/hour
Right to Know Services	
Initial Training, Maximum of 25 people / class	\$ 550.00
Refresher Training, Max of 25 people / class	\$ 400.00
RTK Compliance Inspection	\$ TBD
Blood borne Pathogen Compliance	
Exposure Control Plan Review	\$ 900.00
Blood borne Pathogen Training	\$ 600.00
PE-OSHA Lab Standard Compliance	
Chemical Hygiene Program Review	\$ 850.00
Chemical Hygiene Program Training	\$ 650.00

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

F9. 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	Dates	Rental Fee
Girl Scouts of America	Classroom	January to June every other Wednesday 3P.M 4P.M.	None
PTA Meeting	Library/Media (this is a change of date)	January 21, 2015	None
8 th Grade Parents Change of Date	Library/Media (this is a change of date)	January 14, 2015	None

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

Secretary & Treasurer's Reports

F10. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary's and Treasurer's Financial Reports for July and August 2014.

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

F11. 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 July 31, 2014 and August 31, 2014 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. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

FINANCE AND INSURANCE-RESOULTIONS POLICY #6460 PAYMENT OF GOODS AND SERVICES

F12. RESOLVED: that the Rochelle Park Board of Education approve the January 2015 Bill List as approved by the Finance Committee, attached and listed below:

G. Regular Bills- Fund 10 & 11	\$354.99
H. Regular Bills – Fund 20	
I. Capital Projects-Fund 30	
D, Debt Service- Fund 40	
E. Food Service- Fund 50	
F. Enterprise- Fund 51	
TOTAL PAYMENTS FOR January	\$354.99

TOTAL DISBURSEMENTS

ATTACHEMENT

Motion by Mrs. Lauerman, second by Mrs. Leakas, Roll Call 6-0 Motion Carried

VIII. Reports-Community Action Items

Building and Grounds - Mr. Esposito the third floor bathrooms still have a punch list, the contractor has not complied and therefore, payment has been withheld. He further stated that a representative from Environetics did reach out to the bathroom contractor numerous times to fix a list of minor corrections, with no response from the contractor, the district will now back bill him and the items will be completed in-house. Mr. Esposito commented that the doors and façade looks great. Kindergarten doors are next. An update was given on all referendum projects. Mr. Woods informed the board he and his men have been working diligently on the classroom changes, heating issues, ID Cards, which are up and running. Exterior doors still ongoing, roof project are completed, minor touchups still with the gym walls. He has had electrical issues in the building that are being looked into. The outside of the grounds has been cleaned up from the fall; Mr. Woods thanked the Paramus DPW for their help.

Business, Finance & Transportation – Ms. Lauerman stated there will be a transportation meeting on January 29th. In the area of finance Mrs. Lauerman stated she had a lot of papers to sign pointing to the large stack in front of her.

Curriculum, Instruction, & Assessment- Mrs. Lauerman informed the board that she attended a meeting on curriculum earlier in the day. It was eye-opening. The meeting consisted of a broad mix of teachers; they all appeared to be on board with the plan presented by the Superintendent. They will take the information back, and talk to their association. They all agreed it was much needed.

Legislation and Policy – Mrs. Abraham had nothing to report at this time.

Personnel/Negotiations – Mr. Allos had nothing to report at this time.

Special Education – Mrs. Buyck had nothing to report at this time.

Technology & Community/Staff Relations- Mrs. Leakas stated their first committee meeting will be held on the 29th of January.

Dr. Zoeller informed the board and public that in anticipation of PARCC testing, the district did a preadministration simulation. It was an invaluable decision because the district was able to work out some kinks with regard to technology, now the district is better prepared. This is an example of how being proactive and doing a test run averted a problem.

Mrs. Lauerman expressed that the resources are great, especially the Parent Primer, and encouraged parents to please check out Mrs. Ferla's website.

Dr. Zoeller added that he was contacted by another area Superintendent who was very impressed with our PARCC Primer resources.

Liaison reports:

Joint Boards- Mrs. Leakas spoke about the upcoming high school mid-terms schedule.

Municipal Alliance Liaison –Mr. Allos commented on the best practices meeting held between the Township Committee and Board of Education. Stated they would like to make it an ongoing practice, it builds relationships between the two groups. He informed the board that the Township might be interested in purchasing the oldest house in town; it was built 9 years prior to the township being established. He informed the board that if the town does purchase the property it could house the OEM building there.

President Esposito- stated that the Township is exploring all their options and will notify the Board their intentions. He thanked Mr. Allos and Mrs. Leakas for their representation at Township meetings and expressed the need for a representative at both meetings, a BOE representative at the township meetings, and township representation at the BOE meeting.

Mr. Allos stated he has extended an invitation to our meetings. He thanked Mr. Davidson for the calendar, adding he would have liked to see school included.

President Esposito stated it was an error.

Mrs. Lauerman added it was an oversight.

Mr. Allos thought it was a good idea.

President Esposito stated we have a great relationship with all Departments, within the Township. The calendar was an oversight.

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 Mrs. Buyck, seconded by Mrs. Leakas, to open public comment at 7:58 P.M. Roll Call 7-0 Motion Carried

No questions from the public at this time

Motion by Mr. Allos, seconded by Ms. Abraham, to close public comment at 7:59 P.M. Roll Call 7-0 Motion Carried

X. Announcements

The next Board of Education Meeting will be held on Thursday, February 12, 2015 at 7:30 P.M. in the Media Center.

XI. Executive Session Announcement (Not Needed)

XII. Adjournment

Motion by Mrs. Leakas, seconded by Mrs. Abraham, to adjourn meeting at 7:59P.M. Roll Call 7-0 Motion Carried