

**Rochelle Park Board of Education  
Regular Meeting Minutes– 7:30 P.M.  
February 12, 2015**

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

Board Members	Present	Absent
Mr. Mark Scully, Vice President		(X 7:32)
Mrs. Shirley Abraham	X	
Mr. Sam Allos		X(7:25)
Mrs. Arlene Ciliento- Buyck	X	
Mrs. Maria Lauerman	X	
Mrs. Dimitria Leakas	X	
Mr. Jay Esposito, President	X	

Others present:

- Dr. Geoffrey Zoeller Jr., Superintendent
- Mrs. Christine Werner, Business Administrator /Board Secretary
- Mr. Brian Cannici, Acting Principal
- 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 The Record and The Our Town, in accordance with Chapter 231, P.L. 1975.”

**III. Superintendent’s Report Dr. Zoeller reported the following:**

- Mrs. Weiner, Mrs. Hanczaryk, Mr. Woods and Mrs. Kotwica to attend workshops during the month of February.
- PTA held their Founder’s Day program on February 10<sup>th</sup>.
- Kindergarten registration was held on January 26<sup>th</sup>, February 3<sup>rd</sup> and 10<sup>th</sup>. Three days were lost due to snow closures, parents are encouraged to register now for the fall school year.
- Dr. Sacco, Mrs. Herter and Mrs. Fuchs will accompany the Concert Band to Rowan University on April 21<sup>st</sup> 2015.
- There is a resolution to approve new curriculum in the areas of Math, Language Arts/Literacy, Art of Writing, ESL, Math, Physical Education, Health, Performing Arts, Visual Arts, Science, Social Studies and Spanish.
- The Board will be asked to approve the 2015-2016 school calendar at the March meeting.

- Currently the district is getting ready for PARCC testing and NJQSAC, who will visit the school in early March.

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

- Reminded the Board members to complete their Personal/Relative and Financial Disclosure Statements online.
- Training with BC School Boards will take place on Tuesday, March 24<sup>th</sup> at Maggiano's in Hackensack. Board members were asked to contact Mrs. Werner if they would like to attend.
- Windows of the budget timeline were presented.
- Mr. Woods reported on the construction, in particular the roof. There was a brief discussion regarding the blue trim that was updated to maroon around the top of the building. Part of the roof that was not done has the blue coping remaining. Mr. Woods explained that the blue will be painted maroon to match the rest of the building. That will take place when the weather is better.  
Dr. Zoeller commented that it is much cheaper to paint the remaining areas since they are not covered by the referendum, and the coping is still in good shape. This is a more cost effect move.

**V. Principal's Report Mr. Cannici reported the following:**

- The district is continuing to administer PARCC simulation tests to help us prepare for the upcoming assessment in March.  
There was a discussion with the Board of Education regarding PARCC testing. Mrs. Lauerman commented on the power point presentation for the parents, prior to the PTA meeting.  
Mr. Cannici announced that the power point presentation for anyone who missed it is on the website.  
Mrs. Leakas asked about the schedule- there being a window of time in which to take the test.  
Mrs. Abraham asked about the system working properly due to the fact that it is in electronic form.  
Mr. Cannici stated that they are still working out some kinks, the snow has also prohibited the district from running practice sessions due to snow days or delayed opening.  
Mr. Allos looked for clarification regarding opting out.  
Dr. Zoeller explained that the district has to let every child sit for the test.
- On Tuesday, February 17<sup>th</sup>, the district will have a staff development day. Topics include PARCC preparation, Smartboard training, lockdown training, curriculum writing, lesson planning and blood borne pathogens training.
- Seven new Smart boards were installed in January; the district is now working to provide training and resources to the staff on how to use the equipment.
- The Midland School Honor Society Induction took place on January 29<sup>th</sup>. Mr. Cannici congratulated the new inductees and their families.
- The Gymnastics shows are scheduled for this week. The evening performance is going on now as we speak, and there will be two performances tomorrow at 9 A.M. and 10:15 A. M.

- Second marking period rewards activity for students who did not accumulate any points will be a Valentine’s Day Dance. It will be held on Friday, February 13<sup>th</sup> during the last two periods of the day.

**VI. Public Questions on the Resolutions and Open to the Public (Any Item)**

During this portion of the meeting, the residents are invited to address the Board regarding not only agenda items, but on any questions, comments or concerns that may be in respect to the operation of the school.

Motion by Mrs. Abraham, seconded by Mrs. Ciliento-Buyck, to open public comment at 7:35 P.M.

Roll Call 7-0 Motion Carried

**No questions from the public at this time**

Motion by Mrs. Leakas, seconded by Mrs. Lauerman, to close public comment at 7:36 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 R1-R7**

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

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

- A. **January 7, 2015 Re-Organization,**
- B. **January 14, 2015 Joint Meeting with Township**
- C. **January 15, 2015 Regular Meeting**

Motion by Mrs. Abraham, seconded by Mr. Allos

Roll Call 7-0 Motion Carried

**POLICY #5200 - ATTENDANCE**

**R2. RESOLVED: that the Board of Education approves the attendance report for the month of January 2015 as listed:**

<b><u>Enrollment</u></b>		<b><u>Left</u></b>	<b><u>Entered</u></b>
Midland School	471	1- PreK	1- 1 <sup>st</sup> Grader
Hackensack H.S.	167.5		1-3 <sup>rd</sup> Grader
Academies /Tech	<u>17</u>		2- Kndg.
<b>Total</b>	<b>655.50</b>		

<b><u>Pupil Attendance</u></b>	
Possible Days	8895
Days Present	8200
Days Absent	695
% Present	92.1%
% Absent	7.9%

<b><u>Teacher Attendance</u></b>	
Possible Days	969
Days Present	929
Days Absent	40
% Present	95.8%
% Absent	4.2%

Motion by Mrs. Abraham, seconded by Mr. Allos  
Roll Call 7-0 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 January of 2015 for the Rochelle Park School District.

Fire Drill – January 29, 2015  
Security Drill- January 16, 2015  
Bus Drills- January 13, 20, 16, 21, 2015

Motion by Mrs. Abraham, seconded by Mr. Allos  
Roll Call 7-0 Motion Carried

**Policy #5512.01 – HARASSMENT- INTIMIDATION AND BULLYING**

**R4. RESOLVED:** that the Rochelle Park Board of Education approves the following HIB, Incident and Suspension Report for January 2015 on behalf of the Rochelle Park School District.

**January 2015**

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

Motion by Mrs. Abraham, seconded by Mr. Allos  
Roll Call 7-0 Motion Carried

**POLICY #2340 – FIELD TRIPS**

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

Dr. Sacco, Mrs. Herter, and Mrs. Fuchs to accompany the Concert Band to Rowan University in Glassboro on April 21, 2015 at a cost to the parents of \$33.00 per student.

Motion by Mrs. Abraham, seconded by Mr. Allos  
Roll Call 7-0 Motion Carried

**R6. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approve the 2014-2015 Latchkey Program's Policy and Procedures Manual as attached.

Motion by Mrs. Abraham, seconded by Mr. Allos  
Roll Call 7-0 Motion Carried

**R7. BE IT RESOLVED** that the Rochelle Park Board of Education, adopt all current written curriculum for the district in grades K-8 for the period from the date of this Meeting until the Organization Meeting of the next calendar year, unless modified upon recommendation of the Superintendent.

English Language Arts curriculum

Mathematics curriculum  
Science curriculum  
Social Studies curriculum  
Spanish curriculum  
Visual and Performing Arts  
Comprehensive Health and Physical  
Education  
English as a Second Language

Motion by Mrs. Abraham, seconded by Mr. Allos  
Roll Call 7-0 Motion Carried  
Mr. Scully asked if the committee reviewed the curriculum.  
Dr. Zoeller stated, yes, and that he felt that it was a very fine point of departure.

**PERSONNEL P1-P5**

**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:**

Mrs. Weiner to attend “New Jersey Music Ed Association Conference” in E. Brunswick on February 19, & 20 at a cost of \$185.00 for registration/lunch to be paid by the district.

Laurel Hanczaryk to attend “Using Paraprofessionals Effectively” in Oradell on February 6, 2015 at no cost to the district for registration.

Kevin Woods to attend “Bio Shine Custodial Maintenance Seminar” in Monroe on February 5, 2015 at no cost to the district for registration.

Emily Kotwica to attend “CST Evaluations: Linking Instruction Relevance, G&O and Accommodations & Modifications” on February 20, 2015 at no cost to the district for registration.

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

**POLICY#4111- HIRING CERTIFIED PERSONNEL**

**\*P2. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves tuition reimbursement for courses taking during 2014-2015 school year as follows:**

Kristin Colucci    3 credits            \$163.00

Motion by Mr. Allos, seconded by Mrs. Leakas  
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>
Steven Van Hassel	February 1, 2015	BA- BA15

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

**\*P4. RESOLVED: that on the recommendation of the Superintendent, the Board of Education appoints the following personnel to the position of Latchkey Aide Substitute list until the end of the 2014-2015 school year at an hourly salary of \$20.00.**

Ms. Laurel Hanczaryk

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

**POLICY #3141 RESIGNATION**

**\*P5. RESOLVED: that the Board of Education accepts the notice of resignation letter from Ms. Cristina Benedicto (Latchkey aide) effective February 19, 2015.**

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

**FINANCE F1-F8**

**FINANCE AND INSURANCE**

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

**POLICY #6421 – PAYMENT OF GOODS AND SERVICES**

**F1. RESOLVED, that the Rochelle Park Board of Education approve the January 2015 Bill List as approved by the Finance Committee, attached and listed below:**

	<b>Amount</b>
A) Regular Bills – Fund 10	\$5,165.26
B) Enterprise- Fund 51	.00
C) Debt Service – Fund 40	\$93,836.17
<b>TOTAL</b>	<b>\$99,001.43</b>

**ATTACHMENT**

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

**POLICY #6421 – PAYMENT OF GOODS AND SERVICES**

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

	<b>Amount</b>
A) Regular Bills – Fund 11&10	\$806,211.91
B) Regular Bills – Fund 20	\$11,913.85
C) Lunch Program – Fund 50	\$15,959.43
D) Enterprise - Fund 51	\$705.00
E) Debt Service – Fund 40	\$ 9,762.50
F) Fund 12	\$25,518.00
G) Fund 30	\$104,733.62
<b>TOTAL ALL BILLS</b>	<b>\$974,804.31</b>

**ATTACHMENT**

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

**POLICY #6510 – PAYROLL AUTHORIZATION**

**F3. RESOLVED:** that the Rochelle Park Board of Education approves the February 2015 payroll in the amount of \$ 481,584.32

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

**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 September 31, 2014, October 2014, November 2014, and December 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 Mr. Scully, seconded by Mrs. Leakas  
Roll Call 7-0 Motion Carried

**Board Secretary's Report**

**F5. RESOLVED:** that the Rochelle Park Board of Education accepts the Board Secretary and Treasurer's Financial Report for the month of September 2014, October 2014, and November 2014.

**ATTACHMENT**

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

**POLICY#6660- STUDENT ACTIVITY FUND**

**F6. RESOLVED:** that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the month of January 2015.

**ATTACHMENT**

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

**Transfers**

**F7. RESOLVED,** that the Rochelle Park Board of Education approves the line item transfers for December 2014/January 2015.

**ATTACHMENT**

<i>Date</i>	<i>Source Account</i>	<i>Target Account</i>	<i>Comments</i>	<i>Amount</i>
<b>12/1/2014</b>	11-000-291-242-000-000 Other Ret. Cont. - PERS	12-000-230-730-000-000 Admin Equipment	See Attachment	\$3,500.00
<b>1/15/2015</b>	11-000-291-270-000-000 Health Ben Unallocated	12-000-252-730-000-000 Admin Info Tech Equipment	See Attachment	\$15,025.00

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

**F8. WHEREAS, the Board is the owner of certain surplus property which is no longer needed for public use; and**

**WHEREAS, the Board is desirous of selling said surplus property in an “as is” condition without express or implied warranties.**

**NOW THEREFORE, BE IT RESOLVED by the Rochelle Park Board of Education, as follows: (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Rochelle Park Board of Education (2) The sale will be conducted online and the address of the auction site is govdeals.com. (3) The sale is being conducted pursuant to Local Finance Notice 2008- 9. (4) A list of the surplus property to be sold is as follows: clocks, speakers, lawn equipment, and any other non-useable equipment in storage. (5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Regular Business Meeting February 12, 2015 - Indemnification Agreement concerning use of said surplus property. (6) The Board reserves the right to accept or reject any bid submitted.**

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

### **VIII. Reports – Committee Action Items**

**Building and Grounds-**Mr. Esposito, thanked Mr. Woods and the custodians as well as the Township for making sure the school lot, sidewalks etc. were all cleared in the last few snow events. Bids will be going out soon for the heating system.

**Business, Finance, and Transportation-** Mrs. Lauerman, stated the committee met on February 5<sup>th</sup>, looked over the budget reports. The Superintendent and BA will have to review all options to meet the 2%. On transportation Dr. Zoeller stated there were a few minor issues, but these are being vigorously pursued.

**Curriculum, Instruction, and Assessment-** Mr. Scully stated the new curriculum is in place. Dr. Zoeller added the committee is looking into a new teacher evaluation system for next year.

**Legislative and Policy-** Mrs. Abraham had no report at this time

**Personnel and Negotiations-** Mr. Allos had no report at this time.

**Special Education-** Mrs. Ciliento-Buyck had no report at this time.

**Technology, Community/Staff Relations-** Mrs. Leakas stated the wireless system will receive upgrades over the summer. Dr Zoeller stated he believes some upgrades can be



accomplished with this year's budget and we may purchase the servers this year, instead of next year.

Mr. Esposito stated it makes sense to then do it now. Mrs. Leakas asked if it will help PARCC. Dr. Zoeller stated it might not; it would be put in to improve the entire system. Mrs. Abraham asked who would be installing and configuring the system. Dr. Zoeller stated Bergen Tech would as part of their current contract. She has heard good feedback on Facebook page and Twitter.

**Liaisons:**

**NJSB-** Mrs. Ciliento-Buyck- had no report at this time.

**Joint Boards** Mrs. Leakas stated the High School does things differently regarding PARCC but they still have the same concerns. Their fashion show is coming up on the 24<sup>th</sup>.

**BCSB-** Mrs. Abraham- had no report at this time.

**Municipality-** Mr. Allos- gave the Board an update on the historic house the Township is interested in purchasing. It has an interesting history, no final decision has been made, and another entity wants to purchase it, demolish the building and build condos.

**Community-** Mr. Scully stated a lot is going on Basketball- youth and adult as well as Sacred Heart basketball- Valentine's Dance will be tomorrow. Upcoming dates- Easter Egg Hunt- Pancake Breakfast at the Legion. Mrs. Lauerma mentioned that Midland Idol will be next Friday.

**IX. Announcements**

**The next Regular meeting will be held on March 12, 2015 at 7:30 P.M. in the school media center.**

**X. Executive Session Announcement - Not Needed**

**XI. Adjournment**

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