

## Rochelle Park Board of Education

Executive Session 6:30 PM  
Regular Meeting 7:30 P.M  
September 26, 2023

### I. CALL TO ORDER

Mr. Trawinski

### II. ROLL CALL

Mrs. Kobylarz

Board Member	Present	Absent
Mr. Scott Kral, Vice President		
Mrs. Teresa Judge-Cravello		
Mr. Joseph Marolda		
Mr. Jorge Martinez Jr.		
Ms. Elaine Rainone		
Mr. Charles Schaadt		
Mr. Matt Trawinski, President		

#### Others Present:

Dr. Sue DeNobile, Superintendent of Schools  
Dr. James Riley, Business Administrator/Board Secretary  
Mrs. Cara Hurd, Director of Curriculum & Instruction  
Mrs. Rebecca Garcia, Director of Special Services  
Dr. Courtney Carmichael, Principal of Midland School  
Mrs. Ellen Kobylarz, Board Recording Secretary

### III. MEETING NOTICE STATEMENT

Mr. Trawinski

In accordance with Chapter 231, Public Law 1975 of the Open Public Meetings Act, adequate notice of this meeting has been provided as specified in the Act. Notices announcing the date, time and place for this Regular Meeting were sent at least 48 hours prior to the time of this meeting to all concerned individuals, associations and sent to the, The Record, and The Our Town, posted on the District website.

### IV. EXECUTIVE SESSION

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss confidential matters pursuant to NJSA 10:4-12 which include personnel, legal matters, policy, and safety.

### V. CALL TO ORDER (return to public meeting)

Mr. Trawinski

### VI. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

### VII. REPORTS AND PRESENTATIONS

A. Superintendent, *Presentation with Rochelle Park Police Department: School Crossing Guards*

- B. Business Administrator
- C. Director of Curriculum and Instruction
- D. Principal, *Presentation: Honor Roll 4th Marking Period 2022-23 SY*
- E. Director of Special Services
- F. Board Committees, as needed:  
(Curriculum, Finance, Facilities, Personnel, Policy)
- G. Board Liaison:  
(NJSBA/BCASA, Joint Boards, Municipality)

## **VIII. PUBLIC COMMENT (Agenda Items Only)**

The Board of Education reserves the right to hold public comment on agenda items, at its discretion, at its regular monthly public meetings. Public comment will be limited to three minutes per person. Citizens should give their name and address when recognized to speak.

## **IX. ITEMS FOR BOARD ACTION - Resolutions**

### **ROUTINE MATTERS:**

#### R1. Approval of Minutes

Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Superintendent, approves the minutes of the following meeting(s):

August 29, 2023 Regular Meeting and Executive Session

R1 Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call

## **ADMINISTRATION**

A1 - A8

#### A1. Statement of Assurance

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the submission of the Biannual Statement of Assurance Regarding the Use of Paraprofessional Staff 2023-2024 school year, to the New Jersey Department of Education.

#### A2. Nursing Services Plan

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the District Nursing Services Plan for the 2023-2024 school year, to be submitted to the Executive County Superintendent.

#### A3. Amend Business Associate Agreement-BROWN & BROWN BENEFIT ADVISORS, INC.

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the Amendment to the Business Associate Agreement with Brown & Brown Benefit Advisors, Inc.

This Amendment #1 to the Business Associate Agreement, effective as of July 1, 2023 is made by and between Rochelle Park Board of Education (“Covered Entity”) and Brown & Brown Benefit Advisors, Inc. (“Business Associate”). Capitalized terms used herein but not otherwise defined shall have the meanings as described to them in the Agreement. WHEREAS, the parties entered

into the Business Associate Agreement, dated 2/6/14 (the “Agreement”); WHEREAS, the parties desire to amend the Agreement as provided in this Amendment NOW THEREFORE, the parties agree to amend the Agreement as follows:

1. Both parties agree to amend and incorporate the definition of “Affiliate” into the Agreement as follows: Affiliate “Affiliate” means an affiliate of Business Associate that will adhere to this Agreement if Covered Entity wishes to engage in services with an Affiliate through the Business Associate during the course of the relationship of Business Associate and Covered Entity
2. All other terms and conditions of the Agreement remain unchanged.

A4. NJQSAC Committee

RESOLVED: upon the recommendation of the Superintendent that the Board of Education acknowledges and thanks the following individuals for volunteering to be on the New Jersey Quality Single Accountability Continuum Committee for the 2023-2024 school year.

- A. Dr. Sue DeNobile, Superintendent
- B. Mr. Matthew Trawinski, BOE President
- C. Dr. James Riley, Business Administrator/Board Secretary
- D. Mrs. Cara Hurd, Director of Curriculum & Instruction
- E. Dr. Courtney Carmichael, Principal
- F. Mrs. Rebecca Garcia, Director of Special Services
- G. Mrs. Lisa Fletcher, RPEA Representative
- H. Mrs. Maria Kordosky, Teacher Representative

A5. Fundraiser

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a David Cookies fundraiser for the Midland School Student Council from October 3, 2023-October 21, 2023. Sales shall not be conducted door to door. Funds to be used for Student Council activities.

A6. High Impact Tutoring Grant

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the submission of the High Impact Tutoring Grant application through the New Jersey Department of Education.

A7. Gifted Education Service Report

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the submission of the Gifted Education Service Report to the New Jersey Department of Education.

A8. School Resource Officer

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves, with appreciation, Lt. Kenneth Stapleton from the Rochelle Park Police Department as School Resource Officer effective September 29, 2023.

A1 - A8 Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Roll Call

## CURRICULUM AND INSTRUCTION

C1 -C2.

### C1. Professional Development

RESOLVED: upon the recommendation of the Superintendent, that the Board of Education approve the participation of the person named at the following workshop/conference during the 2023-2024 school year.

	Name	Workshop/Conference	Date	Cost	Account
a.	Rex Leka	PEOSH/NJ ADP	March 15, 2024	N/A	N/A
b.	Rex Leka	IPM	October 27, 2023	N/A	N/A
c.	Sue DeNobile	NJFLA & FMLA Training Session	October 16, 2023	\$145.00 Additional expenses based on OMB guide	20-270-200-500-000
d.	Sue DeNobile	HIB Training	October 2, 2023	\$145.00 Additional expenses based on OMB guide	20-270-200-500-000
e.	Klaudia Lesniak	Handle With Care, Recertification	November 3, 2023	\$300.00	20-270-200-500-000
f.	Christine Horohoe	Handle with Care	November 3, 2023	\$300.00	20-270-200-500-000
g.	Christine Horohoe	Practical strategies for Improving the behavior of attention seeking, manipulative and challenging students	Online	\$279.00	11-000-218-320-000
h.	Klaudia Lesniak	Practical strategies for Improving the behavior of attention seeking, manipulative and challenging students	Online	N/A	
g.	Donna Johnson	IXL Live	October 5, 2023	\$95.00	20-231-200-500-000
h.	Jessica DiCori	New Jersey Association of Learning Consultants- Fall Symposium 2023- Who's In? Determining Eligibility	October 20, 2023	\$165	20-70-200-500-000

C2. Field Trip

RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the itinerary for the 8<sup>th</sup> Grade trip to Washington DC as follows.

Class of 2024  
8th Grade Class Trip

DATE: Wednesday, Thursday, & Friday, June 5, 2024 – June 7, 2024

DEPARTURE: Midland School -Wednesday, June 5, 2024- approx. 7:00 A.M.

DESTINATION: Washington, D.C.

ITINERARY: \*Tour the National Archives, Jefferson Memorial, WWII Memorial and Martin Luther King Jr National Memorial. Participate in the Lincoln Assassination Tour (pending availability). Visit the Washington National Zoo, Smithsonian Institute, Capitol Hill area. See a performance at JFK Center for Performing Arts (pending availability). Visit Arlington National Cemetery, Holocaust Memorial Museum

RETURN DEPARTURE: Washington D.C. Friday, June 7, 2024-approx. 2 P.M., with an estimated time of arrival at Midland School 8:00 P.M.

COST \*To be borne by the parents

\* Tour costs and itinerary items are accurate at this time and subject to availability and revision without notice, when owing to circumstances beyond the control of Gerber Tours, Inc.

C1-C2. Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Roll Call

## **FINANCE**

F1 - F19

F1. Secretary & Treasurer's Report - July 2023

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the acknowledgement and acceptance of the reports of the Board Secretary (Appendix A) and Treasurer of School Monies (Appendix B) for the period ending July 31, 2023.

F2. Secretary & Treasurer's Report - August 2023

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the acknowledgement and acceptance of the reports of the Board Secretary and Treasurer of School Monies for the period ending August 30, 2023.

F3. Monthly Budgetary Line Item Status Certifications

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, August 2023 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).

F4. Payment of Goods and Services

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the payment of bills and mandatory payments dated August 2023 in the total amount of \$529,920.94.

F5. Transfers

RESOLVED, that the Rochelle Park Board of Education approves, in compliance with NJAC 6A:23-2.11(c)3ii and NJSA 18A:22-8-1, the line item transfers for July 2023.

F6. Transfers

RESOLVED, that the Rochelle Park Board of Education approves, in compliance with NJAC 6A:23-2.11(c)3ii and NJSA 18A:22-8-1, the line item transfers for August 2023.

F7. Payroll Authorization

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the payroll for September 2023 as follows:

Fund 10	\$ 608,174.96
Fund 20	\$ 4,378.50
Fund 61	\$ 4,058.00
Total	\$ 616,611.46

F8. Request for Use of School Facilities

RESOLVED: upon the recommendation of the Superintendent 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 cancel activities when school is closed as well as schedule school activities and construction at any time as needed.

	Group/Organization	Use/Purpose	Location/Room	Dates	Rental Fee
a.	Rochelle Park Recreation	Youth Basketball	Gymnasium -	Mon/Friday Nov 20, 2023-March 29, 2024 5:30PM-9:00PM	N/A
b.	Rochelle Park Recreation	Adult Basketball	Gymnasium - will work with Youth schedule	Wednesday January 3, 2024-March 27, 2024 5:30PM-9:00PM	N/A
c.	Dept of Special Services	Family Bingo Night	Multi-purpose Room	Wednesday, Oct 18, 6-9PM	N/A

d.	RP PTO	PTO Board/General Meetings	Media Center	Sept 12; Nov 14; Jan 9, 2024; Feb 13, March 12, May 7 6-8:30PM	N/A
e.	RP PTO	Trunk or Treat	Parking Lot	Saturday, Oct 14, 1-9:30PM	N/A
f.	RP PTO	Halloween Dance	Multi-purpose Room	Friday, Oct 20, 5:30-10PM	N/A
g.	Class of '24 Parents	Car Wash	Parking Lot	Saturday, Sept 30, 8AM-3PM	N/A

F9. Contract

RESOLVED: upon the recommendation of the Superintendent the Board of Education approves the Out of District contract for a Full-time 1:1 paraprofessional with Bergen County Special Services for CST#7890 for the 2023-2024 school year at a rate of \$50,985.  
Account: 11-000-217-320-000

F10. Evaluation

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a Physical Therapy Evaluation for CST #2401 to be completed at a rate of \$325.

F11. Evaluation

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a Developmental Pediatric Evaluation for CST #2402 to be completed at a rate of \$700.  
Account: 11-000-219-320-000

F12. Extended Year

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the Fedcap School Out of District Extended School Year tuition for CST # 0912 for the amount of \$16,345.

F13. Hospital (Bedside) Instruction - Bergen County Special Services-

RESOLVED: Upon the recommendation of the Superintendent, The Board of Education approves the Annual Education Services Agreement with Bergen County Special Services to provide hospital bedside instruction at a rate of \$65 per hour.

F14. Tuition Reimbursement

RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the first half of the tuition reimbursement for courses taken during the fall 2023-2024 school year as follows:

	Name	Amount due	# of credits
a.	Laurel Barriento	\$600.00	9
b.	Samara Latronica	\$592.50	9
c.	Tara Mizzoni	\$607.50	9
d.	Lisa Fletcher	\$244.50	3

Account: 11-000-291-280-000

F15. Tuition Reimbursement-REVISED

RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the remainder of the tuition reimbursement for courses taken during the 2022-2023 school year as follows:

	Name	Amount due
e.	Justin Kemp	\$610.87
g.	Daniela Kestenholz	\$3477.66

Account: 11-000-291-280-000

F16. Movement on the Guide September 2023

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following faculty crossovers on the guide as of September 1, 2023:

Name	Current Guide Placement	Moving to
Amanda Bellagamba	MA Step 5	MA+15 Step 5
Laurel Barriento	MA Step 11	MA+15 Step 11
Stephanie Fernandes	BA+30 Step 8	MA Step 8
Samara Latronia	MA Step 9	MA+30 Step 9
Tara Mizzoni	MA+15 Step 6	MA+30 Step 6
Alison Sparaga	BA+30 Step 7	MA Step 7

F17. Membership Dues

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the membership dues for Rebecca Garcia to join the Council of Exceptional Children and Counsel for Administrators of Special Education at a cost of \$275.00 for the year.

Account: 11-000-219-890-000

F18. Pearson Q-global

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the purchase of Goldman Friso (GFTA-3, Expressive Vocabulary Test-3 (EVT-3), and Peabody Picture Vocabulary Test (PPVT-3) protocols through Pearson Q-global. The invoice total of \$178.50.

Account: 11-000-219-600-000

F19. Approval of Joint Transportation Agreement -REVISED

RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves a Joint Transportation Agreement whereby the Maywood Board of Education will act as the Host District providing transportation services as specified below to the Joiner District, the Rochelle Park Board of Education.

Route	Destination	Students	Cost
AT-1	Applied Tech HS	3	\$9,000
ID-1	Northern Valley HS	5	\$20,000
BA-1	Bergen Academies-Hackensack	7	\$17,500
RD-1	River Dell MS/HS	1	\$6,500
BCT-1	Teterboro	14	\$24,500

F1 - F19 Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Roll Call

## PERSONNEL

P1 - P6

### P1. Appointment(s) Non-Certificated Staff:

Upon the recommendation of the Superintendent, the Board of Education approves the following appointments of **Non-Certificated Staff**, effective for the dates listed below, and in some cases, pending N.J.S.A. 18A; 6-7.1 et.seq., requesting authorization for emergent hiring pending completion of criminal history check.

	Name	Role	Salary	Start	End	Replacing / New / Transfer	Account
1.	Ayana Elfayoumi	Part-Time Paraprofessional	\$23.00/hr	10/2/2023	6/30/2024	Replacing: Mary Zambrano	
2.	Vaughn McEachin	Part-time Paraprofessional	\$23.00/hr	on or about 10/2/2023	6/30/2024	Transfer (voluntary) from Out-of-District Paraprofessional to In-District Paraprofessional	
3.	Maxwell Keener	Custodian	Step 1 \$46,454.00 (prorated)	Pending Background checks	6/30/2024	New	

### P2: Appointment(s) of Substitute(s):

Upon the recommendation of the Superintendent, the Board of Education approves the following appointments of **Substitutes**, effective for the dates listed below, and in some cases, pending N.J.S.A. 18A; 6-7.1 et.seq., requesting authorization for emergent hiring pending completion of criminal history check.

	Name	Role	Salary	Start	End	Account
1.	Kaitlyn Boylan (pending Background check)	Substitute Teacher	\$120/day	9/30/23	6/30/24	11-120-000-101-002 11-130-100-101-002
2.	Steven Grossman	Substitute Teacher	\$120/day	9/30/23	6/30/24	11-120-000-101-002 11-130-100-101-002

P3. Resignations:

Upon the recommendation of the Superintendent, the Board of Education approves the following resignations effective for the dates listed below.

	Name	Role	Effective Date of Resignation	Comment(s)
1.	Gutkowski, Joan	Teacher	12/30/23	We wish Mrs. Gutkowski all the best in her retirement and thank her for 33 years of service at Midland School.
2.	Carney, Susan	Teacher	12/30/23	We wish Mrs. Carney all the best in her retirement and thank her for 22 years of service at Midland School.
3.	Barrios, Vilma	Cafeteria/Play ground Aide	9/6/2023	We wish Mrs. Barrios all the best in her future endeavors.

P4. Coaches/Advisors/Stipends:

Upon the recommendation of the Superintendent, the Board of Education approves the following coaching/advisor/stipend positions, effective for the dates listed below.

	Name	Role	Salary	Start Date	End Date	Account
1.	Angel Baker	Stage Director	\$733.00	9/1/2023	6/30/2024	11-401-100-100-000
2.	Angel Baker	Tag Chorus Afterschool Session	\$33.00 per hour, 1 hour per week	9/8/2023	6/14/2023	11-401-100-100-000

P5. Superintendent's Evaluation Tool

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the use of the Superintendent Annual Performance Report tool as the document to evaluate the School Superintendent for the 2023-2024 school year.

P6. Structured Learning Agreement with Bergen County School District.

RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education agrees to provide internship opportunities to students at Bergen County School District under a (SLE) Structured Learning Experience Agreement. Further, at this time, Mr. Kevin Cox,

Coordinator of Technology, will serve as worksite mentor to student(s) from Bergen County Technical High School, Teterboro Campus under the (SLE) Structured Learning Experience Agreement for technology internships throughout the 2023-2024 school year.

P1 - P6 Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Roll Call

## **POLICY AND REGULATION**

P&R1. Approval of Adoption of Regulation (First Reading) - Rules for Playground Conduct:

RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a first reading of the following Regulation:

R7513 Rules for Playground Conduct

P&R 1. Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Roll Call

## **X. Public Comment (Agenda and non-agenda items)**

The Board of Education reserves the right to hold public comment on agenda and non-agenda items, at its discretion, at its regular monthly public meetings. Public comment will be limited to three minutes per person. Citizens should give their name and address when recognized to speak.

## **XI. Announcements**

The next regular Board of Education meeting will be held on October 17, 2023 at 7:30 P.M. in the Gymnasium, Executive Session will be held prior to the regular meeting at 6:30 P.M.

## **XII. Executive Session (if necessary)**

Be it resolved that the Rochelle Park Board of Education will convene in a second Executive Session to discuss confidential matters pursuant to N.J.S.A. 10:4-12 which include personnel, legal matters, policy, and safety. Action may or may not be taken.

## **XIII. Adjournment**

*This document is subject to additions, withdrawals and modifications without notice.*